

# SCSORT EXECUTIVE BOARD MINUTES

## February 19, 2002

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### Board Member

Chief Steven Groves

Dist. Chief Marcus Moore

Chief James Paulett

### Members Absent

Dr. David Hoover

Annette Petranic

### Staff/Guest

Sharon Ulman (S)

Michael Oberuch (S)

Captain Keith Moore

Deputy Chief Paul Moledor

Dr. Mary Jo McMullen

Lt. Fred Jackson

Dave Bailey (G)

The meeting of the Summit County Special Operations Response Teams (SCSORT) Executive Board was called to order, by Chairperson, Chief Steven Groves, on Tuesday, February 19, 2002, at 1:33 p.m., in the Emergency Operations Center, 166 South High Street, Akron, OH 44308.

### **CHAIRPERSON'S COMMENTS AND COMMUNICATIONS**

Chief Groves commented he had received a call indicating Dr. Hoover and Ms. Petranic would be absent from today's meeting.

Chief Groves stated in a previous conversation with Dr. Hoover, he (Hoover) indicated it would be hard for him to attend the SCSORT Executive Board meetings with it being scheduled on Tuesdays since he has classes this semester on the same day starting at 1:30 p.m.

Chief Groves asked the Executive Board to consider moving the meetings to either Monday or Wednesday in order to give Dr. Hoover a chance to attend the meetings.

District Chief Moore suggested Monday for the SCSORT Executive Board meetings as the Summit County Fire Chiefs' Association meeting is usually on the second Wednesday of every month.

Chief Groves stated this issue would be discussed later in the meeting.

Chief Groves reviewed all correspondence received since the last SCSORT meeting, which was held on December 18, 2001, copies of which are attached hereto.

Chief Paulette made a motion to accept the December 18, 2001 minutes, as mailed; District Chief Moore seconded the motion. The motion passed unanimously by voice vote.

## **HAZ-MAT DIRECTOR OF OPERATIONS REPORT**

In Mr. Hower's absence, Deputy Chief Moledor presented the Haz-Mat Director of Operations Report.

February's training is on February 21<sup>st</sup> (Tallmadge Fire Department) and February 26<sup>th</sup> (Fairlawn Fire Department) in conjunction with the Summit County Bomb Squad. This training would be held to test the capabilities of the recently purchased robot.

Weapons of Mass Destruction (WMD) training will be held on March 21<sup>st</sup> (Tallmadge) and March 26<sup>th</sup> (Fairlawn) consisting of training with the detectors.

Deputy Chief Moledor stated the SOG meeting would be held on Saturday, April 27, 2002 in Shrank Hall South at The University of Akron. More information regarding this meeting will be forthcoming from Mr. Oberuch.

In order to have everyone trained on the same level with WMD training, Deputy Chief Moledor relayed the message that Mr. Hower would like to break down the WMD training sessions into a couple of four hour trainings. This idea is still in the planning stages.

Deputy Chief Moledor reviewed the items that are listed on the Blue Sheet, a copy of which is attached hereto. He gave the Blue Sheet to Chief Groves for signature.

District Chief Moore made a motion to approve the Blue Sheet; Chief Paulett seconded the motion. The motion passed by voice vote.

Deputy Chief Moledor commented Mr. Hower gave him a rough draft of the 2002 training schedule to forward to Mr. Oberuch, a copy of which is attached hereto. However, Mr. Hower requested Mr. Oberuch hold off on distributing this schedule to team members until he (Hower) has a chance to speak with Mr. Oberuch to clarify some items.

Mr. Oberuch requested Ms. Ulman make copies of the aforementioned document and distribute it to those present.

Chief Groves briefed the Executive Board of the COBRA Training, which is to be held in Anniston, Alabama. This 4-day training course covers chemical, ordinance/explosive, biological, and radiological/nuclear threats. This course is free of charge and is being funded through the Ohio Emergency Management Agency. He asked Mr. Oberuch to research the out of pocket costs that could be incurred by the members attending (i.e. lodging, meals, etc.).

It was announced the 15<sup>th</sup> Annual HazMat Seminar would be held on May 21-23, 2002 in Dallas, Texas; the cost for early registration (by April 15<sup>th</sup>) is \$450.

Chief Groves requested the information regarding the COBRA Training be sent to the Hazardous Materials Response Team members.

Chief Groves requested Mr. Oberuch obtain names of individuals who wish to attend this training by the next Executive Board meeting.

After some discussion, the Executive Board decided to have Mr. Hower correct the training schedule as some dates for training are listed incorrectly.

Chief Paulett made a motion to accept the 2002 training schedule once Mr. Hower completes the necessary changes; District Chief Moore seconded the motion. The motion passed by voice vote.

Chief Groves informed Mr. Oberuch that Mr. Hower had voiced to him (Groves) the 800 MHz radios were not programmed as he had requested.

Deputy Chief Moledor stated Mr. Hower is working on creating a new identification badge for HazMat Team members.

A sheet detailing the total amount of 2001 training hours for members of the HazMat Team was distributed to the Board, a copy of which is attached hereto.

Chief Groves commented, according to the HazMat Standard Operating Guide (SOG), each HazMat technician must have at least 24 hours of continuing training each year. Last year was the lowest year in regard to hours offered due to: 1) Jones Chemical Drill was cancelled at the last minute (this drill lasts approximately 4 hours); 2) no big trainings were offered in the summer months like in years past. He suggested having a special dispensation for last year.

Deputy Chief Moledor suggested including TROT in this dispensation, as this issue is universal.

Chief Paulett inquired if there is a standard procedure for informing technicians that they are deficient in the number of continuing training hours.

Chief Groves replied after the training hours are reviewed, a letter is usually sent to those technicians who are delinquent in the number of required continuing training hours. If they have significantly deficient, the letter states there is a possibility of being removed from the team.

Chief Paulett made a motion to write a letter to those technicians who had less than 12 hours of continuing training in 2001; District Chief Moore seconded the motion. The motion passed by voice vote.

Deputy Chief Moledor inquired if the First Responder Guidelines should be included in the Summit County SOG.

Chief Groves replied this should probably be adopted by the Akron/Summit County Domestic Preparedness Task Force and distributed as a policy.

Dr. McMullen stated the DPTF has not been adopting policies. She added the Summit County Fire Chiefs' Association (SCFCA) should consider adopting the guidelines as the policy because they deal with the fire departments' response policy.

Deputy Chief Moledor stated either himself or Chief Groves would bring this issue up for discussion at the next SCFCA meeting.

Since the SOG meeting is scheduled for April 27, 2002, Chief Groves asked Mr. Oberuch when he would be receiving the necessary documents for copying.

Mr. Oberuch replied he spoke with Roy Wilkinson, Akron Fire Department, last week. Mr. Oberuch told Mr. Wilkinson he needed the draft of the SOG before the next SCSORT Executive Board meeting.

Mr. Oberuch announced he received information in the mail regarding the International Fire Chiefs' Association Conference, which is scheduled for August 2002 in Kansas City, MO. This is a general fire service conference as opposed to a HazMat Technician's conference.

A discussion ensued among the Board regarding the capability of the radios as they are currently programmed. A comment was made that the radios were not programmed the way the HazMat Teams requested.

Chief Groves asked Mr. Oberuch if the radios were programmed to meet the requirements of some other format.

Chief Paulett commented Fairlawn Fire Department is going off of the announcement talk group. Bath Fire Department will continue to monitor Fairlawn and Copley Fire Departments while their (Bath) radios are on "scan".

Once again, Chief Groves asked Mr. Oberuch if the programming meets some other format requirements.

Mr. Oberuch replied he had the radios programmed according to the information he was given (frequencies that were given from each fire department in order to contact them). He inquired if these radios were going to be used for in-suit communications.

Chief Groves replied negatively as there is currently only one HazMat channel. He noted four talk group (HazMat channels) had been requested.

Deputy Chief Moledor inquired how many channels could the Special Operations Teams be allotted.

Chief Groves replied there is one for HazMat; one for Akron, one for TROT Search, one for Reserves, one for fire dispatch, all of the battalion channels from Akron Fire Department, MA channels and one talk group. On the mixed, there is Emergency Operations Center (EOC), Emergency Management Agency (EMA) announce, Green Fire Department, Bath, Fairlawn, Copley, Richfield, Cuyahoga Falls and Barberton Fire Departments.

Mr. Bailey clarified questions and concerns the Board had regarding this issue.

Deputy Chief Moledor asked Mr. Bailey how long it would take for the 800 MHz Radio Systems to be up and running.

Mr. Bailey replied 14-18 months.

Chief Paulett commented on the nice job Mr. Evans, Barberton Fire Department, did on creating the countywide map and frequency book.

Chief Paulett made a motion to write and send a letter of appreciation to Mr. Evans for his efforts; District Chief Moore seconded the motion. The motion passed unanimously by voice vote.

## **TROT DIRECTOR OF OPERATIONS REPORT**

Lt. Jackson presented the TROT Director of Operations Report.

Lt. Jackson reported on a trench collapse call in Copley. The individual survived the incident and the team was cancelled en route to the scene.

Lt. Jackson requested a page be sent, via Emergency Management, reminding individuals about the TROT Training courses being offered on February 25<sup>th</sup>-28<sup>th</sup> and March 11-14, 2002. (February 25<sup>th</sup> and March 11<sup>th</sup>-Tallmadge Lions Center, February 26<sup>th</sup> and March 12<sup>th</sup>-Macedonia Fire Department, February 27<sup>th</sup> and March 13<sup>th</sup>-Green Fire Department, February 28<sup>th</sup> and March 14<sup>th</sup>-Bath Fire Department)

Lt. Jackson stated a structural collapse class would be held at Green Station #1 on March 7<sup>th</sup> and 8<sup>th</sup> from 8:30 a.m.-1:00 p.m. Emergency Management will mail out the training notice and handle RSVP from those TROT members who would like to attend.

Mr. Oberuch assured Lt. Jackson that Ms. Ulman would have the training notice out by the end of the week.

Lt. Jackson reviewed the items on the Green Sheet.

Chief Paulett made a motion to accept the Green Sheet; District Chief Moore seconded the motion. The motion passed by voice vote.

Mr. Oberuch requested Ms. Ulman send Lt. Jackson some “actual” Green Sheets before the next Executive Board meeting.

Lt. Jackson commented to Captain Moore on the time delay in which a TROT call is dispatched and the team members are actually paged by the Copley Communications Center.

Chief Groves recommended Lt. Jackson make a suggestion list to be discussed at the next Zone Coordinators’ meeting.

Lt. Jackson assured Captain Moore he is not blaming anyone in the Copley Dispatch Center. He feels the problem lies in the way the Dispatching Procedures are written.

## **FINANCIAL REPORT**

Mr. Oberuch presented the Financial Report, a copy of which is attached hereto. He reviewed the HazMat budget. There was a carryover amount of approximately \$31,000 from last year. This will show on the current budget; however, the next budget report will show this amount in the unencumbered money.

Mr. Oberuch stated several purchase orders need to be cleared out, as there is a long list of open purchase orders that need to be utilized.

Mr. Oberuch stated he would research the unencumbered money under the equipment account and forward this information to the Board at the next meeting.

Chief Paulett made a motion to send a letter to the Summit County Auditor to have the reimbursement money, from the Land O’Lakes incident, placed back into the Hazmat line item; District Chief Moore seconded the motion. The motion passed by voice vote.

Mr. Oberuch reviewed the TROT budget.

Chief Paulett made a motion to accept the HazMat and TROT budgets, as distributed; District Chief Moore seconded the motion. The motion passed by voice vote.

## **MEDICAL REPORT**

Dr. McMullen presented the medical report.

Dr. McMullen stated there are approximately 14 individuals who have not completed their required physicals. She assumes a few of these individuals are probably resigning from the HazMat Team; however, she cannot state this as a fact.

Dr. McMullen stated, at the recent Zone Coordinators' meeting, Mr. Hower commented all HazMat personnel are supposed to be asked if they have had their physical in order to respond to an incident.

Dr. McMullen commented there was some problems with EKGs, chest x-rays and previous medical information being available for some of the technicians. She wrote a letter to MedGroup to inquire about the situation. They, in turn, have finally forwarded paperwork and test results that had been "held back" at their office for whatever reason. Also, they have contacted the technicians who had unnecessary tests performed. Med Group assured Dr. McMullen these individuals **would not be charged** for these services. In the future, physicals are to be performed by Med Group's Occupational Therapist as opposed to whoever is working in the office on that day.

Dr. McMullen commented she had to write the Akron Health Department about numerous problems that were reported. The biggest problem being the delay in receiving test results back for those individuals who had their physicals performed and their departments awaiting the results.

District Chief Moore commented the tentative date of March 19, 2002 for the next SCSORT Executive Board conflicts with the Federal Emergency Management Agency (FEMA) Fire Act Grant meeting, which is being held in the Auditorium at the Oliver Ocasek Government Office Building, 161 South High Street, Akron, Ohio. There are three sessions of this meeting: 8:30 a.m., 1:00 p.m. and 7:00 p.m.; individuals only need to attend one session. Those interested in attending must pre-registered with the Akron Fire Department Training Academy, 766 Brittain Road, Akron, Ohio by **Tuesday, March 5, 2002**. Information on this meeting was sent out by the Akron Fire Department Fire Academy.

Chief Groves stated on February 6, 2002, a meeting with Blue Coats was held. Chief Groves stated he attended this meeting along with Deputy Chief Moledor and Chief Racine per Blue Coats' invitation. It was primarily a "brainstorming" meeting to discuss future funding for SCSORT. It was agreed that Blue Coats would help SCSORT develop a "Marketing Committee" in order to help alleviate their funding woes.

Chief Groves stated a meeting was held on January 30, 2002 with County Executive, James B. McCarthy. Chief Groves, Chief Paulett, Deputy Chief Moledor and Chief Racine were in attendance. This meeting was held in order to keep Mr. McCarthy abreast of what is going on with SCSORT. It is the intention of SCSORT to keep in regular, direct contact with Mr. McCarthy without becoming a pest.

Chief Groves indicated Mr. McCarthy would like to meet on a semi-frequent basis regarding the progress of SCSORT.

Chief Groves reminded the Executive Board of the Emergency Management Executive Committee (EMEC) meeting is scheduled for Thursday, February 21<sup>st</sup> at 10:00 a.m. This meeting would be held to determine the recipient of the Emergency Management Agency

Grant award. He added any of the members of the SCSORT Executive Board are encouraged to attend this meeting; however, they have no vote in the matter.

## **NEXT MEETING**

Chief Groves stated the next meeting is scheduled for **Monday, March 18, 2001, at 1:30 p.m., at the Emergency Operations Center, Akron Municipal Building, 166 South High Street, Akron, Ohio 44308.**

Chief Groves stated he and Deputy Chief Moledor would work on a proposal to present at the next meeting pertaining to streamlining HazMat and TROT teams into one team.

District Chief Moore made a motion to adjourn; Chief Paulett seconded the motion. The motion passed unanimously by voice vote.

Chief Paulett commented he received an advertisement for the St. Patrick's Day Parade on March 9, 2002. He thought this might be a good way to obtain some more publicity for SCSORT.

Chief Groves stated Mr. McCarthy expressed a desire to be invited to significant trainings for SCSORT and the SOG meeting in April 2002.

## **OTHER BUSINESS**

There being no further business to come before the SCSORT Executive Board, the meeting was adjourned at 3:08 p.m.

Respectfully submitted,

CHIEF JAMES PAULETT  
Secretary

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Attachments

cc: File