

SCSORT EXECUTIVE BOARD MINUTES

September 17, 2002

Board Member

Chief Steven Groves
Annette Petranic
Dr. David Hoover
Chief James Paulett
Dist. Chief Rick Williams

Members Absent

Staff/Guest

Sharon Ulman (S)
Mike Oberuch (S)
Deputy Chief Paul Moledor
Walt Hower
Captain Keith Moore

The meeting of the Summit County Special Operations Response Teams (SCSORT) Executive Board was called to order, by Chairperson, Chief Steven Groves, on Tuesday, September 17, 2002, at 1:40 p.m., in the Emergency Operations Center, Akron Municipal Building, Basement Level, 166 South High Street, Akron, OH 44308.

CHAIRPERSON'S COMMENTS AND COMMUNICATIONS

Chief Groves briefly reviewed correspondence sent and received since the last SCSORT meeting on August 20, 2002, copies of which are attached hereto.

Chief Groves stated a letter was received from Captain Keith Moore, a copy of which is attached hereto, indicating an amendment to the August 20, 2002 minutes in regards to dispatching training for fire department personnel and other first responders. It should be noted that page 5 of the August 20, 2002 minutes should read: *“He stated it is his understanding that Ms. De Rose is suggesting more training for fire chiefs and responders in the dispatch procedures.”*

Chief Groves indicated an application was received from Deputy Chief Moledor for the position of Summit County Special Operations Team Director, a copy of which is attached hereto. He further stated he had received an application from Paul Amonett, Stow Fire Department, for the position of Special Operations Team Weapons of Mass Destruction Coordinator. It should be noted that Chief Groves did not bring Mr. Amonett's application to the meeting.

Assistant Chief Moledor submitted a letter to Ms. Petranic, a copy of which is attached hereto, listing the attendees of the WMD EMS Technician class, which was presented by Lt. Messenger.

A memo was received from Helen Glaser, Summit County Finance & Budget Department, stating Haz-Mat would be charged in the amount of \$2,407.00 for auto insurance, a copy of which is attached hereto.

Chief Paulett inquired who had been paying for the insurance in the past.

Chief Groves stated he did not know and added he would wait and ask Ms. Petranic. He proceeded to ask Mr. Oberuch.

Mr. Oberuch replied he did not know where it had been taken from in the past.

Chief Groves stated a letter was sent, along with documentation, regarding the September 1, 2002 TROT incident to Attorney Richard Alkire, a copy of which is attached hereto.

Assistant Chief Moledor inquired if Chief Groves and Mr. Hower had received a copy of August 29, 2002 letter listing HazMat membership changes for the Cuyahoga Falls Fire Department, a copy of which is attached hereto.

Mr. Hower and Chief Groves responded affirmatively.

Chief Groves requested a copy of the budget proposal, which was submitted to Ms. Petranic on September 9, 2002, be included with the minutes of this meeting.

Dr. Hoover made a motion to approve the August 20, 2002 minutes, with the aforementioned amendment from Captain Moore; Chief Paulett seconded the motion. The motion passed unanimously by voice vote.

HAZ-MAT DIRECTOR OF OPERATIONS REPORT

Mr. Hower presented the HazMat Director of Operations Report.

Mr. Hower briefly discussed paging problems (i.e. individuals not receiving their pages, etc.).

Captain Moore interjected there is one decimal code that needs to be programmed into the computer in order to obtain a SORT group.

Mr. Hower commented there would be research conducted in November to confirm all Haz-Mat team members have the correct paging number programmed into their own pagers.

Captain Moore exits the meeting at 3:16 p.m.

Mr. Hower stated some members of the Haz-Mat team attended a CSX Tabletop Exercise on September 13th in Barberton. He commented the exercise was exceptional.

October's training is the Department of Justice Drill on October 10, 2002. Staging will begin at 8:30 a.m. with the location information to be announced at a later date.

December's training will pertain to radiation meters. Zone Coordinator, John Roth, Akron Fire Department, will be the instructor.

Mr. Hower stated the 2003 training schedule is being worked out and will be revealed in the near future. The next SOG meeting is also being planned.

Mr. Hower stated he would have to coordinate a date with Captain Wood for a workday on Unit 3816.

Chief Groves interjected, after a discussion with Captain Wood, all of the Haz-Mat In-Service Suits would be replaced with training suits for the October 10, 2002 Department of Justice drill.

Mr. Hower requested a letter be sent to individuals who have no training hours.

Chief Paulett made a motion to send an inactivation letter to individuals who have no training hours; District Chief Williams seconded the motion. The motion passed by voice vote.

Chief Paulett made a motion to grant a 1-year Leave of Absence to Rick Bissonette and Carlton Barnett, Cuyahoga Falls Fire Department; District Chief Williams seconded the motion. The motion passed unanimously by voice vote.

TROT DIRECTOR OF OPERATIONS REPORT

In Lt. Jackson's absence, Deputy Chief Moledor presented the TROT Director of Operations Report.

Deputy Chief Moledor stated Lt. Don Witner is leaving the HazMat Team after many years of service.

The executive board discussed giving Lt. Witner a High Point Award.

Mr. Oberuch commented District Chief Williams had stated, that in the past, the High Point Award, presented to original HazMat team members, is usually given at the SOG meeting.

Chief Paulett made a motion to have Emergency Management begin working on the process to present a High Point Award to Lt. Witner at the next SOG meeting; Dr. Hoover seconded the motion. The motion passed unanimously by voice vote. (It should be noted that Lt. Witner will receive a thank you/exit physical letter before the next Executive Board meeting.)

Chief Paulett inquired if there have been original teams members in the past who have not received the High Point Award.

Chief Groves stated he did not believe this was the case. The procedure has been followed as resignations have occurred.

Deputy Chief Moledor indicated the state regional response team program is having a meeting today in Columbus. He has tried to contact Lt. Jackson to inquire what occurred at this meeting, but no response from Lt. Jackson has been received.

Deputy Chief Moledor stated a grant application was submitted to the above referenced program; however, the grant would not be awarded until each applicant undergoes a site evaluation.

Chief Groves inquired if the executive board would have to be present to address whoever comes to perform the site evaluation.

Deputy Chief Moledor replied while he is not sure this is a requirement, he commented that Chief Groves would probably want to be present during this evaluation. The evaluator(s) would possibly visit the Copley Dispatch Center.

Deputy Chief Moledor indicated the September 9, 2002 combined meeting with directors from Haz-Mat, TROT and water rescue branch went very well. The 2003 budget and 800 MHz radios were some of the items discussed at this meeting. Another meeting has been scheduled for September 23, 2002 at 9:00 a.m. at the Stow Fire Department.

Deputy Chief Moledor requested Mr. Oberuch to further explain the reorganization of the two teams in the next newsletter, as some of the team members still do not have a full grasp of the reorganization.

Ms. Petranic enters the meeting at 2:00 p.m.

Deputy Chief Moledor reviewed the items listed on the Green Sheet, a copy of which is attached hereto.

Ms. Petranic suggested holding approval of the Green Sheet until at least three quotes are obtained for some of the listed items. (It should be noted that three quotes are required only if the purchase total is over \$500.00, as indicated on the back of the Green and Blue Sheets.)

A discussion ensued regarding the assignment of a vehicle number for the white truck, formerly known as the green truck.

District Chief Williams made a motion to assign Unit 3866 to the white truck; Ms. Petranic seconded the motion. The motion passed unanimously by voice vote.

Deputy Chief Moledor suggested Mr. Oberuch include information pertaining to a two-day seminar regarding the World Trade Center collapse in the minutes as well as the newsletter. The cost of the seminar, scheduled for November 2-3, 2002, from 9:00 a.m. to 4:00 p.m., in Whitehall, Ohio, is \$100.00 per person; a copy of the course flier is attached hereto.

Deputy Chief Moledor stated the Breaching and Breaking class, which was held on September 12th and 13th, went extremely well.

Chief Groves noted the aforementioned course is a portion of a four-part course on this subject.

Deputy Chief Moledor exits the meeting at 2:48 p.m.

Ms. Petranic requested clarification as to whom the Emergency Management should take guidance from in regards to the TROT Director of Operations.

The board agreed Lt. Jackson is the current TROT Director of Operations.

Ms. Petranic suggested seeking an individual to be able to help the three Directors of Operations put their priorities in order. While the individual must be knowledgeable in fire service, he/she would not have to be knowledgeable in Haz-Mat and TROT techniques.

It was agreed this issue could not be resolved at this meeting.

Chief Groves asked for an explanation regarding the memorandum pertaining to vehicle insurance.

Ms. Petranic replied insurance must be purchased for all vehicles in our possession.

Dr. Hoover exits the meeting at 3:10 p.m.

FINANCIAL REPORT

Mr. Oberuch reviewed the Financial Report, a copy of which is attached hereto.

There was a dispute regarding the amount of money given to Haz-Mat and/or TROT in the 2002 budget. Therefore, Ms. Petranic distributed copies of this budget, a copy of which is attached hereto, to the Executive Board in order to answer questions and clear up any confusion.

It was decided the Financial Report would be presented after the Chairperson's Comments and Communications at future Executive Board meetings.

Deputy Chief Moledor requested the Green Sheet be withdrawn. It should be noted that no motion to withdraw is required, as a motion to approve the Green Sheet was never presented.

Ms. Petranic made a motion to approve the Financial Report, as presented; District Chief Williams seconded the motion. The motion passed unanimously by voice vote.

MEDICAL REPORT

Due to Dr. McMullen's absence, there was no medical report.

NEXT MEETING

Chief Groves stated the next meeting is tentatively scheduled for **Tuesday, October 22, 2002, at 1:30 p.m., at the Emergency Operations Center, Akron Municipal Building, Basement Level, 166 South High Street, Akron, Ohio 44308.**

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

OTHER BUSINESS

There being no further business to come before the SCSORT Executive Board, the meeting was adjourned at 3:55 p.m.

Respectfully submitted,

CHIEF JAMES PAULETT
Secretary

/slu

Attachments

cc: File