

SCSORT EXECUTIVE BOARD MINUTES
January 20, 2010

Board Member

Captain Steven Groves
Valerie De Rose
Chief Jim Paulett
Phil McLean
Captain Clarence Tucker

Members Absent

Staff/Guest

Tommy Smoot
Sharon McMurray
Sharen Breyer
Chief Paul Moledor

The meeting of the Summit County Special Operations Response Teams (SCSORT) Executive Board was called to order, by Chairperson Steven Groves, on Wednesday, January 20, 2010, at 1:33 p.m., in the Emergency Operations Center, 166 South High St. Akron, OH 44308.

CHAIRPERSON’S COMMENTS AND COMMUNICATIONS

Chairperson Groves reviewed the current correspondence.

Chairperson Groves reviewed a resignation letter from Scott Forshey from the Bath Fire Department. Chief Paulett made a motion to accept the letter of resignation; Captain Tucker seconded the motion. The motion passed unanimously by voice vote. Chairperson Groves requested a letter be sent to Mr. Forshey, thanking him for his years of service and reminding him of his exit physical requirements.

Chairperson Groves reviewed an email from Ms. Valerie De Rose to Alla Magaziner-Tempesta in reference to our Public Utilities Commission (PUCO) Hazardous Materials (HazMat) Grant application status. He stated her reply was that the grant is still in the review stages and that she would be contacting Ms. De Rose at the beginning of February 2010.

Captain Groves reviewed a letter of acceptance to Captain Hower, Bath Fire, as the new HazMat Branch Director

Captain Groves reviewed a new Technical Rescue team member application for Cheryl Hess of Valley Fire. Chief Paulett made a motion to accept this new member application, Captain Tucker seconded the motion. The motion passed unanimously by voice vote.

Ms. De Rose made a motion to approve the minutes; Captain Tucker seconded the motion. The motion passed unanimously by voice vote.

Chief Moledor inquired of the changes to the Codified Ordinances of the County of Summit, entitled “Summit County Special Operations Response Teams Executive Board”, which were submitted at the last meeting.

Ms. De Rose stated that the Law Department was still working on completing the changes.

OLD BUSINESS

TAT Calls/Incident Reports

Chairperson Groves stated that we have not received any TAT calls.

Chairperson Groves stated that by next month, he will have a draft to send to the Summit County Fire Chiefs Association listing the TAT policy changes. He suggested we change our TAT structure to only receive TAT calls from the requesting department's HazMat Technician.

SORT Standard Response – Out of County

No new report.

Share Point Site

Mr. Smoot stated that he distributed the usernames and passwords to those members requesting access.

Chairperson Groves requested administrative rights to the site.

Mr. Smoot confirmed that he would put in a help desk request to give administrative rights to Chairperson Groves.

Special Teams Planner

No new report.

Technicians

Mr. McLean stated he is currently working on the contracts and that once we have selected the Technicians, he will need to verify if they are already in the University of Akron's payroll system.

Ms. De Rose inquired how we were going to advertise for the Technician position.

Chairperson Groves stated we will send the Technician position announcements to the Zone Coordinators and Branch Directors because they have already been doing the burden of the work while managing many other tasks.

Mr. McLean stated the Technicians would fill out the standard time sheet to document their work and inquired if someone could review the time sheets before they reached his office.

Chairperson Groves stated it would be the responsibility of the Branch Directors and/or the Director of Operations to sign off on the work documented on the time sheets.

Chairperson Groves stated the time sheets would be approved monthly at the SORT Board meeting and transferred to Mr. McLean.

Mr. McLean stated the Technicians would be paid once a month.

Chief Paulett inquired how many hours per week are authorized.

Chairperson Groves stated HazMat is authorized for 20 hours per week; TROT and Water are authorized for 5 hours per week. This equals a total of 30 hours per week at \$18.00 per hour for 50 weeks per year. He stated the flexibility of hours is based on workloads, calls and equipment needs.

SORT DISPATCH

Chief Moledor thanked Ms. Sharon McMurray for gathering the yearly call volume to apply for a grant.

Chief Moledor stated there is a Wireless Emergency Notification System (WENS) paging issue that needs to be address. He stated that some departments are still using the alpha pagers system to send out training announcements; however we are not able to program cell phone numbers into the alpha pager system. As a solution, he requested a WENS user name and password from Ms. McMurray and will provide the login information to the SCSORT Executive Board members and Branch Directors.

Ms. De Rose inquired if the WENS paging issue would be solved when the County purchases the WENS program and each community are given sub-accounts.

Chairperson Groves replied only if we assign every dispatcher the ability to activate the SORT Group and he didn't think that we wanted to do that.

Ms. McMurray replied that if those sub-accounts are built for the dispatchers, it would lead to self-dispatching of the SORT teams.

Chief Moledor stated having access to the SORT WENS will allow the Sheriff's office to maintain control of the calls and allow us to put out training notices or cancelations.

Ms. De Rose stated that we plan to ask the Domestic Preparedness Task Force (DPTF) to provide funding for the initial year of WENS for public safety emergency paging use only.

STATE TACs

Hazmat TAC

Chairperson Groves stated the HazMat TAC met January 19, 2010. He was unable to attend this meeting but he talked to Mark Vetter. Mr. Vetter informed him that the State of Ohio is forming a sub-TAC to address the federal target capabilities. Captain Groves stated Ohio will be looking at ways improve Chemical, Biological and Radiological (CBRN) detection and prevention during a preplanned event.

USAR TAC

No new report.

Water TAC

Chief Moledor sated the Water TAC will meet in Columbus, OH January 21, 2010 at 10:00 am.

NEW BUSINESS

Chief Paulett made a motion to keep the same Executive Board in 2010; Ms. De Rose amended the motion to include Captain Tucker as the Vice Chairperson and seconded the motion. The motion passed unanimously as amended by voice vote.

Chairperson Groves reviewed the SORT Team's equipment request list submitted in the letter of intent to apply for the Summit County Emergency Management Agency (EMA) Grant. Captain Tucker made a motion to apply for the Summit County EMA Grant; Chief Paulett seconded the motion. The motion passed unanimously by voice vote.

FINANCIAL REPORT

Mr. Smoot indicated he is still waiting to receive the 2010 budget information.

Chairperson Groves inquired if he could still have the Lumex Mercury Meter repaired.

Mr. Smoot stated that Chairperson Groves could proceed with the repair of the Lumex Mercury Meter and he would pay for the repair with the procurement card.

Ms. De Rose stated Mr. Smoot is currently completing the 2010 LEPC Grant application. Part of the requirement of the LEPC Grant is that we must complete training countywide before we request to purchase equipment. Mr. Smoot contacted the Summit County Fire Chief's Association to survey training needs and Chief Calderone, from Coventry Fire, has 10 personnel that need the HazMat and WMD Awareness courses. She indicated Mr. Mc Lean would follow up with Chief Calderone on this topic.

Mr. Mc Lean inquired if they are firefighters that requested the HazMat and WMD Awareness courses.

Mr. Smoot replied affirmative.

Mr. Mc Lean asked Mr. Smoot to ask Chief Calderone if they were certified firefighters before he called.

Mr. Smoot stated he would email Chief Calderone when he got back to the office.

Chairperson Groves stated they would like to renovate the current decon trailer and wanted to know if that would be a good idea to budget for these updates. He believes we can eliminate staff positions in the trailer if we streamline our decontamination process.

DIRECTOR OF OPERATIONS REPORT

Chief Moledor would like to see a section from the SORT Board members in the monthly newsletter.

Chief Moledor reviewed a resignation letter from Rob Campbell from the Cuyahoga Falls Fire Department. Captain Tucker made a motion to accept the letter of resignation; Chief Paulett seconded the motion. The motion passed unanimously by voice vote. Chairperson Groves requested a letter be sent to Mr. Campbell, thanking him for his years of service and reminding him of his exit physical requirements.

Chief Moledor stated the Water Branch Animal Rescue has been well attended and he has received good feedback from the team members. The Water Branch is currently working on a Standard Operating Guide (SOG).

Chief Moledor reviewed the blue sheet requests.

Ms. De Rose made a motion to accept the blue sheet; Chief Paulett seconded the motion. The motion passed unanimously by voice vote.

Chief Moledor gave a brief overview of the State of Ohio K-9 TAC and its purpose.

GOOD OF THE ORDER

Mr. Mc Lean would like the SORT Board to visit the SORT Zone Coordinator meetings in 2010.

NEXT MEETING

Chairperson Groves stated the next meeting is tentatively scheduled for **February 8, 2010 at 1:30 p.m., at the Emergency Operations Center, Akron Municipal Building, Basement Level, 166 South High Street, Akron, Ohio 44308.**

ADJOURNMENT

Captain Tucker made a motion to adjourn; Ms. De Rose seconded the motion. The motion passed unanimously by voice vote.

CHIEF JAMES PAULETT

Secretary

/tms

cc: File