

**SCSORT EXECUTIVE BOARD MINUTES**  
**June 13, 2011**

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| <u>Board Member</u>     | <u>Staff/Guest</u> | <u>Absent</u> |
|-------------------------|--------------------|---------------|
| Captain Clarence Tucker | Chief Paul Moledor |               |
| Captain Steven Groves   | Chris Miller       |               |
| Chief Tim Gemind        | John Rutecki       |               |
| Phil McLean             | Sharon McMurray    |               |
| Valerie De Rose         |                    |               |

The meeting of the Summit County Special Operations Response Teams (SCSORT) Executive Board was called to order by Chairperson Steven Groves on Monday, June 13, 2011, at 1:37 p.m., in the Emergency Operations Center, 166 South High Street, Akron, OH 44308.

**CHAIRPERSON'S COMMENTS AND COMMUNICATIONS**

**Correspondence sent and received**

2 new applications have been submitted for HAZMAT Team by Walter Shields and Joe Campbell. A motion was made to approve the applications by C. Tucker and P. McLean seconded. The motion carried by voice vote with no abstentions.

S. Groves spoke about the lumber order for Green Fire that was approved by emergency board vote. P. Moledor spoke on the confusion with the order and stated that it had been straightened out by just cancelling the order placed with Lowe's.

S. Groves made the committee aware of the correspondence between the County of Summit Law Department, PraxAir and their collection agency and how the debt is being disputed. C. Miller gave the Board a brief summary of the ongoing PraxAir issue.

S. Groves stated how there is a copy of the Incident Report for the 754 S. Cleveland Massillon HAZMAT incident. Per the boards' request, a GIS map was also included in the chairperson's communications to show the property lines for that address.

P. Moledor brought up an issue with the letters sent out to P. Dague and R. Gipson with the letters stating TROT training when it should be SORT training. He does not think a correction letter needs sent out. T. Gemind feels that a correction letter should be sent out and the board agreed. J. Rutecki is to make corrections and send out new letters.

S. Groves discussed the HAZMAT team application from Michael George. P. McLean made motion to approve and C. Tucker seconded. The motion carried by voice vote with no abstentions.

V. DeRose discussed her conference call on SORT dispatching.

**Approval of minutes – May 9, 2011**

V. DeRose stated a date correction needed made on the SORT minutes, from April 11, 2011 to May 9, 2011.

T. Gemind made a motion to accept the minutes with the date change. P. McLean seconded. The motion carried by voice vote with no abstentions.

## **OLD BUSINESS**

### **TAT Calls**

No official calls. Hudson is trying to condemn a house and is using the ammonium meter to test if the levels of ammonium are low enough for it to be safe for the health department to enter the structure.

There is a need for a photo ID machine for team member identification. This will be further discussed at subsequent meetings.

### **SORT Standard Response**

Nothing new

### **SORT Standard Response – Out of County**

Nothing new.

### **SORT Team Website**

P. Moledor said that Google calendar has been created. Limited access was given to a select list to make sure that format was good. He will get the password out. The calendar is already on the Fire Chiefs website under SORT 1.

S. Groves said that he looked for the calendar but could not find it.

### **Instructor / Technicians**

P. McLean submitted a few requests but he does not have any up to date financial information. As of the last financial report, the remaining balance was \$22,334.35. They will be paying out three technicians. He mentioned that it is coming up on the end of the year and he is not sure how they can expend the money.

C. Miller suggested training for certain equipment which could add to hours. For example SCUBA gear training.

T. Gemind inquired as to how much time they have before they should decide to give back some of the money.

S. Groves discussed the option of adjusting the rate/increasing the pay.

P. Moledor thought that just one year's time was not a good benchmark. He stated that we obviously need and want to do better, so the system will just need some tweaks to make it more successful.

P. McLean said that it's possible too much money was set aside, but thought that the program has done much better and the work is getting done.

### **Joining Policy**

T. Gemind wanted to know if it is still in draft format.

S. Groves stated the name was changed to new membership policy

P. Moledor said it needed to get back out to the group. S. Groves asked if he could bring it next month for discussion and P. Moledor said yes.

### **Dispatch**

V. De Rose discussed her conference call which discussed the new form for TAT callouts and paging. She asked the board to review

S. Groves stated he felt as a team member that there are too many steps.

P. Moledor would like to see check boxes added to the form.

S. Groves wanted to know if he needs to make changes to the contact list, who is to be notified and how do you notify them. He thinks that we need a person to deal with the membership issues. He wants to know how we verify that the information is correct and up-to-date.

P. Moledor thinks the updated form needs to have line for email address. He doesn't think the lists are commingled but there is an issue with the SORT list and Fire Chiefs notifications.

S. Groves stated that the Chiefs do not want to know about training opportunities.

T. Gemind said that the Chiefs do want to know about call responses because they want to be able to give permission.

P. Moledor wanted to know how long it would take to update the list. S. McMurray said that the lists have been corrected and updated.

T. Gemind wanted to know who would be the person to check and verify the information. P. Moledor said that they were being given to him for SORT and T. Gemind for the Fire Chiefs.

S. McMurray spoke on attending working group meetings about what MERC channels are to be used. A group discussion followed on what information needing new information. V. DeRose does not think there have been any changes. S. McMurray will look into 1<sup>st</sup> analog channel for Comm.'s.

### **Planner Report**

C. Miller spoke about the changes to the blue grant sheets that had been discussed in the previous meeting. This was followed by a board discussion on the format of the sheets. The sheet has been simplified and is now an excel spreadsheet that "auto-fits" text

P. McLean wanted to know if there could be a spot for a vendor.

C. Miller stated how we don't always know who the vendor is going to be.

S. Groves wanted to know if there could be a suggested vendor section included.

P. Moledor would also like to see a date line in the header.

### **EMA Grants**

No update

### **State TAC's**

S. Groves talked about Stark County becoming a Type II.

Haz-Mat: No Report

Tech Rescue: No Report

Water: P. Moledor talked about the upcoming meeting and how they were squaring away stipends.

P. Moledor talked about USAR meeting last week and ropes for confined space can be paid for by DOJ funding. Trench funding was not submitted but will be eligible.

### **Financial Report**

V. DeRose talked about C. Miller not requesting pay since January.

P. Moledor wanted to know if the funding for HAZMAT was moving forward. **V. DeRose said that we will be making monthly drawdown requests.**

### **Director of Operations Report**

S. Groves talked about an upcoming FBI/CDC Joint Criminal and Epidemiological Investigation Workshop and how he would like a motion to be made to have someone in attendance (i.e. – sponsor meals and hotel). T. Gemind made the motion and C. Tucker seconded. The motion passed by voice vote with no abstentions.

T. Gemind wanted to know if the Board can approve a set dollar amount. V. DeRose said that this is typically done as not to exceed a certain amount. P. McLean thought that not to exceed \$1,000-\$1,500 would cover it.

S. Groves asked who would handle travel arrangements. V. DeRose said that J. Rutecki would handle those arrangements.

### **Purchases (Blue/Green Sheets)**

Multiple grant requests were approved through the board. Grant request for Appalachian Outfitters purchase of ropes and various sundries. Grant request for My-Fi personal wireless

internet device. V. DeRose made a motion to approve the sheets and C. Tucker was the second. Board approved the grant requests by voice vote with no abstentions.

There was a discussion about an emergency airline repair and the Board discussed approving the \$30 to pay for the bill. P. McLean made motion and C. Tucker seconded. With a new invoice to be provided the Board approved payment and T. Smoot will pay with P-Card.

### **Truck Committee**

S. Groves talked about how board needs to make a decision on purchasing the Copley truck. Chief Benson said that he needed an answer in July.

V. DeRose said that Dave Knott from the Department of Law is looking into the allowance of additional funding sources.

S. Groves talked about how they still have plans for a bare bones truck which would cost around \$300-350K.

P. McLean said that the Board should have a meeting about the truck. A tentative meeting was set for discussing the vehicle options at noon, July 11<sup>th</sup>, before the SCSORT's next scheduled meeting.

### **General Information**

P. Moledor said that he will look into a Decon Training quote. V. DeRose said that it needs to be very specific.

P. Moledor discussed structural collapse training.

P. Moledor talked about the use of the side scan sonar being used for the West Branch incident.

P. Moledor also discussed about working with the Region 5 USAR group. He said we should establish an MOU. He supplied the Region 2 plan for the format. The Board members will read and discuss at the next meeting.

### **NEXT MEETING**

Chairperson Groves stated the next meeting is scheduled for **July 11, 2011 at 1:30 p.m., at the Emergency Operations Center, Akron Municipal Building, Basement Level, 166 South High Street, Akron, Ohio 44308.**

P. McLean made a motion to adjourn and C. Tucker seconded.

### **ADJOURNMENT @ 15:23**

Valerie DeRose  
Secretary

/jr  
cc: File