



**CUYAHOGA COUNTY EMERGENCY SERVICES
ADVISORY BOARD (CCESAB)
ORGANIZATIONAL / EXECUTIVE COMMITTEE
MEETING MINUTES**



Date/Time: Thursday, February 8, 2018 / 2:00 P.M.

Location: Northeast Ohio Regional Sewer District (NEORS), 4747 East 49th Street, Cuyahoga Hts., OH 44125

Attendees (Voting Board Members)

NAME	Present	ASSOCIATION	ALTERNATE	Present
Chief Kenneth Ledford	X	(Chairman)		
Deputy Chief Harold Pretel		Vice-Chair – City of Cleveland	Ron Kauntz	X
Brandy Carney	X (Left early)	Cuyahoga County	Melinda Burt	X
Laura Palinkas	X	City of Cleveland	Alex Pellom	
Mayor Richard Bain	X	Mayors & Managers		
Mayor Kathy Mulcahy (RESIGNED)		Mayors & Managers		
Mayor Michael Summers		Mayors & Managers	Chief Scott Gilman	X
Chief Kevin Nietert	X	Police Chiefs Assoc.		
Chief Patrick Sweeney	X	Fire Chiefs Assoc.		
Lisa Zver		Township Trustee (Olmsted Twp.)	Chief Patrick Kelly	X (Left early)
Kevin Friis		MMRS	Tracy Pate	X
Alex Pellom	X	City of Cleveland		
Mark Christie	X	Office of Emergency Management	Bryan Kloss	
Sheriff Clifford Pinkney		Cuyahoga County Sheriff	Richard Peters	X
Chief John P. Joyce		GCRTA	Sgt. John Medlong	X
CHAIR		FUNCTIONAL COMMITTEES	CO-CHAIR	
Robert Kollar		AMS *Non-Voting		
Sharon Nicastro	X	Citizen Corps	Tom Hartman	
Steven Greene	X	Communications	TBA	
Chief Bruce Elliott	X (Left early)	EMS	Chief Thomas Maund	
Chief Mike Carroll	X	Fire	Chief Briant Galgas	
Beth Gatlin	X	Health & Medical	Rebecca Hysing	
Chief Jim Repicky	X	Law Enforcement	Chief Kelly Stillman	
Michael Dever		Public Works	Bob Girardi	X

MINUTES

1. CALL TO ORDER

Brandy Carney, Cuyahoga County Executive representative, called the Feb. 8, 2018 Organizational Meeting of the CCESAB to order per Bylaws Article 3 Meetings, Section 3.1 Organizational Meeting.

2. ROLL CALL / QUORUM DETERMINATION

Roll was called, and a quorum was in attendance.

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3. NOMINATION / VOTE – CHAIR

Call for nominations for the position of Chair for the CCESAB. Mayor Bain nominated Chief Mike Carroll. Chief Ledford nominated Deputy Chief Harold Pretel, the current CCESAB Vice-Chair. Discussion regarding protocol, as he was absent from the meeting. Nora Hurley indicated the Bylaws were silent. Roberts Rules of Order were referenced. No objections were made by the Board regarding his absence or question of his acceptance of the nomination.

Discussion on whether Chief Ledford can vote. Determined his vote was eligible unless the vote was tied or very close. Moving forward, with no other nominations made, a roll call vote resulted in the following: Chief Mike Carroll=11 votes; Harold Pretel=10 votes. Chief Mike Carroll elected as Chair of the CCESAB for the 2018-2020 term.

Brandy Carney presented a proclamation from the County Executive and plaque commemorating his many years of service as a member and Chair of the CCESAB. Chief Ledford thanked the board and offered his support moving forward.

4. PUBLIC COMMENT – None.

5. APPROVAL OF THE MINUTES (Dec. 14, 2017)

Chairman Chief Carroll asked for a motion to approve the minutes of the Dec. 14, 2018 meeting; Chief Neitert moved; Alex Pellom seconded; all in favor, none opposed, one abstention, minutes approved.

6. OFFICE of EMERGENCY MANAGEMENT (OEM) UPDATE

Mark Christie reviewed trainings scheduled for 2018. Discussed changes to THIRA update, now every 3 years, with annual update of State Preparedness Report. Mitigation plan update, resolutions received from communities. Ready Notify out for RFP and a new vendor, reviews/demonstrations are being conducted. Knowledge Center resource database progressing.

7. PUBLIC SAFETY GRANTS – 2016 UASI Reallocation

Larry Tafe gave an update on FY2015, 2016 and 2017 grant applications, projects and purchases, noting all on schedule for procurement.

Mary Beth Vaughn reviewed the FY2016 UASI reallocation funds available. Question regarding total amount as City of Cleveland requests to reallocate \$90K of unused funds to their camera project and return \$57K for redistribution. At issue is whether total of \$147,000 should be returned for redistribution.

CCESAB Bylaws referenced: **6.6 FUNDING REALLOCATION.** *Any proposed reallocation of funding by any CCESAB member or committee, which exceeds the amount of \$100,000, shall be submitted to the entire CCESAB membership for consideration and approval.*

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Alex Pellom spoke, noting request is for a pre-approved project, under the \$100K threshold and commented on interpretation of the Bylaws in terms of reallocation and release of unused funds as well as previous board practices. Larry Jones gave an update on Cleveland's camera project. Board discussion ensued.

Consensus of the board was to vote on Cleveland's request. Motion made by Alex Pellom to reallocate \$90K to their camera project and release \$57K to the board for redistribution, seconded by Sharon Nicastro. Yes-for Alex Pellom's motion / No-total amount to be returned to board.

Roll call vote: Yes=14; No=4.

FY2016 UASI funding available for reallocation \$115,900.00. Total requests of \$208,000.00, were presented as follows:

Communications Steven Greene, Chief Scott Gilman: portable radios (76 total) \$152,000.00

Law Enforcement Sgt. John Medlong: CBRNE Suits (8 total) \$ 6,000.00

Fire Committee Chief Mike Carroll: Water Team Dry Suits (21 total) \$50,000.00

Questions from the board were answered regarding each request. Concerns relating to the radio request from Notre Dame College were expressed.

8. COMMITTEE REPORTS

AMS – Mark Christie noted Bob Kollar is now Chair of NEORAMSS for a five-year term.

Citizen Corps – Sharon Nicastro reported project continuation. Mark Christie discussed merits of COAD versus Citizen Corps.

Communications – Steven Greene: No report.

EMS - Chief Carroll (for Chief Elliott): Update on Countywide EMS Protocol Committee. EMS Committee will meet March 12th to vote for a Chair.

Fire – Chief Carroll reported committee met in Jan. regarding fund reallocation request. Update on Assistance to Firefighters Grant application.

Health & Medical – Beth Gatlin reported committee held its organizational meeting, chair and vice-chair named, bylaws were updated.

Law Enforcement – Chief Repicky noted committee met to discuss fund reallocation request, chair was elected and alternate named.

Public Works – Bob Girardi discussed reorganization of the Public Works Committee.

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9. CCESAB DRAFT OF AMENDED BYLAWS – 1st READING

Melinda Burt reviewed bylaws revisions and process for amending. Alex Pellom suggested an Ad Hoc committee for further review and greater input from the board. Chief Carroll agreed and encouraged all disciplines to be involved. Nora Hurley noted today can be a 1st Read to be taken under consideration by the Ad Hoc Committee moving forward and clarified the three steps for amendment. Chief Carroll will send an email to board regarding formation of the committee.

10. EXECUTIVE SESSION* - None

11. RECESS

Chief Carroll called for recess so the Executive Committee could meet to discuss the funding requests presented.

12. CCESAB EXECUTIVE COMMITTEE MEETING – Review/Recommendation

Chief Mike Carroll, Ron Kauntz (for Harold Pretel), Laura Palinkas, Mayor Richard Bain, Melinda Burt (for Brandy Carney).

Review and discussion of the funding reallocation requests presented, with regard to priorities and reduction.

13. FULL CCESAB RECONVENES – VOTE

Chief Carroll presented the Executive Committee's recommendation: \$6,000 to Law Enforcement for CBRNE suits; \$32,000 to Fire Committee for water team suits; \$77,900 to Communications for portable radios, recommending elimination of Notre Dame's request.

Motion to accept the CCESAB Executive Committee's recommendation made by Mayor Bain;
Seconded by Laura Palinkas;

All in Favor;

None Opposed;

One Abstention;

Motion Passed.

14. ANNOUNCEMENTS / OTHER BUSINESS – None.

15. ADJOURNMENT

With no further business to discuss Mayor Bain moved to adjourn; seconded by Alex Pellom.