



**CUYAHOGA COUNTY EMERGENCY SERVICES
ADVISORY BOARD (CCESAB)
MEETING MINUTES**



Date/Time: Thursday, December 12, 2013 / 2:00 P.M.

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

Attendees (Voting Board Members)

L=Late

NAME	Present	ASSOCIATION	ALTERNATE	Present
Chief Kenneth Ledford	X	Chairman – Fire Chiefs Assoc.		
Chief Mark Ramach	X	Vice-Chair – (Fire Committee)		
Norberto Colón		Cuyahoga County Rep.	Vallerie Propper	X
Laura Palinkas		City of Cleveland Rep.	Glen Moore	X
Mayor Joseph M. Cicero, Jr.		Mayors & Managers Rep.		
Mayor Richard Bain	X	Mayors & Managers Rep.		
Mayor Michael Summers	X	Mayors & Managers Rep.		
Chief Daniel Gilles		Police Chiefs Assoc.		
Sherrí Lippus		Township Trustee (Olmsted Twp.)	Asst. Chief John Rice	X
Terry Bindernagel	X	MMRS		
Robert Horwatt	X	City of Cleveland Rep.		
Harold Pretel		City of Cleveland Rep.	Ron Kauntz	X
Walter Topp	X	Office of Emergency Management	Brandy Carney	
Sheriff Frank Bova		Cuyahoga County Sheriff		
Chief John P. Joyce		GCRTA		
CHAIR		FUNCTIONAL COMMITTEES		CO-CHAIR
Robert Kollar – Chair	X	AMS *Non-Voting	Peter Killmer	
Sharon Nicastro - Chair	X	Citizen Corps	Michelene Holland	
Chief Christopher Flynn - Chair	X	Communications	Steven Greene	
Chief Joseph Zemek - Chair		EMS	Chief Cornel Munteanu	X
Chief Mark Ramach – Chair		Fire	Chief Briant Galgas	
Beth Gatlin - Chair		Health & Medical	Rebecca Hysing	X
Chief Scott Lee - Chair		Law Enforcement	Chief Kevin Nietert	X
Bob Girardi - Chair	X	Public Works	Bill Boag	

AGENDA ITEMS

- 1. CALL TO ORDER:** Chief Ledford called the meeting to order.
- 2. ROLL CALL / QUORUM DETERMINATION:** Michelle Norton called the roll, quorum present.
- 3. PUBLIC COMMENT:** None.
- 4. APPROVAL OF MINUTES**
Chief Ledford called for a motion to approve the minutes of the October 10, 2013 meeting; Chief Ramach moved; Chief Flynn seconded; all in favor; none opposed; minutes approved.



CUYAHOGA COUNTY EMERGENCY SERVICES ADVISORY BOARD (CCESAB) MEETING MINUTES



5. OEM ADMINISTRATOR UPDATE

Walter Topp reported on various workshops held including Exercise & Training, Emergency Coordinators, and Emergency Support Function (ESF) workshops, Knowledge Center incident management software training in progress. Comments on 2013 State Homeland Security Program (SHSP) grant approvals. The Cuyahoga County Ready Notify and the Ready Cuyahoga programs initiated.

COMMITTEE REPORTS

***Report out on FY2011 UASI & FY2012 SHSP Projects**

AMS – Bob Kollar

Report on Area Maritime Security Assessment to be updated by Sept. 2014. Public safety groups assisting include CCOEM, NEORFC, and Cleveland Fire, exercises to be scheduled. FY 2013 Port Security Grant recipients update. Additional Maritime issues and considerations were discussed.

Citizen Corps – Sharon Nicastro

Continued plans to collaborate with Region II Citizen Corps in 2014; meeting Jan. 2014 for disposition of grant funds and allowable expenditures. Implementing credentialing for CERTs, and training on qualifications. The Red Cross is inventorying supplies/equipment for impending severe winter weather.

Communications – Chief Flynn

Report on radio request solicitation from county fire and police departments; sub-committee convened for ranking and recommended distribution. Committee voted on contingency plan for reallocation of funds-to be used for radio purchase. Request for County's Legal Dept. to determine if County radios can be given to private entities that work with law enforcement (i.e. Notre Dame University Police). Mayor Summers suggested Memorandums of Understanding (MOU's) and prioritizing if allowed.

EMS – Chief Munteanu

Committee met and discussed coordinating repurposed supplies from mass casualty kits for a more usable bag. Items contained currently satisfy FEMA requirements for mass casualty and active shooter incident response.

Fire – Chief Ramach

Reported funds will be spent down; concerns with purchase time in relation to expiration date of some disposable items. Exercise and trainings are on target. Chief Ramach talked about specialty teams with respect to decreased grant funding and the need to find additional funding sources in the future to sustain them. Chief Ramach will retire January 2014; new Fire Committee Chair has been elected, Chief Mike Carroll, Lyndhurst Fire Dept. He commented he enjoyed serving on this Board.

Health/Medical – Rebecca Hysing

Reported committee met November; noting FY2011 projects are moving forward with anticipation of spending down all funds. Next meeting scheduled March 28, 2014.

Law Enforcement – Chief Nietert

Reported outstanding items include SWAT training and bomb robot; items will move forward for completion.



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Public Works – Bob Girardi

Committee did not meet. There is \$3,600.00 (back-fill funds) available for reallocation

6. EXECUTIVE SESSION – None

7. PUBLIC SAFETY GRANTS

Jerry Mullins noted the only funds available for reallocation is Public Works’ \$3,600.00.

Vallerie Propper stated the County’s position to reallocate any remaining funds to Communications for radios.

ACTION ITEM	
Chief Ledford called for a motion to approve the reallocation of FY2011 UASI funds in the amount of \$3,600.00 from the Public Works Committee (back-fill) to the Communications Committee for the purchase of radios;	Chief Ramach moved; Vallerie Propper seconded the motion; All in favor; None opposed; Motion passed.

8. ANNOUNCEMENTS / MISC. BUSINESS

ACTION ITEM	
Chief Ledford called for a motion to approve the Emergency Operations Plan Annexes: 1) Damage Assessment Annex 2) Public Works Disaster Procedure Manual 3) Shelter Operations Annex	Chief Ramach Bain moved; Glen Moore seconded the motion; All in favor; None opposed; Motion passed.

Chief Ramach spoke of his retirement plans. The Chairman position will be up for election as well as replacement of the Vice Chair position at the February 2014 Organizational meeting.

Chief Ledford recommended Harold Pretel as a nominee for Vice-Chair.

He wished all members “Happy Holidays”.

9. NEXT MEETING Thursday, February 13, 2014 at 2:00 p.m. at NEORSD

10. ADJOURNMENT Chief Ledford moved to adjourn; Chief Ramach seconded; meeting adjourned.