



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



Date/Time: Thursday, February 12, 2015 / 2:00 P.M.

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

## Attendees (Voting Board Members)

L=Late

NAME	Present	ASSOCIATION	ALTERNATE	Present
Chief Kenneth Ledford	x	Chairman – Fire Chiefs Assoc.		
Cmdr. Harold Pretel	X	Vice-Chair – City of Cleveland	Ron Kauntz	
Kenneth Mills		Cuyahoga County	Norberto Colón	
Laura Palinkas	X	City of Cleveland	Larry Jones II	
Mayor Joseph M. Cicero, Jr.		Mayors & Managers		
Mayor Richard Bain		Mayors & Managers		
Mayor Michael Summers		Mayors & Managers		
Chief Timothy Malley	X	Police Chiefs Assoc.		
Sherri Lippus		Township Trustee (Olmsted Twp.)	Chief John Rice	
Terry Bindernagel	X	MMRS		
Robert Horwatt	X	City of Cleveland		
Walter Topp	X	Office of Emergency Management		
Sheriff Frank Bova		Cuyahoga County Sheriff	Bryan Smith	X
Chief John P. Joyce		GCRTA	Thomas Murawski	X
<b>CHAIR</b>		<b>FUNCTIONAL COMMITTEES</b>	<b>CO-CHAIR</b>	
Robert Kollar – Chair	X	AMS *Non-Voting	Peter Killmer	
Sharon Nicastro - Chair	X	Citizen Corps		
Chief William Shaw - Chair	X	Communications	Steven Greene	
Chief Joseph Zemek - Chair		EMS	Chief Cornel Munteanu	X
Chief Mike Carroll – Chair	X	Fire	Chief Briant Galgas	
Beth Gatlin - Chair	X	Health & Medical	Rebecca Hysing	
Chief Scott Lee - Chair	X	Law Enforcement	Chief Kevin Nietert	
Bob Girardi - Chair		Public Works	Bill Boag	

## AGENDA ITEMS

### 1. CALL TO ORDER

Chief Kenneth Ledford called the meeting of February 12, 2015 to order; introducing new members Chief Timothy Malley, Lakewood Police Dept., and Chief William Shaw, Solon Fire Dept.

### 2. ROLL CALL / QUORUM DETERMINATION

Roll was called, quorum present.

### 3. NOMINATION / VOTE VICE-CHAIR

Chief Ledford noted Harold Pretel's nomination at the last meeting to continue as Vice-Chair. Call for additional nominations from the floor; with none being given the call was closed. CCESAB members in attendance voted unanimously in favor Harold Pretel as Vice Chair.

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**4. PUBLIC COMMENT**      None.

**5. APPROVAL OF THE MINUTES**

Chief Ledford asked for a motion to approve the meeting minutes of December 11, 2014; Harold Pretel moved; Sharon Nicastro seconded; all in favor; none opposed; minutes approved.

**6. OFFICE of EMERGENCY MANAGEMENT (OEM) ADMINISTRATOR UPDATE –**

Water Topp reported on county administrative changes, EOC update, OEM initiatives and trainings. (See attached).

**7. PUBLIC SAFETY GRANTS**      No report.

**8. COMMITTEE REPORTS**

**AMS – Bob Kollar**

Committee met; report on upcoming water safety trainings relative to upcoming RNC in 2016; FY2015 Port Security Grant has not been announced, stalled in Senate due to budget issues.

**Citizen Corps – Sharon Nicastro**

Report on Voluntary Organization Active in Disaster (VOAD) collaborations; resolution of background checks for volunteers; update on equipment, trainings and core capabilities; Red Cross to assign alternate representative.

**Communications – Chief William Shaw**

Reported signed MOU with Ohio dept. of Transportation for MTAC programming; committee goals for cross-zone interoperability training and review of THIRA. COM-L exercise coordination.

**EMS – Chief Bruce Elliott**

Committee has not met, currently reviewing Threat & Hazard Identification Risk Assessment (THIRA); mass casualty trailer policy, procedure and equipment.

**Fire – Chief Mike Carroll**

Committee met to review THIRA and specialty team trainings and upcoming seminars. 2014 Annual Report of activities to be submitted.

**Health & Medical – Beth Gatlin**

Committee is working on supply list for Mass Casualty Incident (MCI) trailers; EOC tour and training for hospitals; regional Ebola plan with health departments and hospitals. Rebecca Hysing commented no measles outbreaks have been reported this year, will send updated immunization schedule by email.

**Law Enforcement – Chief Scott Lee**

Committee met in January with discussion of upcoming grants and the Republican National Convention.

**Public Works - No Report**

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**9. EXECUTIVE SESSION – None**

**10. ANNOUNCEMENTS / OTHER BUSINESS**

- Mark Christie noted Urban Area Homeland Security Strategy Workshop March 25<sup>th</sup>.
- Harold Pretel commented on recent meetings with Dept. of Homeland Security regarding logistics for the Republican National Convention (RNC) and the need for the CCESAB to consider local representation for disciplines that will be involved. Discussed needs and resource request possibilities.

**11. ADJOURNMENT**

With no further business the meeting was adjourned.

**NEXT MEETING** April 9, 2015, 2:00 p.m. at NEORSD



## Administrator's Report: CCESAB – Thursday, February 12, 2015

### Notes:

- The Cuyahoga County administration transition continues. Norberto Colon will leave the County and his position will be filled by former Sheriff Frank Bova. The position has been re-named and Bova will be the **Chief Community Safety and Protection Officer**. Clifford Pinkney will serve as **County Sheriff**. **Director of Public Safety and Justice Services**, Ken Mills, will become the **Regional Director of Corrections** where he will report directly to the Sheriff. Mills will be replaced by George Taylor, retired Deputy Chief of Police in Toledo, Ohio and current Assistant Chief of Police in Westerville, Ohio. Taylor will oversee all activities of the Cuyahoga County Department of Public Safety and Justice Services, including **Emergency Management**, Custody Mediation, Regional Enterprise Data Sharing System (REDSS), and the Witness Victim Services Center. He will also collaborate with community partners and stakeholders to advance various public safety goals and initiatives.
- EOC Update: Detailed design work is continuing on the **EOC/Regional Communications Center/Special Operations Facility** to be constructed in Broadview Heights. Target date for completion remains late winter/early spring of 2016. The lead design/build contractor (Shook Construction) was hired in December and numerous sub-contractors are now participating in the final design process.
- In December we completed our **Emergency Management Assessment Program (EMAP)** self-assessment and our assessment visit has been scheduled for June 15-19, 2015. We are on track to become the first county/municipal emergency agency in Ohio to become certified.
- **Republican National Convention 2016**. Some initial planning has occurred, but detailed work is contingent upon US Secret Service designation of a Special Agent in Charge for the event. That appointment is now scheduled to occur in April, 2015. In the near term OEM is focusing on staff training and readiness to be prepared for whatever role we are assigned.
- In addition to OEM staff training, we are developing an **ESF qualification program** to identify baseline emergency management training requirements for ESF personnel who are assigned to work in our EOC during an activation. We are also identifying training requirements for Emergency Coordinators.



#### Program Updates:

- **Ready.Certify**
  - 3 communities are certified (Bedford, Independence, Olmsted Falls)
  - 24 communities are enrolled (Brooklyn is near completion)
- **Ready.Notify**
  - 14 communities are using the system
  - More than 14,035 persons are registered (includes county employees, residents of participating communities, and other county residents)
- **Knowledge Center software**
  - Training sessions have been conducted in all county planning regions
  - 44 municipalities have completed the training
  - We will work with individual municipalities to provide additional training and system access
  - This year we will begin sending messages over the system to provide opportunities for users to become more familiar with the software.

#### **Training Opportunities and Exercises:**

- ICS-300, March 9-11<sup>th</sup> at NASA. – Facilitated by TEEX - Register on the County's website. (seats available)
- L-962 Planning Section Chief (PSC) course – March 9-12<sup>th</sup> at NEORS. (Class is Full)
- 1<sup>st</sup> Annual Ohio Region II Technical Rescue Conference – March 20<sup>th</sup> at Independence Register on the County's website
- SKYWARN Training – April 13<sup>th</sup> (6-830pm) Mayfield Civic Center – No Registration required
- G-775 – EOC Management and Operations course – April 23-24 – at NEORS - Register on the State's website (seats left)
- IS-605b IA Damage Assessment course (including Train the Trainer component) – May 5<sup>th</sup> at Middleburg Heights. *(This course is being conducted in conjunction with an Emergency Coordinator's Workshop that will include additional content. Detailed agenda will be distributed shortly.)*
- US Coast Guard & Ohio EPA **Full-Scale Exercise** on June 17-18, 2015 (3-Days).
- Cleveland NDMS-CRI **Full-Scale Exercise** on July 21-23, 2015 (3-Days).