

# SCSORT Executive Board Meeting Minutes

February 11, 2019

## Board Members:

Tommy Smoot  
David O'Neal  
Brett Reinbolt  
Steve Leslie  
Dennis Ragins

## Staff/Guests:

Richard Smith  
Tim Gemind  
Rob Keener  
Paul Amonett  
Ian Faieta  
Tim Moraan

## Board Members Absent:

This meeting of the Summit County Special Operations Response Team (SCSORT) Executive Board was called to order by David O'Neal on Monday, February 11, 2019 at 8:06 a.m. in the EMA Conference Room, 175 S. Main St., Suite 103, Akron, Ohio 44308.

- **Approval of minutes – January 22, 2019**

Steve Leslie motioned for the approval of the minutes, with Brett Reinbolt as the second. The motion carried by voice vote.

- **Chairperson's Comments/Correspondence**

David O'Neal reviewed and spoke on the correspondence and passed around.

- No electronic votes
- Steve Leslie made a motion to accept the resignation of Chris Bower (Hazmat), Jason Lotz (TROT) and Michael Boyd (TROT) with Dennis Ragins as the second. The motion was carried by voice vote.
- Steve Leslie made a motion to accept the current IMAT applications with Brett Reinbolt as the second. The motion was carried by voice vote.

- **SORT DISPATCH**

Leigh-Ann Slaughter stated the SRA call out on Friday went well. Leigh-Ann stated the CAD project is moving forward and she is working on building the different call out groups. The 25th year Dispatcher Dinner will be on April 7<sup>th</sup>. Please contact Lori Pesci if you would like to donate or help in any way.

- **INSTRUCTOR TECH**

Dennis Ragins forwarded an electronic copy of the Instructor Tech budget. The remaining money is balance is currently around \$5,158.05/\$11,606.59.

- **BRANCH DIRECTOR'S REPORT**

- **HAZMAT**
  - Paul Amonett reported they had 2 responses. Hazmat radios have been rolled over to the new system.
- **WATER**
  - Scott Duber sent in his report. Capt. Duber is currently working his submittal for the EMA grant. He is getting quotes for dive gear. Water did GPS training in

Green. Water had no call outs this month. Tim Gemind, Scott Duber and Lt. Bickett went to the SCSO to look at a trailer.

- **TROT**

- Richard Smith reported they are going to EJ Thomas for training this week, courtesy of Goodyear. TROT is currently working on grant requests with a tow vehicle being their first priority. Richard received an email from Mark Chapple from Ravenna regarding a training with the National Guard in August but the details are to be worked out.

- **IMAT**

- Ian Faieta stated they reviewed the team applications that are being presented to the SORT Board today and are putting together an IMAT team manual. Chief Funai is requesting the SORT Board is the authority having jurisdiction to approve the IMAT credentialing.
- Steve Leslie made a motion that the SCSORT Board has the authority for the jurisdiction of the IMAT team, with Dennis Ragins as the second. The motion was carried by voice vote.

- **REGION V**

Tim Morgan stated Region V discussed team participation and guidelines. Tim Morgan also stated they are having each county submit their MRP by March 1<sup>st</sup>.

- **SPECIAL TEAMS PLANNER**

Tim Gemind report:

- Oil changes and chassis lubes will be done on the 2 large TROT vehicles and the tow vehicle
- Tim sent out the Stow Hazmat reimbursement to all involved
- Mobile radio for the flatbed truck in Sharon Township was installed
- Several departments were completing ice dive trainings
- Lettering for the flatbed truck will be scheduled
- Tim has received very few annual training hour forms with the deadline being 3/1. Chief O'Neal will mention at the Fire Chief's meeting

Tim Gemind passed out the expense report for this month.

Tim Gemind discussed the purchase request sheet. Steve Leslie made a motion to approve the purchase sheet with Steve Reinbolt as the second. The motion was carried by voice vote.

- **OLD BUSINESS**

Lori Pesci stated the IMAT information has been added to the SOG.

Dave O'Neal discussed the vehicle preventative maintenance form. Need to add a signature line. Board discussed that if the form does not get completed, the Board will send a letter to that Chief looking for follow-up.

Chief Leslie inquired if there is an MOU when a department houses a vehicle. There is a MOU for the ATV in Hudson. Lori Pesci will have the Law Department look at this.

Paul Amonett discussed the blood sample issue. Paul Amonett stated after the last board meeting, Dr. McHugh was onboard with destroying the blood samples, but Paul Amonett asked for this in writing. The SORT Board discussed putting a form letter out regarding destroying the blood samples. Lori Pesci suggested using the retirement system to retrieve addresses. Chief O'Neal inquired if Dr. McHugh still would like to be the medical director. The SORT Board discussed other possibilities.

Paul Amonett stated Hazmat is in the process of consolidating all the team medical records. The records are currently in a room at Akron General Hospital. Hazmat is putting together a program that will pull out deceased records to be shredded and resignations to go back to their department under OSHA standards. If a member is still on the job, but has left Hazmat, the file will stay in the record at Akron General. Paul Amonett is working on a policy for this consolidation.

Lori Pesci discussed the Instructor Tech audit. The process we are currently using is not auditable. The audit department suggested not using the University of Akron for training and to process through Summit County Emergency Management. Trainers would submit an application, have a contract, submit a standard reimbursement form, have a sign in training sheet and the hourly rate would be \$27.50. They would receive a 1099 at the end of the year from the County. For the maintenance portion of the vehicles, there will be a contract with the community that houses a SCSORT vehicle. Lori Pesci has talked to all the Fire Chief's that house a vehicle. The law department will execute the agreements with the communities. The community will be required to maintain and service the vehicle it houses. The contract with the University of Akron expires on 2/28. Chief O'Neal stated only essential training should happen in February with the new implementation to take place March 1<sup>st</sup>. The SCSORT Board discussed the issues that could arise with this transition. They also discussed LEPC can only fund Hazmat and LEPC can contract with whomever they want to \$15,000. The SCSORT Board discussed using County assets by the community housing the vehicle. The SCSORT Board decided the training portion of the Instructor Tech would move forward March 1<sup>st</sup> and the vehicle maintenance would not change until April 1<sup>st</sup> after more changes have been worked out.

- **NEW BUSINESS**

Tommy Smoot stated the notification system would be changing. WENS has increased the renewal price significantly. The plan is to switch to Civic Ready. Leigh-Ann Slaughter will generate a list of SORT groups to check over before the switch. WENS contract expires 4/30/19.

Judy Kelly asked all BP cards be returned to the EMA office. Richard Smith stated the new WEX cards are working.

- **GOOD OF THE ORDER**

None

- **NEXT MEETING**

March 11, 2019 @ 8:00 in the EMA Conference Room

- **MEETING ADJOURNED**

Steve Leslie made a motion to adjourn with Brett Reinbolt as the second. The motion was carried by voice vote.