Franklin County Emergency Management and Homeland Security  
Executive Committee Meeting  
January 18, 2017

I. Call to Order
Mr. William Vedra, Chair, called the meeting of the Franklin County Emergency Management and Homeland Security Executive Committee to order at 10:04 a.m. The meeting was held at the Grove City Library, 3959 Broadway, Grove City, Ohio.

II. Roll Call
Officers Present:
William Vedra, Jr., Chair, representing Mayor Ike Stage, City of Grove City
David Collinsworth, Vice-Chair, City of Westerville

Members Present:
Director Ned Pettus, Jr., Columbus Division of Public Safety
Ramona Patts, representing Mayor Andrew Ginther, City of Columbus
Sherry Kish, Columbus Division of Technology
Michael J. Fielding, representing Dr. Teresa Long, Columbus Health Commissioner
Ken Wilson, representing Franklin County Commissioner Kevin Boyce
Michael Daniels, representing Franklin County Commissioner Marilyn Brown
Erik Janas, representing Franklin County Commissioner John O’Grady
Dallas Baldwin, Franklin County Sheriff
Mayor Ike Stage, City of Grove City, Ohio
Steve Kennedy, Prairie Township
Theodore Staton, City of Upper Arlington
Preston Moore, representing Mayor Kim Maggard, City of Whitehall FD

A quorum was present.

Staff and Others Present
Sarah Moore, City of Columbus, Department of Public Utilities
Jan Bartel, FCEM&HS
Becky Brady, FCEM&HS
Darrel Koerber, FCEM&HS
Kelly McGuire, FCEM&HS
Jeffrey Young, FCEM&HS
David Conley, Franklin County Sheriff’s Office
George Capehart, Franklin County Sheriff’s Office
Jim Gilbert, Franklin County Sheriff’s Office
Jennifer Uhrin, City of Grove City
Chuck Boso, City of Grove City
Shawn Quincel, Jackson Township FD
Randy Little, Jackson Township FD
Craig Stone, OSU PD
III. Chair Vedra introduced Mayor Ike Stage who welcomed all and said it was an honor to host the FCEM&HS Executive Committee meeting. Grove City has a population of 40,000 and Mount Carmel Health and Ohio Health are building new facilities in the area. Mayor Stage and Chair Vedra introduced Grove City Staff who were in attendance including:

- Chuck Boso, City Administrator
- Jennifer Uhrin, Executive Assistant, City of Grove City
- Randy Little, Chief, Jackson Township Fire Department
- Shawn Quincel, Deputy Chief, Jackson Township Fire Department
- David Conley, Franklin County Sheriff’s Office
- Earl Smith, former Franklin County Sheriff
- George Capehart, Franklin County Sheriff’s Office
- Jeff Pearson, Chief, Grove City Police Department

Chair Vedra recognized Ms. Sarah Moore, Emergency Preparedness Chief, Columbus Department of Public Utilities, who was in attendance.

IV. Pledge of Allegiance – Chair Vedra led the Pledge of Allegiance.

V. Introductions – Director Jeff Young introduced himself and FCEM&HS staff who were in attendance:

- Darrel Koerber, Deputy Director
- Jan Bartel, Fiscal Manager
- Kelly McGuire, Public Information Officer
- Rebecca Brady, Office Manager

VI. PRESENTATION – November 28, 2016 Attack on OSU – Chief Craig Stone, OSU PD

Chief Stone reported on the November 28, 2016, attack on OSU. His presentation included an overview of the number of people who visited, are enrolled, live on campus, and the number of students who live in the North Residential District in 2016; how the attack unfolded; the possible motives of the attacker; response and After-Action Report Findings. Chief Stone’s PowerPoint is attached to these minutes for additional information.

Chief Stone thanked all who assisted at the incident including Columbus Police Department; Columbus Dispatch Center; Franklin County Sheriff’s Office; Ohio State PD; FBI; ATF; Upper Arlington PD; Whitehall PD; Grove City PD; and Ohio Homeland Security.

VII. Approval of Meeting Minutes

A. Chair Vedra asked for a motion to approve the October 13, 2016, meeting minutes. Mr. Erik Janas motioned to approve; seconded by Mr. Steve Kennedy. The vote was taken and the motion passed unanimously.
VIII. Financial Reports
A. Deputy Director Darrel Koerber reviewed the financial reports for November and December 2016. Director Young said FCEM&HS crafted financial statements he is hoping is more readable to the Executive Committee including a 2016 Cash Analysis and a Budget Report that includes Operations and Outdoor Warning Accounts. Director Young would like committee member’s feedback on this new report.
1. Chair Vedra asked for a motion to approve the Financial Report. Mr. Michael Daniels motioned to approve; seconded by Mr. David Collinsworth. The vote was taken and the motion passed unanimously.

IX. Personnel and Finance Committee
A. Chair Vedra thanked Mr. Wilson and his Human Resource’s staff for assistance with the FCEM&HS policy booklet. Director Young and Cara Flannery, Franklin County Human Resources, reviewed the booklet with staff and it was well received. Director Young stated the new policy booklet speaks to topics that had not been addressed before including Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA) and Fraud Reporting.

Employee complaints will now be steered to a Franklin County Human Resources professional, who will then bring the issue to the attention of the Personnel and Finance Committee.

B. Director Young explained Resource Management has been unaddressed for a long period of time. With the Executive Committee’s approval, Director Young would like to have the current CERT Volunteer Coordinator, Chris Williams, take on the role of Operations/Resource Manager. Director Young explained Mr. Williams was over-qualified and under-utilized as a volunteer coordinator; he will continue to work with the CERT Volunteer Program but the position will be reclassified as an Operations/Resource Manager position.

Mr. Williams will develop and track public resources; documenting and working with non-governmental organizations as well as the private sector. A list will be developed with correct documentation of points of distribution, whether it is with the National Guard, Debris Management, Public Health, etc. The position was funded in the 2017 budget.

C. Mr. Michael Daniels asked what salary class is the Operations/Resource Manager position. Director Young said no pay grade is assigned to any FCEM&HS position; however, he has been working with Franklin County Human Resources, and, as employee evaluations are completed this month (January) a pay range will be assigned to each position. Director Young stated he is working on the next step which will be how an employee will move through the pay range – starting at the lower end and increasing based on proficiency, work, certifications, etc.
D. Director Young introduced the new FCEM&HS Organization Chart effective February 1, 2017. The Director, Deputy Director, Fiscal Manager and Public Affairs Officers are considered the Executive Team. Mr. Collinsworth suggested the Executive Committee be placed on the Organization Chart.

Franklin County Emergency Management and Homeland Security (FCEM&HS)

Organization Chart

*Effective February 1, 2017*

X. Agency Update

**Director Activities**

- **Agencies**
  - Ohio EMA
  - Homeland Security
  - OSU Public Safety
  - Ohio National Guard
  - Central District (Region 4 EMA Directors)

- **Partner Organizations**
  - HSAC
  - Franklin County Fire Chiefs
  - Franklin County Police Chiefs
  - Infraguard
  - Volunteer Coordinating Council (CERT/LEO)
  - CERT
  - COTS
2016 Risk Assessment for Franklin County
Top Hazards, Ranked

1. Tornadoes
2. Cyber Threat
3. Infectious Disease
4. Flooding
5. Lone Wolf Terrorist Attack
6. Dam Failure
7. Utility/Energy Interruption or Failure
8. Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE) Terrorist Incident
9. Severe Winter Weather
11. Civil Disturbance
12. Severe Summer Weather
13. Transportation Accident- Aircraft
14. Space Weather
15. Extreme Heat
16. Earthquakes
17. Invasive Species
18. Air & Water Pollution/ Contamination
19. Drought

XI. Old Business
1. The 2015 Executive Committee Retreat Core Competency and Action Items from the 2015 Retreat. Director Young has worked on actions taken to date on the items listed below. Chair Vedra proposed the Executive Committee, at its April meeting, discuss what has been accomplished since the retreat and possibly scheduling a retreat in 2018 with a facilitator.

2015 Executive Committee Retreat Core Competency Action Items

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<td>• Communicating available resources</td>
<td>• Real-life event reviews with outside agencies.</td>
<td>• New Regional/Grant selection Process.</td>
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<td>• ICS Training.</td>
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<td>• Schedule OSU for after action in response to violent incident.</td>
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<td>• 2017 Executive Committee meeting locations varied.</td>
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Franklin County Emergency Management and Homeland Security Executive Committee
January 18, 2017 Meeting Minutes
XII. New Business

1. Elections – Chair Vedra explained according to the Executive Committee By-Laws a chairman is to be elected every January. The floor was opened for nominations and Mr. Erik Janas nominated William Vedra to continue as Chair in 2017, and Mr. Collinsworth to continue as Vice-Chair. The motion was seconded by Mike Fielding. No additional nominations were made. A motion to elect William Vedra as chair and David Collinsworth as Vice-Chair was made by Preston Moore; seconded by Steve Kennedy. The motion passed unanimously.

XIII. Open Forum

1. Director Young said the Franklin County Chiefs’ Association’s (FCCA) meeting was filmed by a production company producing a documentary on the opioid epidemic in Franklin County.
Ohio. The film crew also filmed the outside of the FCEM&HS facility. The documentary will be shown on Showtime sometime in the summer of 2017.

2. The FBI has reported there are no credible threats in Central Ohio regarding the Presidential Inauguration on January 20, 2017. FCEM&HS will not open the Emergency Operations Center (EOC).

XIV. Adjournment
Mr. Bill Vedra asked for a motion to adjourn the meeting. Mr. Michael Daniels motioned to adjourn; Mr. Erik Janas seconded. The meeting was adjourned at 11:26 a.m.

XV. Next meeting date: Wednesday, April 26, 2017, hosted at Upper Arlington.

Submitted by:
Becky Brady, Recording Secretary

William J. Vedra, Chair

Jeffrey J. Young, Director

Date

Date