



**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.



11-28-2016 Attack on OSU
Craig A. Stone, Chief of Police

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.



FCEM&HS Employee Handbook
Revised 02/2017

- 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.

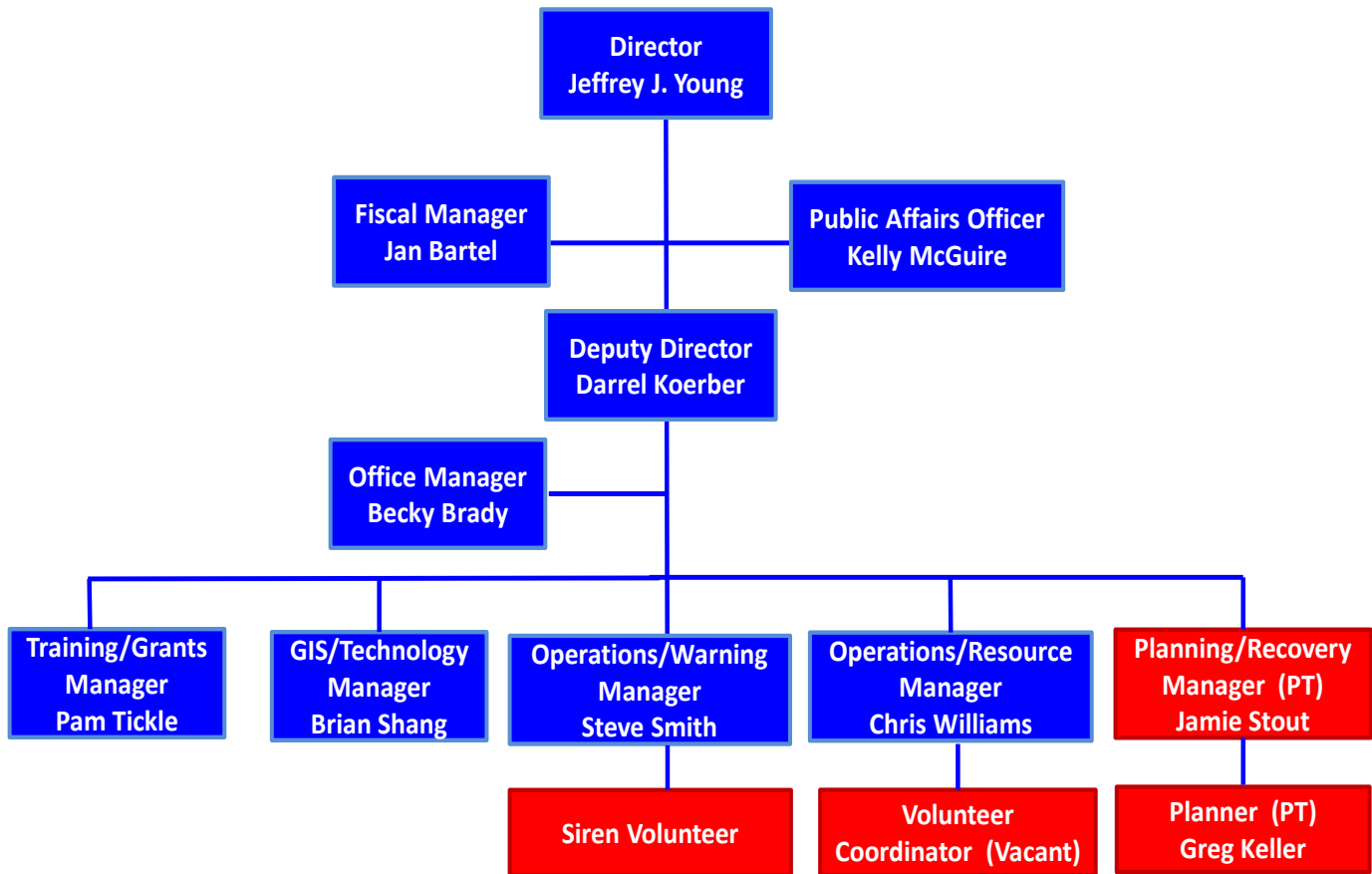
- C. Mr. Michael Daniels asked what salary class is the Operations/Resource Manager position. Director Young said no pay grade is assigned to any FCEM&HS position; however, he has been working with Franklin County Human Resources, and, as employee evaluations are completed this month (January) a pay 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
- CPAC/LECC/SERC
- COTS
- CERT

2016 Risk Assessment for Franklin County

Top Hazards, Ranked

- | | |
|--|--|
| 1. Tornadoes | 10. Hazardous Materials Incidents |
| 2. Cyber Threat | 11. Civil Disturbance |
| 3. Infectious Disease | 12. Severe Summer Weather |
| 4. Flooding | 13. Transportation Accident- Aircraft |
| 5. Lone Wolf Terrorist Attack | 14. Space Weather |
| 6. Dam Failure | 15. Extreme Heat |
| 7. Utility/Energy Interruption or Failure | 16. Earthquakes |
| 8. Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE) Terrorist Incident | 17. Invasive Species |
| 9. Severe Winter Weather | 18. Air & Water Pollution/ Contamination |
| | 19. Drought |

XI. Old Business

- 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

	<ul style="list-style-type: none"> Information sharing of available grants 	<ul style="list-style-type: none"> More grants aligned with priorities. Find authority levers for decision-makers. 	<ul style="list-style-type: none"> New <i>Regional</i> Grant selection Process.
Training	<ul style="list-style-type: none"> Communicating available training, EOC training, ICS training. 	<ul style="list-style-type: none"> Real-life event reviews with outside speakers sharing training events. Meeting locations outside of FCEM&HS building. 	<ul style="list-style-type: none"> Schedule OSU for after action in regards to violent incident. 2017 Executive Committee meeting locations varied.

2015 Executive Committee Retreat Core Competency Action Items

Core Competency	2015 Assessment as being fulfilled (Retreat)	Direction from 2015 Retreat	Actions to date
Warning Systems	<ul style="list-style-type: none"> • Good Tornado system. • New Mass Notification system. 	<ul style="list-style-type: none"> • Use more social media. • Increase Mass Notification • Connect with Fusion Center. • Serve all age groups. • VOIP msg. during event on television. 	<ul style="list-style-type: none"> • Contract with marketing firm for messaging (social media). • Social Media roll out 3/2017. • Research community engagement module available through Everbridge. • Link on Deaf Services home page.
Emergency Ops Center	<ul style="list-style-type: none"> • Right players are present. • Good Space and equipment. 	<ul style="list-style-type: none"> • Better understanding of daily work at Agency. • Connection with Local EOC (OSU, Columbus, CMH). • Duplication??? • Mobile EOC? 	<ul style="list-style-type: none"> • Re-define roles/responsibilities. • Discussions with OSU/County/DPU regarding EOC. • Special team activation plan/support
Recovery	<ul style="list-style-type: none"> • Good Training. • Adequate 	<ul style="list-style-type: none"> • What is EMA role??? • Increase Experience. • Get AEP and Col Gas at Table. 	<ul style="list-style-type: none"> • Develop/update Debris Management plan in progress). • Dedicated point of contact developed with AEP. • Update Recovery Plan (distributed).
Planning	<ul style="list-style-type: none"> • Grant Application Process. • Risk Assessment. • Threat Assessment. • Planning is dictated by grant monies. 	<ul style="list-style-type: none"> • Planning for what we need, then find funding. 	<ul style="list-style-type: none"> • 2015 SHSP Grant Management. • 2016 new Regional Grant process (swat, mass fatality, rescue). • Update Threat Assessment. • Recovery Plan. • Debris Management Plan. • Grant for update of Natural Hazards Mitigation Plan.

*Red= action pending or not addressed
 *Green=ongoing or continual

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

• Information sharing of available grants.	• More grants aligned with priorities. • Find authority levers for decision-makers.	• New Regional Grant selection Process.
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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