



**Franklin County Emergency Management and Homeland Security  
Executive Committee Meeting  
July 19, 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 9:34 a.m. The meeting was held at Franklin County Emergency Management and Homeland Security, 5300 Strawberry Farms Boulevard, Columbus, OH 43230.

II. Roll Call

Officers Present:

William Vedra, Jr., Chair, representing Mayor Ike Stage, City of Grove City

Members Present:

Ramona Patts, representing Mayor Andrew Ginther, City of Columbus

Cathy Collins, representing Ned Pettus Jr., Columbus Division of Public Safety

Michael Fielding, representing Dr. Teresa Long, Health Commissioner, City of Columbus

Christian Selch, IT Planning & Governance, City of Columbus

Dana McDaniel, City Manager, City of Dublin

Ken Wilson, representing Franklin County Commissioner Kevin Boyce

Mike Hochron, representing Franklin County Commissioner Marilyn Brown

Erik Janas, representing Franklin County Commissioner John O'Grady

Jim Gilbert, representing Franklin County Sheriff, Dallas Baldwin

Steve Kennedy, Prairie Township

Brian Miller, representing David Collinsworth, City Manager, City of Westerville

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

Joseph Myers, City of Dublin

Jeffrey Young, FCEM&HS

Darrel Koerber, FCEM&HS

Jan Bartel, FCEM&HS

Becky Brady, FCEM&HS

Angelo Nocera, FCEM&HS

Steve Smith, FCEM&HS

Brian Shang, FCEM&HS

III. Introduction

Chair Vedra welcomed the newest member of the Executive Committee, Mr. Mike Hochron, alternate to Franklin County Commissioner Marilyn Brown.

IV. Pledge of Allegiance

Chair William Vedra led the Pledge of Allegiance.

## V. Agency Update


1. Director Young presented Angelo Nocera, Siren Watch Team Leader, with a framed copy of an article printed in The Columbus Dispatch on Wednesday, May 24, 2017. The article referred to how Mr. Nocera volunteers eight (8) to twenty (20) hours of his time weekly at FCEM&HS to ensure the sirens are working in all jurisdictions of Franklin County. Director Young thanked Mr. Nocera for his work at FCEM&HS.
2. Director Young reported he has agreed through Franklin County Commissioner John O'Grady's office, to mentor a Mandela Fellowship/Leadership student from Niger, West Africa. The individual will be with FCEM&HS for six (6) weeks beginning August 4, 2017. His background is in Fire/EMS and he is a Fire Captain in Niger's Army at the largest uranium mining company in the world.
3. Director Young reported an informal notice of award was received in the approximate amount of \$800,000 from the UASI program regarding an application filed jointly by FCEM&HS and Franklin County Office of Homeland Security to complete a Complex Coordinated Terrorist Attack exercise. A tabletop and full-scale exercise can be expected in late 2018 or early 2019. Agencies involved are Franklin County Emergency Management and Homeland Security, Franklin County Sheriff's Office, Ohio State, Public Safety, Franklin County Coroner's Office, Franklin County Courthouse, the 42 political subdivisions in Franklin County, Franklin County Public Facilities, Public Health, City of Columbus Police and Fire, Delaware County Sheriff's Office, Ohio State University, Franklin County Communications, Jewish Federation, Ethiopian Social Services and Mapfre Stadium.
4. Director Young wanted Executive Committee members to be aware that FCEM&HS has updated its Dangerous Wild Animal Response Plan which is required under the ORC for every county in the State of Ohio. FCEM&HS has reached out to Senator Bacon (who lives in Minerva Park) and Chief Kim Nuesse, Minerva Park PD, regarding updating the law because of their experience with the monkey that was loose in the Minerva Park area this past year. Director Young explained that the 88 counties in Ohio do not have the resources or the experience for each county to have its own plan and response team; this is probably an issue that is best handled on a regional basis. Due to liability and a public relations standpoint, zoo officials are not interested in any dangerous wild animal response but has been willing to share their expertise. FCEM&HS will meet with Dr. Messer, Veterinarian, CPH; State EMA; Chief Neusse; Tim Harrison, a retired law enforcement officer, and a Fire/EMS person who is an expert on this subject matter, to further discuss this issue with Senator Bacon.
5. Mr. Ken Wilson, Franklin County Commissioners Office, reported effective July 3, 2017, Franklin County Homeland Security and Justice Programs underwent an agency re-organization and has created two separate offices. Franklin County Office of Homeland Security is now located at 80 E. Fulton Street, 4<sup>th</sup> Floor; telephone numbers remain the same. Kathy Crandall, Fred Bowditch, Jessica Yuzwa, CiCi Weirick, Tom Swisher, and Gordon Gruver will occupy this office and it includes regional communications. The Justice Programs office will remain at 373 South High Street with Melissa Pierson and the re-entry team. Michael Daniels has been named Justice Policy Coordinator. The Justice Programs office will work on diverting individuals from jail that have mental health or substance abuse issues, a re-entry program, and the Pathway Program.

VI. Approval of Minutes

Chair Vedra asked for a motion to approve the April 26, 2017, meeting minutes. Mr. Dana Daniels motioned to approve; seconded by Mr. Erik Janas. The vote was taken and the motion passed unanimously.


VII. Financial Reports

A. Director Young reviewed the financial reports for the Year to Date Ending June, 30, 2017.



### FUND 9029 CONDENSED BUDGET REPORT FOR YEAR TO DATE ENDING 06/30/2017


	REVISED BUDGET	ACTUALS	ENCUMB	AVAILABLE BUDGET	PCT USED	PCT ACTUALS
<b>EMERGENCY OPERATIONS</b>						50.00%
REVENUE	\$ (1,542,838.00)	\$ (1,292,544.56)	\$ -	\$ (250,293.44)	83.78%	83.78%
SALARIES & WAGES	\$ 714,207.00	\$ 307,258.81	\$ -	\$ 406,948.19	43.02%	43.02%
FRINGES & BENEFITS	271,079.00	119,785.42	-	151,293.94	44.19%	44.19%
SERVICES	731,567.00	253,782.23	407,881.41	69,902.89	90.44%	34.69%
MATERIALS & SUPPLIES	44,484.00	13,963.03	12,058.54	18,462.43	58.50%	31.39%
TOTAL EXPENDITURES	\$ 1,761,337.00	\$ 694,789.49	\$ 419,939.95	\$ 646,607.45	63.29%	39.45%
EXPENDITURES LESS REVENUE	\$ 218,499.00	\$ (597,755.07)	\$ 419,939.95	\$ 396,314.01		



### FUND 9029 CONDENSED BUDGET REPORT FOR YEAR TO DATE ENDING 06/30/2017

	REVISED BUDGET	ACTUALS	ENCUMB	AVAILABLE BUDGET	PCT USED	PCT ACTUALS
<b>FINANCIAL SERVICES</b>						
REVENUE	\$ (736,151.00)	\$ (133,023.26)	\$ -	\$ (603,127.49)	18.07%	18.07%
SERVICES	\$ 355,000.00	\$ -	\$ 199,860.00	\$ 155,140.00	56.30%	0.00%
GRANTS TO OTHERS	\$ 399,901.00	\$ 126,135.30	\$ -	\$ 273,765.45	31.54%	31.54%
TOTAL EXPENDITURES	754,901.00	126,135.30	199,860.00	428,905.45	43.18%	16.71%
EXPENDITURES LESS REVENUE	\$ 18,750.00	\$ (6,887.96)	\$ 199,860.00	\$ (174,222.04)		
<b>FUND 9029 TOTAL REVENUES</b>	\$ (2,278,989.00)	\$ (1,425,567.82)	\$ -	\$ (853,420.93)	62.55%	62.55%
<b>FUND 9029 TOTAL EXPENDITURES</b>	2,516,238.00	820,924.79	619,799.95	1,075,512.90	57.26%	32.63%
<b>FUND 9029 EXPENDITURES LESS REVENUE</b>	\$ 237,249.00	\$ (604,643.03)	\$ 619,799.95	\$ 222,091.97		
<b>9029 FUND BALANCE 6/30/2017</b>		1,935,840.53				

B. Director Young went on to review the Outdoor Warning Budget Report year to date ending June 30, 2017. The Warning Fund pays for the Warning Siren Manager’s salary, relocation of sirens at a jurisdiction’s request, inventory, and maintenance services. No new sirens have been purchased thus far this year.




### FUND 9031 OUTDOOR WARNING CONDENSED BUDGET REPORT FOR YEAR TO DATE ENDING 06/30/2017

	REVISED BUDGET	ACTUALS	ENCUMB	AVAILABLE BUDGET	PCT USED	PCT ACTUALS
<b>WARNING</b>						50.00%
REVENUE	\$ (437,400.00)	\$ (236,605.00)	\$ -	\$ (200,795.00)	54.09%	54.09%
SALARIES & WAGES	\$ 72,070.00	\$ 33,233.64	\$ -	\$ 38,836.36	46.11%	
FRINGES & BENEFITS	28,074.00	13,905.52	-	14,168.48	49.53%	49.53%
SERVICES	150,676.00	28,159.22	36,108.78	86,408.47	42.65%	18.69%
MATERIALS & SUPPLIES	35,310.00	6,908.74	13,270.24	15,131.02	57.15%	19.57%
PASS-THROUGH EXPENDITURES	<u>202,200.00</u>	<u>10,963.10</u>	<u>14,041.06</u>	<u>177,195.84</u>	12.40%	5.42%
TOTAL EXPENDITURES	\$ <u>488,330.00</u>	\$ <u>93,170.22</u>	\$ <u>63,420.08</u>	\$ <u>331,740.17</u>	32.07%	19.08%
EXPENDITURES LESS REVENUE	\$ 50,930.00	\$ [143,434.78]	\$ 63,420.08	\$ 130,945.17		
<b>9031 FUND BALANCE 6/30/2017</b>	\$ 834,924.39					


- C. Director Young explained a FCEM&HS 2000 vehicle needs to be replaced. The vehicle is seventeen (17) years old, has in excess of 150,000 miles on the odometer, and is bordering on unsafe. Director Young intended to propose purchasing a new vehicle under the 2018 budget but after reviewing the fund balance the purchase can be accomplished in 2017. FCEM&HS will go through the county procurement process and fleet management. Ms. Patts asked if the vehicle can be acquired with the outdoor warning funds. Director Young answered that warning funds cannot be used since the vehicle would not be tied to the outdoor warning system. There were no objections to purchasing the vehicle in 2017.
- D. Mr. Wilson asked who FCEM&HS uses for its vehicles’ maintenance and Director Young responded the Franklin County Engineer’s office currently maintains its vehicles. At the end of July 2017 Director Young and Deputy Director Darrel Koerber will meet with Franklin County Fleet Management to meet the new director and discuss maintenance of vehicles.
- E. Mr. McDaniel asked if Director Young was satisfied with the amount of funding and the level of exercises for preparedness. Director Young responded there is always an opportunity for more exercises but a concern is every exercise takes law enforcement and fire resources off of the street.
- F. Chair Vedra asked for a motion to approve the Year to Date Quarterly Financial Report. Ms. Ramona Patts motioned to approve; seconded by Ms. Cathy Collins. The vote was taken and the motion passed unanimously.

VIII. 2018 Projected Budget



## FUND 9029 2018 PROJECTED BUDGET

	REVISED BUDGET 2017	ACTUALS 6/30/2017	2017 YE PROJECTION	PROPOSED 2018 BUDGET	INCREASE/ DECREASE	PCT INCREASE
<b>29620100 - EMERGENCY OPERATIONS</b>						
29620100 - REVENUE	\$ (1,542,838)	\$ (1,292,545)	\$ (1,578,934)	\$ (1,542,838)	\$ -	0.00%
29620100 - SALARIES & WAGES	\$ 714,207	\$ 307,259	\$ 641,782	\$ 756,840	\$ 42,633	5.97%
29620100 - FRINGES & BENEFITS	271,079	119,785	249,359	285,320	14,241	5.25%
29620100 - SERVICES	731,567	253,782	671,024	747,639	16,072	2.20%
29620100 - MATERIALS & SUPPLIES	44,484	13,963	32,883	56,825	12,341	27.74%
29620100 - TOTAL EXPENDITURES	\$ 1,761,337	\$ 694,789	\$ 1,595,049	\$ 1,846,624	\$ 85,287	4.84%
29620100 - REVENUE	(1,542,838)	(1,292,545)	(1,578,934)	(1,542,838)	-	0.00%
29620100 - EXPENDITURES LESS REVENUE	\$ 218,499	\$ (597,755)	\$ 16,114	\$ 303,786	\$ 85,287	



## FUND 9029 2018 PROJECTED BUDGET

	REVISED BUDGET 2017	ACTUALS 6/30/2017	2017 YE PROJECTION	PROPOSED 2018 BUDGET	INCREASE/ DECREASE	PCT INCREASE
<b>29620300 - FINANCIAL SERVICES</b>						
29620300 - REVENUE	\$ (736,151)	\$ (133,023)	\$ (446,076)	\$ (491,587)	\$ 244,564	-33.22%
29620300 - SERVICES	\$ 355,000	\$ -	\$ 132,595	\$ 301,692	\$ (53,308)	-15.02%
29620300 - GRANTS TO OTHERS	399,901	126,135	307,910	214,043	(185,858)	-46.48%
29620300 - TOTAL EXPENDITURES	\$ 754,901	\$ 126,135	\$ 440,505	\$ 515,735	\$ (239,166)	-31.68%
29620300 - TOTAL REVENUE	(736,151)	(133,023)	(446,076)	(491,587)	244,564	-33.22%
29620300 - EXPENDITURES LESS REVENUE	\$ 18,750	\$ (6,888)	\$ (5,571)	\$ 24,148	\$ 5,398	
FUND 9029 TOTAL REVENUES	\$ (2,278,989)	\$ (1,425,568)	\$ (2,025,010)	\$ (2,034,425)	\$ 244,564	-10.73%
FUND 9029 TOTAL EXPENDITURES	2,516,238	820,925	2,035,554	2,362,359	(153,879)	-6.12%
FUND 9029 EXPENDITURES LESS REVENUE	\$ 237,249	\$ (604,643)	\$ 10,544	\$ 327,934	\$ 90,685	



## FUND 9029 2018 PROJECTED BUDGET

### 2018 CASH ANALYSIS

Beginning Cash 1/1/17	\$	1,331,138
Project Revenue 2017		2,035,554
Projected Available Cash 2017		3,366,692
Projected Expenditures 2017		(2,035,554)
Projected Ending Cash 2017		1,331,138
Expenditures Over Revenue 2018		(327,934)
Projected Year Ending Cash Balance 2018	\$	1,003,204



## FUND 9031 2018 PROPOSED BUDGET CONDENSED

	REVISED BUDGET 2017	ACTUALS 6/30/2017	2017 YE PROJECTION	PROPOSED 2018 BUDGET	INCREASE/ DECREASE	PCT INCREASE
<b>31620400 - WARNING</b>						
31620400 - REVENUE	\$ (437,400)	\$ (236,605)	\$ (260,204)	\$ (309,875)	\$ 127,525	-29.16%
31620400 - SALARIES & WAGES	\$ 72,070	\$ 33,234	\$ 67,788	\$ 69,282	\$ (2,788)	-3.87%
31620400 - BENEFITS & FRINGES	28,074	13,906	27,907	29,103	1,029	3.67%
31620400 - SERVICES	150,676	28,159	86,916	103,745	(46,931)	-31.15%
31620400 - MATERIALS & SUPPLIES	35,310	6,909	30,179	35,300	(10)	-0.03%
31620400 - 543000 MACHINERY & EQUIPMENT	-	-	-	-	-	0.00%
31620400 - 559003 PURCHASE ON BEHALF	202,200	10,963	25,004	114,875	(87,325)	-43.19%
FUND 9031 TOTAL EXPENDITURES	\$ 488,330	\$ 93,170	\$ 237,794	\$ 352,306	\$ (136,024)	-27.86%
FUND 9031 TOTAL REVENUES	(437,400)	(236,605)	(260,204)	(309,875)	127,525	-29.16%
FUND 9031 EXPENDITURES LESS REVENUE	\$ 50,930	\$ (143,435)	\$ (22,410)	\$ 42,431	\$ (8,499)	



# FUND 9031 2018 PROJECTED BUDGET

## FUND 9031 2018 CASH ANALYSIS

BEGINNING CASH 1/01/2017	\$	691,490
PROJECTED REVENUE 2017		260,204
PROJECTED EXPENDITURES 2017		<u>(237,795)</u>
FUND 9031 CASH BALANCE Y/E 2017	\$	713,898
EXPENDITURES OVER REVENUE 2018		<u>(42,431)</u>
ENDING CASH ON 12/31/2018	\$	671,468



# FUND 9031 2018 PROPOSED BUDGET CONDENSED

	REVISED BUDGET 2017	ACTUALS 6/30/2017	2017 YE PROJECTION	PROPOSED 2018 BUDGET	INCREASE/ DECREASE	PCT INCREASE
<b>31620400 - WARNING</b>						
31620400 - REVENUE	\$ (437,400)	\$ (236,605)	\$ (260,204)	\$ (309,875)	\$ 127,525	-29.16%
31620400 - SALARIES & WAGES	\$ 72,070	\$ 33,234	\$ 67,788	\$ 69,282	\$ (2,788)	-3.87%
31620400 - BENEFITS & FRINGES	28,074	13,906	27,907	29,103	1,029	3.67%
31620400 - SERVICES	150,676	28,159	86,916	103,745	(46,931)	-31.15%
31620400 - MATERIALS & SUPPLIES	35,310	6,909	30,179	35,300	(10)	-0.03%
31620400 - 543000 MACHINERY & EQUIPMENT	-	-	-	-	-	0.00%
31620400 - 559003 PURCHASE ON BEHALF	<u>202,200</u>	<u>10,963</u>	<u>25,004</u>	<u>114,875</u>	<u>(87,325)</u>	-43.19%
FUND 9031 TOTAL EXPENDITURES	\$ 488,330	\$ 93,170	\$ 237,794	\$ 352,306	\$ (136,024)	-27.86%
FUND 9031 TOTAL REVENUES	<u>(437,400)</u>	<u>(236,605)</u>	<u>(260,204)</u>	<u>(309,875)</u>	<u>127,525</u>	-29.16%
FUND 9031 EXPENDITURES LESS REVENUE	\$ 50,930	\$ (143,435)	\$ (22,410)	\$ 42,431	\$ (8,499)	

- A. Director Young stated all jurisdictions have paid its proportionate share with the exception of three (3) small jurisdictions. FCEM&HS is not asking for a proportionate share increase at this time and a letter will be sent to all jurisdictions.
- B. Some issues discussed regarding the 2018 Projected Budget were increase in ten (10) employee salaries; vehicles; upgrade in phone system to Mitel; increase in lease of building; security system; employee benefit increase; paid time off payouts; and inflationary adjustments.
- C. 2018 Cash Analysis

Beginning Cash 1/1/2017	\$1,331,138
Projected Revenue 2017	\$2,035,554
Projected Available Cash 2017	\$3,366,692
Projected Expenditures 2017	(\$2,035,554)

- D. Mr. Vedra asked for a motion to approve the 2018 Proposed Budget. Mr. Mike Fielding motioned to approve; seconded by Mr. Steve Kennedy. The vote was taken and the motion passed unanimously.
- E. Director Young stated if any committee member has specific questions regarding the 2018 Proposed Budget contact him, Deputy Director Koerber, or Jan Bartel at FCEM&HS.

IX. Old Business – None

X. New Business – None

XI. Open Forum

1. Ms. Ramona Patts reported a serious issue at 4252 Groves Road, the new communications facility. The prime radio tower for the digital upgrade is directly behind this facility along with a retention pond. The considerable amount of rain that fell and filled the retention pond threatened the radio tower. Ms. Patts contacted Sarah Moore, City of Columbus, Department of Public Utilities, who worked diligently throughout the evening and was able to clear the water. Ms. Patts also contacted Director Young for assistance with sandbags, if needed, to keep the tower secure, and said Director Young was very responsive and helpful. Ms. Patts thanked both Ms. Moore and Director Young for their assistance.
2. Director Young relayed a story related to utilizing Alert Franklin County Monday night, July 10<sup>th</sup>, at the request of the Norwich Township Fire Chief. Chief Warren contacted Director Young and explained an area along Dublin Road had significant power lines down, trees fallen into structures, and were having difficulty accessing the area. The Chief asked if FCEM&HS could provide assistance by sending out an Alert Franklin County message asking a specific geographic area to stay inside their homes and off the roads for their safety. Director Young said from Chief Warren’s first contact with him, it was only eighteen (18) minutes before a crafted message was sent to 3,800 contacts within that geographic area.



XII. Adjournment

Chair Vedra asked for a motion to adjourn the meeting. Chief Brian Miller motioned to adjourn; Mike Hochron seconded. The meeting was adjourned at 11:25 a.m.

XIII. Next meeting date: The next meeting is scheduled for Wednesday, October 18, 2017, location to be determined.

Submitted by:

Becky Brady, Recording Secretary

William F. Vedra, Jr., Chair

Jeffrey J. Young, Director

Date

Date