

**Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420**

**2023 MEETING**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 1/3/2023

Time: 8:00AM – 11:27AM

Present: Commissioners: Scott Miller - President; Charles Schwochow – Vice President; Russ Zimmerman

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Atul Chopra, Megan Grammer, Lisa Hartley, Sharie Chagnon, Lisa Kuelling


(\*action items)

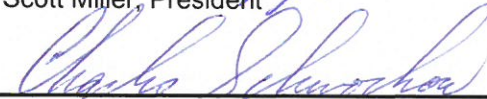
<b>AGENDA ITEMS</b>	<b>BRIEF DESCRIPTIONS / ACTION STEPS:</b>	<b>PERSON RESPONSIBLE:</b>	<b>DOLLAR AMOUNT:</b>	<b>MOTION / VOTE</b>
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 12/27/2022 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Charles Schwochow Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Charles Schwochow 2nd: Scott Miller Yes –2 (Zimmerman abstain)
Review of External board / Meetings Attended by Commissioners	The Visitors Bureau meeting was canceled. They will meet in January.	Charles Schwochow		
	Commissioners Miller and Zimmerman attended a Land Bank meeting to approve the 2023 Land Bank budget.	Scott Miller Russ Zimmerman		
* Then /Now Documents	None			
* Personnel	None			
* Travel Requests	None			

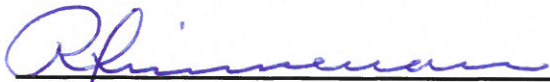
<b>Facility Management</b>	<b><u>Ron Hiser – Facility Management.</u></b> Ron came in for his regular meeting with the Commissioners. See attachment for agenda items. They dealt with many frozen water and sprinkler lines over the Christmas weekend. Paperwork has been submitted for insurance claims.	Ron Hiser - Director		
<b>IT</b>	<b><u>Atul Chopra – IT.</u></b> Atul came in for his regular meeting with the Commissioners. See attachment for agenda items. Server upgrades continue. Backup contract has been signed with N-Able. They are testing new phone systems. They are using the Engineers office to test the systems. Atul had a conversation with Omni Fiber, the company that took over Ohio Telecom, to find out about the Dark Fiber contract we had with Ohio Telecom and where the timeline for the project stands. Sheriff's Office projects are moving along. The IGNITE program for the inmates is installed but there are some concerns on who will manage the programming system.	Atul Chopra – Supervisor.		
<b>Soil &amp; Water</b>	<b><u>Megan Grammer – Soil &amp; Water.</u></b> Megan came in for her regular meeting with the Commissioners. They have the bid up for the Abraham Forest demolition project. They have it posted online and on social media. They are tearing all the buildings down and pulling up the asphalt then they will plant trees. They expect to have a full audit this year. She has not seen the schedule yet. H2Ohio is expanding. They have had some farmers ask to add acreage. They have about 155 contracts to date. Office is fully staffed. They met with ODNR regarding wetlands in the County.	Megan Grammer - Director		
<b>* Resolutions</b>	None presented			
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – none Elected Officials – none			
<b>Board of Elections</b>	<b><u>Lisa Hartley and Sharie Chagnon – Board of Elections.</u></b> Lisa and Sharie came in for their regular meeting with the Commissioners. They are waiting on a House Bill that is in front of the Governor that will change some of the voting laws. They are waiting on estimates on smoke detector units. The security fencing for the voting machines is almost complete. They had been working on a public record request. They had submitted the cost of the request and heard nothing back from the requester.	Lisa Hartley – Director Sharie Chagnon – Deputy Director		

<b>EMA/911</b>	<b>Lisa Kuelling – Director.</b> Lisa came in for her regular meeting with the Commissioners. See attachment for agenda items. She is in the middle of her 2022 grant year. LEPC applications will be turned in this month along with other grant programs. Sandusky County is a 988 Suicide Line County. Not all Counties' have this option. There are still some bugs to work out on the system. Working on public outreach and trainings. Lisa did a minimal briefing on the turnpike incident. Final reports are still not complete.	Lisa Kuelling - Director		
<b>* Adjournment (11:27am)</b>	With business completed for the day the meeting was adjourned.			<b>* Motion: Move to adjourn</b> Moved by: Charles Schwochow 2nd: Russ Zimmerman

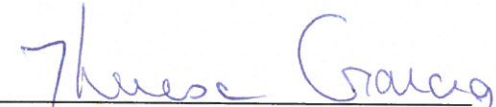
Signature of:

  
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 Scott Miller, President

  
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 Charles Schwochow, Vice President

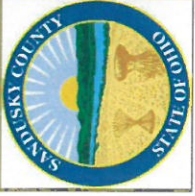
  
 \_\_\_\_\_  
 Russ Zimmerman

**Board of County Commissioners, Sandusky County Ohio**

Attest:   
 Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners, Sandusky County, Ohio, do hereby certify that the foregoing is a true and correct copy from the official record of said Board of County Commissioners as recorded in its Journal.

\_\_\_\_\_  
 Clerk, Board of County Commissioners, Sandusky County, Ohio



## Topics of Discussion for the meeting Dated January 3<sup>rd</sup> , 2023

1. The security fence for the BOE is being fabricated.
2. The Jail had a sprinkler line break during the last winter storm. It flooded multiple areas; however, the guys were quick to respond and contain the water. We will be looking into filing a claim. We had Cousino Restoration out to look at the damaged areas.
3. We had a couple of HVAC issues with the severe weather, at the Courthouse and the Service Center.
4. The health department better buildings project will start after the first of the year. I checked with the contractor, and they are still waiting on control parts.
5. We have a meeting set up with the Trane Company on the Jail chiller issues.
6. The building located at 1791 East State St. sustained a broken sprinkler line that was right up against an exterior block wall. Repairs are underway.
7. Sheriff Office: new access controls are scheduled to go in after the first of the year.
8. New smaller EMS sign is ordered, old one will be installed on block wall.
9. Electric is being installed for the new sign at the service center.
10. PDG is working on better buildings scope of work for the JDC.
11. The exterior siding, insulation, and gutters for the second half to the F.M. building will be starting as soon as the materials are in.
12. Community work program is back up and operational, however currently there is a lack of participants.
13. Purchase Orders have been cut for the upgrade of the jail elevator.
14. The Service Center has requested to have some offices built and they are moving forward after securing some grant monies.
15. I met with Mr. Warren Brown on the JDC capital improvements layout and plans.
16. The parking a 1073 N. 5<sup>th</sup> St. location is approved and working on scheduling.
17. Discussion on (new or leasing) another service truck.

## Sandusky County IT 1/3/2023

### Current / Ongoing Projects:

- Additional servers for current projects (Sheriff, Clerk of Courts, Recorders) have been delivered, scheduling installation.
- Microsoft 365 backup – signed contract with N-Able
- Hosted email migration – in last phase of migration, testing @sanduskycountyoh.gov
- Dark fiber – spoke with Bryant McAfee, director of business development, he is to call me back with update.
- N-Able backups – new backup service to cover all county servers, workstations and O365 accounts. Includes offsite cloud retention. \$23K less per year than what we currently pay.
- County network
  - Additional bandwidth – migrating services to higher bandwidth providers.
  - NAC – installed and operational. Implementing policies for approved devices.
- Phone system – working CBTS, phone provider for State of Ohio, to design and price phone system
- Clerk of Courts – Benchmark is mapping all data and working with users on training, on schedule for project
- Recorder – Equipment has been purchased and delivered, implementation to take place mid January.
- Treasurer – working with vendor on new payment processing
- Juvenile – Henschen upgrade delayed
- BOE – implementing security objectives outlined by State
- Prosecutor – Matrix implementation complete
- SC Engineer – working with CBTS for phone system
- Cybersecurity – migrating remaining endpoints to SentinelOne, 90% complete
- Anti-phishing – our subscription ends this year, looking into renewal options.
- EMA – need to setup backup radio console and radio equipment
- SCSO
  - AVTEC radio console – software upgrade scheduled, MARCS paging implemented
  - 911 – Text2-911 for four primary providers (Verizon, AT&T, T-Mobile & Sprint) is complete and operational
  - Radio systems – started discussions with Ohio MARCS regarding coverage gaps.
  - CAD/RMS/JMS – server has been setup, working with departments to complete business process reviews
  - TurnKey/IGNITE – new network installation complete.
  - SAS – network setup complete, waiting for equipment
- EMS – working through some MARCS paging issues.
- IT – Countywide password policy, domain structure changes.
- City of Fremont
  - Setting up two factor authentication and network security log and reporting
  - Police – new servers ordered, working with vendor to plan migration
  - Dark fiber – Omnifiber to provide update
  - WTP & WRC – backup equipment installed and operational, scheduling cloud target implementation
  - WTP – network segregation to take place mid January
  - WTP – designing WIFI for complete plant coverage
  - WRC – new servers ordered, working with vendor to plan migration
  - Muni – new server ordered
  - Email – planning O365 migration
  - Sentinel One – implementing additional security layers
  - Phone system – working with CBTS to design and price new system

EMA  
1/3/2023  
11:00 A.M.

Grants: 2022-2023

- A.) EMPG-FY21-July 22-June 23-
- B.) LEPC-application submitted-Due in February
- C.) HMEP-applied for-cover Hazmat training identified costs for Public Safety
- D.) Homeland Security-Did not apply. Back competing at state level again

Meetings:

Most meetings are virtual, some are now in person

EMA Region  
EMAO Region  
Regional Healthcare Coalition Calls  
Homeland Security regional meeting  
Sand. Co. LEPC  
Sand. Co. Regional Planning  
Sand. Co. Fire Association  
Sand. Co. Hospital/Healthcare-COVID & RSV  
Sand. Co. Dept. Head Mrg  
EMAO-Education Committee  
EMA-State  
Cybersecurity Regional Planning Committee  
NW Ohio Healthcare Coalition Steering Committee  
NW Ohio Regional Hazmat Conference Committee  
Sandusky County Drone Team  
State 911 Director/Coordinator  
State 911 Executive Committee  
State 911-ESI Net Steering Committee  
Conference calls with Frontier-911 Communications-with Wood Co. SO  
Conference call with AT&T-911 platforming-issues with Frontier  
Sand. Co. Homeland Security/Communications Committee  
Ironman-After Action Meeting  
WTOL Channel 11-Text to 9-1-1 Interview  
Weather Center Briefings  
Solar Eclipse Meeting  
Disability Meeting  
Regional Planning Meeting  
ARES Meeting  
988 Meeting-Suicide Callers  
GIS/Tax Map Meeting  
Hazard Mitigation Meeting-State-New Federal Changes  
DB-EOF-9-1-1 Call routing issues Meetings

Reports:

- A.) EMPG Qtr. Report due 1/10/2023
- B.) Davis Besse Qtr. Report Due 1/10/2023
- C.) LEPC Yearly Fiscal Report-Due 7/30/2023

- D.) LEPC-Compliance Report-10/1/22
- E.) 911 Audit-Typically in the Spring. Audit from 2022 received. We passed, couple of hiccups
- F.) 911-WGAF Report Due-TBD
- G.) BSIR-Due-TBD
- H.) Work Plans-Completed-FY22-6,7,8 Qtr. Due 1/10/2023
- I.) FCC Report-TBD
- J.) FCC-911 Survey-TBD

**Public Outreach:**

- Winter Weather-Weather Awareness
- Extreme Cold Weather Safety
- COVID-19 information outreach-Test kits-as received-Public Distribution Safety Town-9/10/22

**Trainings Provided/Hosted/Attended:**

- EMA Fall Conference-9/20-21/22
- LEPC-Fall Conference-9/20/22
- EMAO Fall Conference-9/21/22
- FBI-Radiological-11/16/22
- Emails sent to departments for virtual training opportunities
- MS1-Promedica-9/22/22
- Functional Needs Training-12/6/22
- EMAO-Winter Conference-12/8-9/22

**Emergency/Disasters:**

- A.) COVID-19-EOC has resumed into Monitoring and Assessment as of 3/21/22 @ 4pm
- B.) High Wind Event-6/13/22 (PM) & 6/14/22
- C.) High Heat Event-6/15 & 6/16

**Community Plan Reviews/Updates:**

- A.) School Plans-Should all be Completed-Uploaded into State System
- B.) Walk Thru of new Fremont Ross School-12/21/22-DB Plan Changes

**Exercises:**

- A.) FEMA/NRC-Sand. Co. will be conducting the MS1 exercise at Promedica-10/13/22
- B.) Valleyview Healthcare-Tabletop 11/21/22
- C.) Health Dept.-Tabletop-12/13/22

**911 System-**

- A.) Working on new EMD Software-EMS/Fire/Law

**Communications-**

A.) Working on changes to MARCS Radio Templates for the County

**EOC-Logistics-COVID**

- A.) EMA continues to provide support to Health Dept. on COVID-19 needs, as well as Director continues to work in Joint Command with Health Commissioner
- B.) EMA will continue to stay the lead on COVID-19 self-test kit distribution.

**Misc.-**

- A.) Lg. Event Building (Fair)-Project pushed till 2023-Concrete won't be poured till spring
- B.) OEPA-Keegan properties



