

RAVENNA TOWNSHIP BOARD OF TRUSTEES MINUTES OF SPECIAL MEETING OF NOVEMBER 21, 2024

The Ravenna Township Board of Trustees met in Special Session at the Ravenna Township Trustee's Meeting Room, 6145 Spring Street, Ravenna, Ohio, on November 21, 2024. Trustee Jim DiPaola called the meeting to order at 5:30 P.M.

Roll call showed the following present: Trustees Vince Coia and Jim DiPaola, Fire Dept. Liaison Mark Kozak and Assistant Fiscal Officer Jon Summers. Fiscal Officer Gail Pittman came in at 5:50 PM, Hank T. Gibson came in shortly after.

The purpose of the Special Meeting was to enter into executive session to discuss fire department employment and collective bargaining agreement negotiations, and also to discuss the changes in the Fire Chief position with the department employees.

Pursuant to R.C 121.22(g) Executive Session was requested for the purpose of discussing collective bargaining agreement negotiations and employment.

A motion by Vince Coia, seconded by Jim DiPaola to suspend Regular session at 5:30 pm.
R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, absent. Motion Passed.

A motion by Jim DiPaola, seconded by Vince Coia to enter Executive session at 5:30 pm
R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, absent. Motion Passed.

Attendance: Vince Coia, Jim DiPaola, Mark Kozak, Jon Summers and joining later was Gail Pittman and Hank Gibson.

Returned to open session at 5:56 pm.

After executive session, in the audience were firefighters Matt Dix, Alec Vallant, Zak Heffley, Heather Sweitzer, Dylan Keba, Ben Dyer, Jason Myers, Jon Birrer, Jimmy Crevar, Alex Ciptak, Jeffrey Cook, James Collins and coming in later was Matt Frawley. Keith Gemberling was absent.

Jim thanked all for coming and stated the reason for calling the meeting. He stated that David Moore had resigned as Fire Chief. He stated that the trustees want to let people know the things that they would like worked on and expectations of our fire department. Jim gave history of his fire service and stated he has an understanding of how it is supposed to be run. He stated that we have to do better.

Jim said the trustees appointed Capt. Heather Sweitzer as the Acting Chief and she has the board's full support. They feel she is the best person for this job.

Jim turned the meeting over to Hank because he is in charge of the fire dept. Hank said he has served here for 17 years and knows how the fire dept should run. He stressed that he doesn't micromanage, but don't be surprised if you see him at the station. He echoed Jim stating we've got to do better. If you are not satisfied here, then you can find employment elsewhere. You've got to find your happiness. Hank asked Vince to speak specifically about the areas of concern and where the trustees expect improvement.

Vince stated the following:

- We have to fill the 4th spot on shift because of many reasons. Fill it with a soft fill and try to avoid overtime. We need to have the 4th person here for ISO standards. A fifth person should only be a probationary person. This is important
- Follow your leave schedule directive to schedule full time off, no exception. Mark reminded them what the current policy is.
- It was brought to our attention, and referring to section 2.10 of the Employee Handbook, spoke about people coming to work tired because of working other jobs. Your part time jobs cannot affect job performance here. If you are too tired to work your shift here because of your part time job, you need to make other accommodations. This is a safety issue as well.
- Wear your uniforms. After you work out, or need to wash your uniform, put it back on. You should be responding to calls in your uniform, not street clothes.
- We transport to UHHS Portage, Akron, Western Reserve, CC Twinsburg within reason. If the patient wants to go there, take them there. Hank stressed that this could be a liability issue.
- Response times need improvement. When there is a tone out, get to the vehicle quickly and get on the call.
- Vince said do not bring your dogs to work. Gail added that the township is not insured for dogs/pets.

Jim Collins asked about the 4th person on the schedule. He said they tried to get it filled by part-time and they are not really filling it. He asked for clarification. Jim and Vince said they want the 4th filled. How far ahead of time should they be putting it out for fill with OT? Sooner rather than later.

Jason asked if the SOP and SOG should be updated because it states that we staff for 3 Jim DiPaola said yes, it will need to be changed. SOP and SOG states that we staff for 3. Collins said it has been wishy washy to fill it.

Hank said we don't have to like each other but we have to work together. Collins said they do not have a problem getting along with each other.

The trustees stated how this has been a difficult time for us all with personal issues and the departure of Chief Moore.

There were no further questions or comments from the department or trustees. The fire department employees were released at 6:25 pm.

A motion by Vince Coia, seconded by Hank Gibson to approve accounting warrant #25321 in the amount of \$122.00 to the Portage County Clerk of Courts. R/C: Vince Coia, yes; Jim DiPaola, yes; Hank Gibson, yes. Motion Passed.

RES 24-158 A motion by Vince Coia, seconded by Jim DiPaola to approve Ride Site Agreement for Emergency Medical Training Field Experience as presented. R/C: Vince Coia, yes; Jim DiPaola, yes; Hank Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank T. Gibson to adjourn the meeting at 7:12 pm. R/C: Vince Coia, yes; Jim DiPaola, yes; Hank T. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE