

Monday, May 15,

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The Bainbridge Township Board of Trustees met in special session at the Bainbridge Town Hall on May 15, 2019. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, and Mrs. Kristina O'Brien and Fiscal Officer Mrs. Janice Sugarman. Mrs. Benza presided and called the meeting to order at 8:03 A.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session for the purpose of discussing details relative to the security arrangements and emergency response protocols for a public body or a public office per Ohio Revised Code Section 121.22(G)(6).

Mr. Markley seconded the motion. Vote followed: Mrs. Benza, aye; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their special meeting at 8:03 A.M. in order to go into executive session.

Mr. Jim Stanek, Mr. John Brett, Chief Lou Ann Metz, Assistant Chief Bill Lovell, Assistant Chief Wayne Burge, Chief Jon Bokovitz, and Lieutenant Robert Weir were invited into the executive session at 8:03 A.M. and left at 10:02 A.M.

Mrs. Sugarman left the meeting at 9:50 A.M.

The trustees returned from executive session, after discussing details relative to the security arrangements and emergency response protocols for a public body or a public office and reconvened their special meeting at 10:02 A.M.

EMERGENCY COMMUNICATIONS

The trustees and department heads agreed upon the following plans and procedures in regards to communication during an emergency situation:

- Each department has assigned their own Public Information Officer (PIO)
- In an emergency situation, the PIO will notify the department liaison. If that liaison is not available, the chairman of the board would be notified. If the chairman is not available, the third trustee will be notified.
- For information dissemination to the public, the departments will contact the trustees with the proposed content before posting on Facebook or Twitter.
- Each department will make a condensed "Road Map" to help with communication in an emergency situation.
- The Emergency Operations Center (EOC) will be at the Police Station.
- The trustees will check with the county for an updated emergency plan.
- The trustees will look into getting NIMS training.

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Since there was no further business to come before this special meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:10 A.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_