

Westshore Council of Governments Meeting  
Bay Village City Hall

Wednesday, March 11, 2020

Mayor Koomar called the meeting to order at 9:37 a.m.

Present for the meeting were Mayor Koomar (Bay Village), Mayor Cooney (Fairview Park), Mayor Bobst (Rocky River), Mayor George (Lakewood) and Mayor Kennedy (North Olmsted). Also in attendance: Fiscal Officer, Renee Mahoney, HR Director Jen Demaline, Chris Lyons, Bay Village Fire Chief, Ron Barlow (Westcom) Susan Murnane, LWV. ), & Linda Gandee (Cleveland.com). Mayor Clough (Westlake) was absent.

**Approval of Minutes:** Minutes were distributed for review and approval. Mayor Cooney moved to approve the February 12, 2020 minutes. Mayor Bobst seconded. The minutes were approved as written.

Mayor Koomar opened the meeting with discussion about the coronavirus webinar most mayors and superintendents were in on the previous day with Terry Allen, Commissioner of the Cuyahoga County Board of Health. Discussion about closing the schools followed. Mass gatherings, groups of 50+ for 2 hrs., are being discouraged. There are also concerns about senior living facilities with their at-risk population.

Mayor Koomar introduced Ron Barlow from Westcom who was here to talk about alarm monitoring. Protocol for EMS calls was explained and updates are put on the Knowledge Center (county combined record management system) for all communities. Bay Village Fire Chief Lyons spoke about infectious disease protocol and their use of N95 respirators, gowns, face shields and gloves, and using surgical masks on the patient. Protective gear for personnel is carried as well when responding to EMS calls. Mayor Bobst mentioned that the CDC sent out 1,000 test kits to Ohio hospitals and physicians who are now turning to the private sector for additional test kits. Chief Lyons expressed concerns that once we do more testing, there will be more cases diagnosed. Ron Barlow told the group they will continue to adjust and if 3 symptoms are presented by a patient, additional questions will be asked. Mayor Koomar responded that it is important information and protocols need to be in place for senior living facilities. Chris Lyons will touch base with them. Ron Barlow mentioned that there are senior living facilities that are already restricting visitors and no non-essential visiting is permitted.

Mayor Koomar introduced Bay Village HR Director, Jennifer Demaline, who outlined what the city is doing regarding personnel and Chief Lyons sent out CDC recommended guidelines to each department. The guidelines have been posted in all buildings, both for employees and the public. He will be visiting each department and distributing gloves and sanitizing products. The buildings will have employees assigned to disinfect all hard surfaces 3x daily. Discussion followed regarding the cities plans to have some employees work remotely if necessary. Mayor Bobst discussed equipment they have ordered in Rocky River, that some schools use, to disinfect their buildings. Mayor George asked for information on this product.

Mayor Koomar asked the group if they would be cancelling/rescheduling large gatherings and events. Discussion followed with the group talking about communities that serve meals to seniors and how that would be handled during the coronavirus pandemic with communities deciding whether to shut down their senior centers. Those that serve hot meals will be going to box style instead of communal meals. He also said that efforts need to be coordinated and senior center directors should talk and come to a consensus as a group because if one center closed, seniors travel to another one that might still be open.

Chief Lyons and Ron Barlow gave an update on Westcom fire/burglar alarm monitoring system which is currently monitored by a 3<sup>rd</sup> party. They feel it would be more efficient and effective by moving from phone to IP delivery. There would be a time savings of 3 minutes for each call by eliminating the 3<sup>rd</sup> party and a cost savings of \$13,000-\$15,000 per year for Bay Village – other cities may expect to see similar savings depending on their current contracts. Fire and Police in Bay Village are up and running now, with other city buildings to follow (delayed by COVID). The initial investment is \$12,000 for 5 Westcom cities. Mayor Cooney asked about adding monitoring for the schools. School systems are separate from municipalities, and cannot be monitored by Westcom without the cities taking on significant liability. Further discussion followed. All agreed it could save time and money for the cities.

Mayor Bobst appreciated the help from Westcom dispatchers, the COG chiefs, and the county for the assistance at their recent building fire. She commends the level of communication and coordination, noting there were no injuries.

**Fiscal Officer's Report:** Renee Mahoney distributed the January financials. Discussion followed with Renee telling the group that they have started discussions with the Law Director and Police Chief to get a new COG agreement. Mayor Bobst moved to acknowledge receipt of the January Financials. Mayor Kennedy seconded. The motion carried.

**Commission Reports:**

**RTA** - Mayor Clough was absent. There was no report.

**NOACA** - Mayor Bobst reported there will be meeting Friday, March 13, 2020 to elect officers and a Meet and Greet. They will be discussing public meetings.

**Land Bank** - Mayor George noted that she will touch base again with the County Executive on whether they will appoint her as the COG representative.

**County Planning Commission** – Mayor Bobst shared Shawn Leininger will put together a list of all projects they're working on and will send that list to the mayors.

As previously discussed, Diane Bickett has oversight of the Solid Waste District and she is willing to offer technical assistance at no cost to cities if they are being asked to renegotiate their contracts due to the changes to coming to the recycling industry.

**Cuyahoga County Mayors & Managers Association** – Mayor Cooney asked about the Mayors trip to Columbus in May.

**Old Business:** None

There being no further business, Mayor Koomar convened the meeting at 10:30 a.m.

The next meeting of the Westshore COG is scheduled for Wednesday, April 8, 2020 at 9:30 a.m.