

Meeting Minutes

Documents:

[4.11.24.PDF](#)

Investigative Committee to the Fire Training Center

Meeting Minutes – April 11, 2024

The meeting took place at 5:00pm on April 11, 2024 and was held at the Fort Piqua Plaza in the 4th floor conference room. The following individuals were present at the meeting: Nancy Roof; Joseph Thompson; Jerica Drapp; David Roth; Jim Roth; Frank Patrizio, City of Piqua Law Director; and Thomas Hohman, 4th Ward Piqua City Commissioner. The meeting was open to the public.

Committee Members:

Nancy Roof

Joseph Thompson

Jerica Drapp

David Roth

Jim Roth

Opening remarks by Frank Patrizio, law director for the City of Piqua.

Greetings and meeting of each committee member.

General questions and comments that need to be addressed.

1. Chairperson elected.
2. Secretary elected.
3. Are meetings private or public.
4. How will we be during interviews.
5. Setting dates and times for meetings of the committee.

Decided to have two chairpersons – co-chairpersons. Will also have co-secretaries for recoding of minutes.

Co-chairpersons: Nancy Roof, David Roth

Co-recording secretaries: Jerica Drapp, Jim Roth

Chairpersons will set up any additional meetings needed and time as well as locations.

Co-chairpersons or someone appointed will give updates to the city commission at the first regular meeting of each month on the progress of the committee.

Interviews can be done both in public and in private.

Additional questions.

Can the city set up email that would be used for committee and public to ask questions without using current city email address or someone's personal email address. Frank Patrizio will look into this.

The committee can call to answer questions from any former or current city employee as well as someone that can be said to be an expert in the field.

Can this committee meet in an executive meeting to discuss it among themselves.

Should start to make a list of those the committee would like to interview.

Two (2) members of the committee can meet and interview without public notice.

Can the city provide flash drives so each member can record information given to them by public or private sources.

The committee will use Frank Patrizio's office for commutation if any member of the committee needs anything from the City.

All interviews will be recorded and be made public by the Ohio Sunshine Law.

All interviews will be held during the evening hours.

The committee was asked by the public if microphones can be provided for each committee member as it was hard to hear comments. Frank Patrizio said the city will be looking into this.

The committee decided that meetings will be held the first and third Thursday of each month. Dates set as of this time.

Discussed when we should meet and how often meetings should take place. Start time for each meeting; 5:30 PM Forst Piqua Plaza 4th floor unless changes are needed. A tentative schedule is as follows, but is subject to change:

April 25th

May 2nd

May 16th

June 6th

June 20th

July 4 – no meeting

July 18th

Aug 1st

Aug 15th

The final report from the committee should at minimum include, but not be limited to, finding:

1. Who/How/Why/When did this situation come about.
2. Who/How/Why/When did this all begin.
3. Who/How/Why/When did this situation get out of hand.
4. Principal individuals involved and to the extent their involvement contributed to this outcome.

The report should have an opening statement, a timeline of all events as well as recommendations.

End of meeting.

Respectfully submitted by Jim Roth