

REGULAR MEETING #06-27  
FAIRFIELD COUNTY COMMISSIONERS' OFFICE  
JUNE 27, 2006

**PUBLIC HEARING - FY2006 CDBG HEARING #2**

The Board of Commissioners convened the second public hearing on the FY2006 CDBG program. Present at this hearing were Judith Shupe, Mike Kiger, Jon Myers, Brooks Davis, James Mako, Ed Pool, Jim Laws..... and Jackie Long. Commissioner Shupe read the attached prepared statement to open the hearing and invited comments on the proposed allocations. She noted that, as always, the county had more applications than funds available. The Commissioners prioritize projects and try to spread the dollars equitably around the county. She encouraged townships and villages that were not funded to re-apply. Mr. Davis concurred with this statement, adding that the Village of Pleasantville has applied for three or four consecutive years for the Municipal Building Improvements which will be awarded FY2006 funding. The ratio of applications to funds is nearly always three or four to one, he noted, and while the need for funds continues to rise, CDBG funds have been cut nationwide. In response to a question by Commissioner Myers, Mr. Davis explained that projects that receive FY2006 funds must be completed by December 31, 2007. Commissioner Myers asked if any of the projects that have been awarded funding have a problem with this deadline and all responded they did not. Mr. Pool, Rushcreek Township Trustee, thanked the Commissioners for sticking to their word in funding projects that have applied in multiple years. Rushville Mayor Jim Laws stated that, if one of the awarded projects for some reason cannot proceed, Rushville would request that any available funds be reallocated to them. The village is in the process of revamping its wastewater system and extending lines to a new school. Commissioner Shupe responded that the Commissioners have in the past reallocated funds when they become available. The Village of Pleasantville representative thanked the Board for allocating funds this year. With no further comment to come before the Board, the hearing was adjourned at 9:45 a.m.

**REGULAR MEETING**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, June 27, 2006, at 10:00 a.m. with the following members present: Judith K. Shupe, Mike Kiger and Jon D. Myers. Also present were Julia Hilty, Lynette Leach, Kelly Turben, Alaina Fehy and Jackie Long.

**APPROVAL OF MINUTES FOR TUESDAY, JUNE 20, 2006**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the minutes as presented for Tuesday, June 20, 2006.

Roll call vote on the motion resulted as follows:

Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF FY2006 CDBG FAIRFIELD COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FORMULA ALLOCATION**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve the FY2006 CDBG Formula Allocations (See Resolution 06-06.27.a)

DISCUSSION

Commissioner Shupe noted that the Commissioners convened the 2<sup>nd</sup> public hearing earlier today on the allocations. Over \$700,000 in requests were submitted for the \$246,000 Fairfield County had available in federal funds this year, she noted.

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF AUTHORIZATION OF CONTRACT WITH WORKFORCE SERVICES UNLIMITED, INC. - FAIRFIELD COUNTY JOB AND FAMILY SERVICES**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to authorize a contract between Fairfield County Job and Family Services and Workforce Services Unlimited, Inc. (See Resolution 06-06.27.b)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF AUTHORIZATION OF CONTRACT WITH BUSINESS SYSTEMS SOLUTIONS, INC. - FAIRFIELD COUNTY JOB AND FAMILY SERVICES**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to authorize a contract between Fairfield County Job and Family Services and Business Systems Solutions (See Resolution 06-06.27.c attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF AUTHORIZATION OF CONTRACT WITH EASTLAND-FAIRFIELD CAREER TECHNICAL SCHOOLS - FAIRFIELD COUNTY JOB AND FAMILY SERVICES**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to authorize a contract between Fairfield County Job and Family Services and the Eastland-Fairfield Career Technical Schools (Resolution 06-06.27.d attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF PROVIDER CONTRACT AMONG FAIRFIELD COUNTY JOB AND FAMILY SERVICES, OSU EXTENSION OFFICE AND FAIRFIELD COUNTY**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve a provider contract among Fairfield County Job and Family Services, OSU Extension Office and Fairfield County (See Resolution 06-06.27.e attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF SUBSIDY GRANT - FAIRFIELD COUNTY JUVENILE COURT**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve a subsidy grant agreement for Fairfield County Juvenile Court (See Resolution 06-06.27.f attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL TO ADVERTISE JOB DESCRIPTION AND ACCEPT APPLICATIONS - FAIRFIELD COUNTY OFFICE OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY DEPUTY DIRECTOR**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the advertisement of job description and acceptance of applications for the position of Deputy Director for the Fairfield County Office of Emergency Management and Homeland Security (See Resolution 06-06.27.g attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF AMENDED CERTIFICATE, INCREASE RECEIPT ACCOUNT AND INCREASE APPROPRIATIONS - FAIRFIELD COUNTY ENGINEER**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an amended certificate, increase receipt account and increase appropriations for the Fairfield County Engineer (See Resolution 06-06.27.h attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF AMENDED CERTIFICATE AND REQUEST FOR APPROPRIATIONS FOR ADDITIONAL UNANTICIPATED RECEIPTS OF MEMO EXPENDITURE - FAIRFIELD COUNTY ENGINEER**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an amended certificate and request for appropriations for additional unanticipated receipts of a memo expenditure for the Fairfield County Engineer (See Resolution 06-06.27.i attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF ACCOUNT TO ACCOUNT TRANSFERS - FAIRFIELD COUNTY JOB AND FAMILY SERVICES**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve account to account transfers for Fairfield County Job and Family Services (See Resolution 06-06.27.j attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF APPROPRIATION FROM UNAPPROPRIATED FUNDS - FAIRFIELD COUNTY CLERK OF COURTS/GENERAL FUND/IV-D CONTRACTS**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to

approve an appropriation from unappropriated funds for the Fairfield County Clerk of Courts for IV-D contracts (See Resolution 06-06.27.k attached)

#### DISCUSSION

Commissioner Kiger asked if Ms. Turben could discuss the appropriation. Ms. Turben responded that a Job and Family Services audit of 2002/2003 indicated that JFS had overpaid the Clerk of Courts during that calendar year and JFS is requesting reimbursement of the funds to clear up the books. The appropriation is a clerical issue, she concluded.

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

#### **APPROVAL OF AMENDED CERTIFICATE AND UPDATED REVENUE - UNDIVIDED WIRELESS 9-1-1 GOVERNMENT ASSISTANCE FUND - FAIRFIELD COUNTY AUDITOR**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an amended certificate and updated revenue for the Undivided Wireless 9-1-1 Government Assistance Fund (See Resolution 06-06.27.l attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

#### **APPROVAL OF FUND STATUS CHANGE FROM CAPITAL IMPROVEMENT TO AGENCY FUND - ENHANCED WIRELESS 9-1-1 - FAIRFIELD COUNTY AUDITOR**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve a fund status change for the Enhanced Wireless 9-1-1 from Capital Improvement to Agency Fund (See Resolution 06-06.27.m attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

#### **APPROVAL OF CREATION OF NEW SPECIAL REVENUE FUND - WIRELESS 9-1-1 - FAIRFIELD COUNTY PSAP FUND - FAIRFIELD COUNTY AUDITOR**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve the creation of a new special revenue fund for the Wireless 9-1-1 Fairfield County PSAP Fund (See Resolution 06-06.27.n attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

#### **APPROVAL OF APPROPRIATION FROM UNAPPROPRIATED FUNDS - FAIRFIELD COUNTY AUDITOR/REAL ESTATE**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an appropriation from unappropriated funds for the Fairfield County Auditor/Real Estate (See Resolution 06-06.27.o attached)

Roll call vote on the motion resulted as follows:

Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

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#### **APPROVAL OF CREATION OF NEW FUND FOR VICTIM WITNESS ASSISTANCE DIVISION OF FAIRFIELD COUNTY PROSECUTOR'S OFFICE/VICTIMS OF CRIME ACT GRANT 2007/2008**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to

approve the creation of a new fund for the Victim Witness Assistance Division of the Fairfield County Prosecutor's Office Victims of Crime Act Grant 2007/2008 (See Resolution 06-06.27.p attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF CREATION OF NEW FUND FOR VICTIM WITNESS ASSISTANCE DIVISION OF FAIRFIELD COUNTY PROSECUTOR'S OFFICE/STATE VICTIMS ASSISTANCE GRANT 2006/2007**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the creation of a new fund for the Victim Witness Assistance Division of the Fairfield County Prosecutor's Office State Victims Assistance Act 2006/2007 (See Resolution 06-06.27.q attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF CREATION OF NEW FUND FOR VICTIM WITNESS ASSISTANCE DIVISION OF FAIRFIELD COUNTY PROSECUTOR'S OFFICE/STATE VICTIMS ASSISTANCE GRANT 2007/2008**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve the creation of a new fund for the Victim Witness Assistance Division of the Fairfield County Prosecutor's Office State Victims Assistance Grant 2007/2008 (See Resolution 06-06.27.r attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF ACCOUNT TO ACCOUNT TRANSFER - FAIRFIELD COUNTY MAINTENANCE**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an account to account transfer for Fairfield County Maintenance (See Resolution 06-06.27.s attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF FUND TO FUND TRANSFER, ACCOUNT TO ACCOUNT TRANSFER AND UPDATE RECEIPT ACCOUNT - FAIRFIELD COUNTY MR/DD**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve a fund to fund transfer, account to account transfer and update receipt account for Fairfield County MR/DD (See Resolution 06-06.27.t attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

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**APPROVAL OF ACCOUNT TO ACCOUNT TRANSFER - FAIRFIELD COUNTY MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an account to account transfer for Fairfield County MR/DD (See Resolution 06-06.27.u attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF APPROPRIATION FROM UNAPPROPRIATED FUNDS - FAIRFIELD COUNTY EMERGENCY MANAGEMENT/PLANNING**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve an appropriation from unappropriated funds for the Fairfield County Emergency Management/Planning (See Resolution 06-06.27.v attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF PAYMENT OF VOUCHER WITHOUT AN APPROPRIATE CARRYOVER PURCHASE ORDER - FAIRFIELD COUNTY CORONER**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve payment of a voucher without an appropriate carryover purchase order for the Fairfield County Coroner (See Resolution 06-06.27.w attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**APPROVAL OF AUTHORIZATION FOR PAYMENT OF BILLS FOR JUNE 27, 2006**

On motion of Mike Kiger and second of Jon Myers, the Board of Commissioners voted to approve authorization for payment of bills as presented for June 27, 2006 (See Resolution 06-06.27.x attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

**APPROVAL OF AUTHORIZATION OF CONTRACT APPROVAL BETWEEN FAIRFIELD COUNTY JOB AND FAMILY SERVICES AND SERVICE MASTER FACILITY SERVICES/TRAINING SERVICES**

On motion of Jon Myers and second of Mike Kiger, the Board of Commissioners voted to approve a contract between Fairfield County Job and Family Services and Service Master Facility Services for training services (See Resolution 06-06.27.y attached)

Roll call vote on the motion resulted as follows:  
Voting aye thereon: Jon Myers, Mike Kiger and Judith Shupe

**INTRODUCTION TO STATE JFS ACCREDITATION TEAM**

The Board of Commissioners met briefly with Job and Family Services Director Michael Orlando and Warren Brown of the state JFS accreditation team at 10:15 a.m. Mr. Brown introduced himself as Team Leader of the Council of Accreditation, which examines agencies against universal standards of accreditation. Preliminary results of the accreditation process indicate that Fairfield County's Job and Family Services has a unique staff providing quality service in an atmosphere in which it is clear that the  
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consumer is the priority. The well-trained staff clearly respects the consumers, he stated. While the exit interview is scheduled for Wednesday morning, Mr. Brown stated he anticipates there will be no compliance issues to which the county will need to respond. After the exit interview, the preliminary report will be forwarded to New York for final review and comment and returned to Mr. Orlando in about 45 days. He estimated that final accreditation would be within three months. The distinction of accreditation tells everyone that the agency is a quality operation, he concluded. Commissioner Myers asked if the accreditation process was a federal program. Mr. Brown explained that it is actually a private, non-profit program that provides accreditation review for human

services agencies based on nationally standardized service delivery benchmarks. In response to Commissioner Myers, Mr. Brown noted that accreditation helps an agency in applying for grants and reimbursement dollars and puts an agency in an elite group at the national level. The accreditation should be renewed about every four years, he added. Mr. Brown asked several questions of the Commissioners in reference to the Board's process in measuring the effectiveness of the agency in following its strategic plan. The Commissioners explained that quarterly meetings, monthly written reports and monthly department heads meetings are all employed to provide them with information on the agency's progress. He asked about the process by which emergencies are handled. The Commissioners indicated that, upon addressing the situation, Mr. Orlando contacts the President of the Board of Commissioners to notify the Board of the situation and provides frequent updates on any ongoing situations until the issue is resolved. The Commissioners added that the agency is extremely professional in its handling of any situation. Mr. Brown indicated that it is evident that the Commissioners have their fingers on the pulse of providing human services and thanked them for their time.

### **REVIEW SESSION**

The Board of Commissioners met to review correspondence and pending and future agenda items at 10:30 a.m. Present at this review session were Judith Shupe, Mike Kiger, Jon Myers, Julia Hilty and Jackie Long.

### **MEETING WITH AUNDREA CORDLE/HUMAN RESOURCES UPDATE**

The Board of Commissioners met with Human Resources Director Aundrea Cordle for a human resources update at 11:00 a.m. Present at this meeting were Judith Shupe, Mike Kiger, Jon Myers, Aunie Cordle and Jackie Long. Ms. Cordle updated the Board on current health insurance trends. Fairfield County employees are being very good consumers of the health benefits, she stated, utilizing generic prescriptions and avoiding emergency room visits in favor of doctor's office appointments whenever possible. The process of gathering RFP's for medical, vision, prescription and life insurance is underway, she explained. Additionally, the Franklin County Commissioners have approved a recommendation to utilize the UHC Health Risk Assessment tool through which county employees who participate in an on-line wellness assessment will receive a \$25 gift card. There is a potential for this program to be implemented for all participating counties.

### **MEETING WITH JUDGE PATRICK HARRIS**

The Board of Commissioners met with Fairfield County Municipal Court Presiding Judge Patrick Harris at 11:45 a.m. regarding personnel. Present at this meeting were Judith Shupe, Mike Kiger, Jon Myers, Judge Harris, Municipal Court Administrator Micki Humes, Aundrea Cordle and Jackie Long. The meeting was scheduled to discuss funding of a municipal court probation officer position, for which the city will soon be seeking a replacement in light of a recent resignation. Judge Harris opened the meeting by stating that the County Commissioners are probably under no statutory obligation to fund the municipal court probation officer position which the county has funded since 1999. In fact, the responsibility may lie with the townships. Additionally, the

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city agrees with county personnel that the situation of having a city employee paid by the county and operating under county policies needs rectified. Judge Harris suggested that the Commissioners could make an allocation to the city sufficient to cover salary only (around \$32,000) and the city could fund the benefits. Currently, the county pays out about \$56,000 annually to fund the position and associated benefits, he explained. Discussion followed as to when it would be best to make such a change. Judge Harris asked if the change could wait until the beginning of the calendar year. Ms. Cordle suggested that it would be best to make the change when the new probation officer is hired, rather than making changes to benefits during an employee's tenure. Judge Harris stated this could be accomplished, but will necessitate some immediate work by his staff to leverage the city's share of funding. A follow-up meeting for July 6 was scheduled at which Judge Harris and Ms. Humes will have additional information

regarding possible funding through the Municipal Clerk of Courts and the townships' responsibilities.

### **WORK SESSION**

The Commissioners met for working lunch at 12:15 p.m. at which they discussed imminent litigation with the Board of Elections and the most recent budget request for 2006 submitted by the board. Present at this work session were Judith Shupe, Mike Kiger, Jon Myers, Aunie Cordle, Staci Knisley and Jackie Long. In reviewing the budget, the Board felt that additional detail was needed on some of the line items and contacted Board of Elections Member John Dolske, who had prepared the budget. Mr. Dolske agreed to provide the back-up materials later this week. Mr. Dolske's letter had given the Commissioners a date of July 11 by which to provide the necessary funds, after which the Board of Elections will file a lawsuit if the funds are not awarded. While the Commissioners felt that some additional allocation may be necessary, they expressed concern with some of the policies and practices of the office. The Board agreed that further discussions with Attorney Marc Fishel were in order and requested that the Clerk set up a meeting for later this week.

### **ADJOURNMENT**

With no further business to come before the Board, on motion of Mike Kiger and second of Jon Myers, the meeting was adjourned at 2:30 p.m.

Roll call vote on the motion resulted as follows:

Voting aye thereon: Mike Kiger, Jon Myers and Judith Shupe

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Mike Kiger

Jon D. Myers

Judith K. Shupe

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Jacqueline D. Long, Clerk

**NEXT REGULAR MEETING SCHEDULED FOR THURSDAY, JULY 6, 2006, AT 10:00 A.M.**