



# REVIEW AGENDA

## BOARD OF COMMISSIONERS

**Tuesday, December 22, 2020**  
**9:00 a.m.**

**Commissioners**  
Steven A. Davis  
Jeffrey M. Fix  
David L. Levacy

**County Administrator**  
Carri L. Brown

**Clerk**  
Rachel A. Elsea

1. **9:00 a.m. – Review**
2. **Welcome**
3. **COVID-19 Update**
4. **CARES Act Update**
5. **Legal Update**
6. **Administration, Project, and Budget Update/Carri's List**
7. **FYI**
  - a. Jail Population
  - b. Public Records Requests or Questions
8. **Open Items from anyone in attendance**
9. **Regular Meeting**
10. **Adjourn**
11. **2:00 p.m. – Revolving Loan Fund – Virtual (Levacy)**

**SERVE • CONNECT • PROTECT**

**Summary of CARES Act uses relating to HB 481/SB 357/HB 416**

**June 4, 2020 – County Prosecutor’s Opinion Regarding Antibody Testing**

**2020-06.09.u**

A resolution to fulfill the requirements of Senate Bill 310 for the passage of a resolution in order to receive and expend federal funds under section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act

*This resolution affirmed funds would be used consistent with requirements of the CARES Act (expenditures that are necessary due to the public health emergency; not previously budgeted; and incurred March 1, 2020, - December 30, 2020). This is a resolution of necessity and agreement to comply with the federal legislation.*

**2020-06.16.a**

A resolution to establish a new fund on the books of the County Auditor relating to Senate Bill 310 to receive and distribute federal funds under section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act

**2020-06.16.b**

A resolution to establish a new fund on the books of the County Auditor relating to Senate Bill 310 to receive and expend federal funds under section 5001 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act

**June 26, 2020 – County Prosecutor’s Opinion Regarding Public Safety Payroll Support**

**July 2, 2020 – County Sheriff’s Office Provides Justification for Repurposed Employees with Substantially Different Duties Due to the Pandemic**

The legal opinion from the County Prosecutor and the documentation from the County Sheriff demonstrate the eligible expenditures relating to public safety payroll support. Guidance from the US Treasury, the Auditor of State, and the State Office of Budget and Management informed the approach taken by the county.

**2020-07.07.a**

A resolution authorizing initial uses of HB 481 (formerly SB 310) related Coronavirus Aid, Relief, and Economic Stability (CARES) Act funding (with documentation) and approving appropriations from unappropriated funds for the County Coronavirus Relief Fund, #2868

*This resolution approved appropriations and identified priorities relating to the initial distribution. The resolution included documentation from the Sheriff’s Office identifying specific positions substantially dedicated to working on mitigation and prevention efforts for the pandemic. The Sheriff’s Office also documented duties and repurposing that reasonably justified the substantially different classification.*

**2020-07.14.c**

A resolution to approve memo receipts to the General Fund# 1001, memo receipts to the Real Estate Assessment Fund# 2022, account to account transfers into major expenditure object categories, and memo expenditures for the County Coronavirus Relief Fund #2868

**2020-07.21.d**

A resolution approving account to account transfers in major object expense categories and memo transactions relating to the CARES Act Relief Fund# 2868

Two resolutions (from July 14 and July 21) expanded upon **2020-07.07.a.**

**Substantial Dedication of Public Safety Employees**

The state of Ohio has indicated it is up to a jurisdiction to define its own thresholds of substantial dedication and to maintain clear documentation of the justification of that decision.

Fairfield County in its use of the CARES Act resources is utilizing the *public safety* presumption that all payroll expenses are presumed to be related to mitigating the COVID-19 pandemic.

Justification for this decision is based on the US Treasury guidance and the opinion of the Fairfield County Prosecutor.

The presumption for public safety employees complies with the federal legislation. The support for the presumption, however, is documented with a justification of substantially dedicated staff.

Multiple entities (many much larger than Fairfield County) are using this threshold of substantial dedication. For example, there is documentation in the media regarding the utilization of this presumption by the state of Michigan, Las Vegas, Colorado Springs, and South Dakota. There are policy thought leaders who propose local governments should utilize this presumption. In addition, there are multiple notations in the US Treasury guidance about this presumption.

**Substantially Different Work**

The state of Ohio has indicated that documentation for the substantially different classification be maintained.

For public safety employees, the substantially different classification was shown in a letter from the Sheriff's Office. The letter identified specific positions and described duties that justified the substantially different classification. The positions noted in the letter were the substantially dedicated positions. Positions were all public safety position. Corrections offices are considered public safety officers. The scope of the Corrections Officer position correlates with public safety, which has the primary goal of protecting the public and keeping them safe. They are considered first responders in this context.

Summary of CARES Act Uses/Eligible Expenditures  
Relating to HB 481/SB 357/ HB 416 Resources  
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For facilities employees, the substantially different work relates to overtime for COVID-19 relating sanitation or preparation of safeguarding measures, such as the creation of plexiglass barriers. This overtime was previously unbudgeted.

**Time and Effort**

Fairfield County in its use of the CARES Act resources is utilizing the *public safety* presumption that *all* payroll expenses are presumed to be related to mitigating the COVID-19 pandemic. For public safety employees, amounts charged to the CARES Act resources were for *base pay* for time worked in substantial dedication to the COVID-19 pandemic. If there was reimbursement from another source, such amounts were not charged.

100% of base pay for the identified public safety employees were eligible. (This does not mean 100% of payroll. For example, sick leave, vacation, and overtime were not charged.) There are records for each pay of the amounts that were not charged, as well as the amounts that were charged.

Fairfield County maintains timesheets by person.

Detail reports were highlighted to show the number of hours (within the emergency period) an employee performed substantially dedicated COVID-19 activities (presumed for public safety employees).

For facilities employees, overtime for the specific purpose of disinfection or sanitation relating to COVID-19 was charged. For facilities employees, overtime records were maintained to show the purpose of the overtime.

**The Auditor of State will audit with maximum flexibility (relative to CARES Act resources).**

The Auditor of State indicated they will audit with **maximum flexibility** in accordance with the law and guidance issued at the time of the expenditure and any additional available guidance at the time of the audit. The Auditor of State recommended obtaining an opinion from legal counsel.

**CARES Act expenditures have been reviewed in weekly public meetings since July 7, the approximate date the county was in receipt of its distribution relating to the HB 481. The resolutions to date are noted above.**

Minutes of the Board of County Commissioners reflect the evaluation and discussion of the CARES Act plans and decisions. For example, on July 28, the identified eligible expenditures were reviewed in detail. The Commissioners reviewed the details, and the minutes reflect that the expenditures were aligned with the requirements of the federal legislation.

The summary on the next page shows expenditures by category, and it was a part of the minutes of July 28, 2020.

Summary of CARES Act Uses/Eligible Expenditures  
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Remaining, 7 24

1,435.20	County Parks District Hand Sanitation Stations
12,582.00	Electrostatic Sprayer and Disinfectant Supplies
3,960.00	PPE, Masks
<b>17,977.20</b>	<b>Public Health Expenditures</b>

545.00	Computer equipment to support virtual hearings and teleworking
2,539.11	DR Court lap tap - support virtual hearings and teleworking
8,895.16	Equipment to support teleworking and video conferencing
<b>11,979.27</b>	<b>Other, reasonably necessary to improve capabilities of public employees</b>

**29,956.47**      *Amount remaining in the HB 481 CARES Act Fund, encumbered*

Spent or

Encumbered,  
7.24

1,603,084.79	<b>Amount spent on payroll for public safety employees</b>
50,344.28	<b>Amount spent to improve telework capabilities of public employees</b>
24,420.45	<b>Amount spent on public health expenses</b>
<b>1,677,849.52</b>	Total Distribution HB 481, to date

**Proposed for 9.8.2020**

528,724.76	<b>Amount for payroll for public safety employees, through July</b>
37,000	<b>Amount spent to improve telework capabilities and services for public employees</b>
273,200	<b>Amount spent on public health expenses</b>
<b>838,924.76</b>	Total Distribution HB 481, to date

**Summary of CARES Act Uses/Eligible Expenditures  
Relating to HB 481/SB 357/ HB 416 Resources  
December 19,2020**

**We will continue to track eligible expenses (even if not charged) to help with contingency plans and coordination of funding sources.**

There are additional public safety expenditures eligible but not charged, and an additional amount that will be able to be charged in the category of public health expenditures.

As in the past, we will purchase PPE as needed and will seek reimbursement as possible.

A small business grant program (to potentially supplement the new loan programs, although initial informal feedback is that the PPP program was widely accessed) can be approved from general fund monies, like the training grants now in place.

Expenditures will continue to be approved by the Board of Commissioners in public meeting.

We have encouraged all stakeholders to stay in touch with EMA and County Administration regarding identified needs and ideas about CARES Act or related resources during the emergency period. We have not turned away any request for financial and/or programmatic support.

**2020-09.08.b**

A resolution approving appropriations, the authority to spend, the controlling board released amounts, relating to the CARES Act Relief Fund# 2868; specifically A resolution authorizing uses of State Controlling Board released funds connected with HB 481 (formerly SB 310) relating to the Coronavirus Aid, Relief, and Economic Stability (CARES) Act funding and approving appropriations from unappropriated funds for the County Coronavirus Relief Fund, #2868

**2020-09.15**

**For September 15, 2020,** Controlling Board released amounts are proposed for use as follows, with some account to account transfers of appropriations, as well:

<b>1,496.43</b>	<b>Overtime, substantially different, cleaning</b>
<b>2,575.89</b>	<b>HR teleworking equipment</b>
<b>3,481.72</b>	<b>Treasurer teleworking equipment</b>
<b>5,560.00</b>	<b>Antibody testing (Courts, Sheriff)</b>
<b>14,286.00</b>	<b>Digitizing services (Probate Court)</b>
<b>19,000.00</b>	<b>MOW MOU for services</b>
<b>209,212.54</b>	<b>COVID vehicles</b>
<b>583,312.18</b>	<b>Public safety payroll support</b>
<b>838,924.76</b>	<b>Total Controlling Board Release</b>

Summary of CARES Act Uses/Eligible Expenditures  
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This adjusts the above tables, as follows.

Spent or  
 Encumbered  
 or to be  
 encumbered,  
 9.15

1,603,084.79	<b>Amount spent on payroll for public safety employees</b>
50,344.28	<b>Amount spent to improve telework capabilities of public employees</b>
24,420.45	<b>Amount spent on public health expenses</b>
<b>1,677,849.52</b>	Total Distribution HB 481, to date

*Proposed for 9.15.2020, spent or encumbered/to be encumbered  
 (This was approved on 9.15.2020.)*

583,312.18	<b>Amount for payroll for public safety employees</b>
20,343.61	<b>Amount spent to improve telework capabilities and services for public employees</b>
235,268.97	<b>Amount spent on public health expenses</b>
<b>838,924.76</b>	Total Distribution HB 481, to date

Summary of CARES Act Uses/Eligible Expenditures  
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Also, the county expects additional funds based on HB 416.

Proposed for 9.29.2020 are appropriations based on the anticipated receipt.

For the next round of CARES Act resources, there are additional expenditures planned for categories used in the past:

3,813,478.00	<b>Amount for payroll for public safety employees</b>
283,862.25	<b>Amount spent to improve telework capabilities and services for public employees</b>
1,142,209.73	<b>Amount spent on public health expenses</b>

There are also two new categories:

- **Transfers to other political subdivisions for public safety or public health payroll support: \$220,000.00**
- **Other categories, such as administrative leave and potential special deputy services or other contacted services (this category could shift to amounts spent on public health expenses): \$218,746.02**

This translates to local categories of expenditures as follows:

Then, we need to appropriate as:

- 58,850.00 contract services
- 525,000.00 contract services/grant
- 493,829.92 equipment
- 1,395,448.00 fringe benefits, insurance
- 37,196.73 fringe benefits, Medicare
- 357,951.23 fringe benefits, OPERS
- 2,400.00 overtime
- 2,199,778.06 salaries
- 33,706.06 supplies
- 574,136.00 vehicles
- 5,678,296.00**



**Summary of CARES Act Uses/Eligible Expenditures  
Relating to HB 481/SB 357/ HB 416 Resources  
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In the coming weeks, there will be additional resolutions for accounting structure.

Note: We have included fringe benefits in part that were not originally included in the public safety payroll support. There are additional fringe benefits yet to include.

The County Administrator will also connect with potential contractors, political subdivisions, and non-profit partners to firm up the next steps.

**10.17.2020**

Adjustments was organized based on current information and expectations. The MUNIS reports were reconciled.

8,195,097.64	revenues to date, as of 10 22 2020
2,370,770.31	expenses to date, as of 10 22 2020
5,824,327.33	<i>fund balance</i>
1,636,844.42	encumbrances to date, as of 10 22 2020
4,187,482.91	available budget – will be used for eligible expenses

Eligible expenses with the resolution posed on 10 20 2020 2ill be deducted from the available budget above. (There are some timing differences on the MUNIS reports.)

Eligible CARES Act expenditures in summary categories	
Resolution of 10 20 2020	
Public Health, sanitation and overtime for disinfection	7,871.77
Public Safety Payroll Support, Sheriff and EMA	1,780,936.26
Improving Teleworking for Employees, ADAMH	15,855.30

*resolution of 10 20 2020 total* 1,804,663.33

A copy of the resolution was in the review packet for 10.20.2020.

After adjustments, remaining appropriations in local categories will be:

personal services	1,501,219.10
fringe benefits	718,570.41
contracted services	158,402.71
equipment	4,600.00
total	2,382,792.22

Personal service and fringe benefits will be used for public safety payroll support. Contracted services will be for a subgrant to MCJDC for public safety payroll support. Equipment will be for teleworking equipment to improve public services. There will be some minor changes and appropriations for interest.

**Summary of CARES Act Uses/Eligible Expenditures  
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There are subgrants already approved and some expended:

<b>Subgrantee</b>	<b>Amount</b>	<b>Purpose</b>	<b>Expensed</b>
Board of Health	67,400.27	Public Health Payroll Support	10.15.202
Board of Health	8,942.82	Public Health Supplies and Materials – vaccine clinic	
Meals on Wheels	22,250.50	Food Emergency Program Equipment	
DACO	905.89	Public Health Safeguarding Supplies	10.22.202
FMC	810.00	Public Health Expenses for Equipment	
FMC	862.00	Public Health Expenses for Supplies and Materials	
FMC	20,178.00	Public Health Expenses for Equipment	
FMC	22,572.46	Public Health	
FMC	22,979.40	Public Health Expenses for Supplies and Materials	
FMC	56,053.70	Public Health Expenses for Equipment	
FMC	363,800.00	Public Health Expenses for Equipment and Supplies	
FMC subtotal	487,255.56		
MCJDC	158,399.67	Public Safety Payroll Support	
MCJDC	4,916.72	Sanitation supplies, supplies to comply with safeguarding, teleworking equipment for public employees, and PPE	
<b>Total Subgrants</b>	<b>750,071.43</b>		<b>750,071.43</b>

Note: Subgrants were more than originally expected based on community needs. We also have approved contracts:

<b>Contract/MOU for services</b>	<b>Amount</b>	<b>Purpose</b>
MOW	19,000.00	Emergency Food
SEOLS	36,850.00	Legal Services to help with eviction process and other processes relating to needs arising from the pandemic; economic support
total outstanding c/s with non-profit organizations	55,850.00	

**In queue, after reconciliation from all subdivisions, there is approximately \$807 K of expenses that are eligible for CARES Act uses.**

Amounts include EMA expenses for the latter part of the year, administrative leave costs, Stafford Act matches, and some teleworking equipment expenses. These expenditures would be closed by the end of the year. However, there is about \$431K of equipment and testing for the hospital in queue which might not be deliverable by December 30, 2020.

We will continue to monitor and adjust.

***From 10.17.2020 forward:***

Expenses were approved through the regular bill paying process. Agreements were approved administratively and discussed in open meetings. Resolutions were approved for public safety payroll support, as usual. Adjustments to properly classify expenditures were made.

***For November 10, 2020:***

We proposed two resolutions to expend funds for public safety payroll support and to encumber remaining funds for payroll support related purposes.

As of November 10, 2020, all funds will either have been spent or encumbered. We will monitor, expend funds, and gather information for additional eligible expenditures. About \$600,000 is now in queue for expenditures if resources are available.

**Conclusion**

The current environment is complex and changing. The pandemic itself contributes to a high degree of uncertainty. In addition, multiple rules surrounding funding sources to support the efforts to address the pandemic are being revised and clarified often. The approach the county has taken for the CARES Act resources complies with written guidance of the US Treasury, the legal opinions of the County Prosecutor, and guidance from the state. The Auditor of State has indicated a desire to use maximum flexibility in their audits. The approach is documented, has been developed with transparency, and has considered identified needs.

As in the past, we will purchase PPE as needed and will seek reimbursement as possible.

A small business grant program (to potentially supplement the new loan programs) can be approved from general fund monies, like the training grants now in place.

We are researching the possibility of additional PRC type programs, having just completed a sizable program with TANF dollars. The TANF based program has been effective.

Goods and services need to be received by December 30, 2020.

**Summary of CARES Act Uses/Eligible Expenditures  
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If the federal government were to make changes to its requirements, we would adjust, as necessary.

**We have encouraged all stakeholders to stay in touch regarding identified needs and ideas about CARES Act or related resources during the emergency period.** We will continue to connect with Emergency Management, the Board of Health, the County Sheriff, and other community stakeholders. The plan itself needs to be adapted to meet new needs as they are identified. The plan can also be adapted if there is additional information or guidance received.

Email with questions or ideas can be sent to [carri.brown@fairfieldcountyohio.gov](mailto:carri.brown@fairfieldcountyohio.gov).

**General Report to OBM for activity through September 30, 2020**

<b>Fund 2868, connected to HB 481</b>		
<b>Revenues, Sources</b>		
<b>Description</b>	<b>Date</b>	<b>Amount</b>
Allocation from the State, HB 481	8.10.2020	1,677,849.52
Allocation from the State Controlling Board, HB 481	9.8.2020	838,924.76
<b>Total CARES Act funds received through September 30, 2020</b>		<b>2,516,774.28</b>
Interest was not calculated or received in the fund yet		
OBM guidance on interest was received on 10.1.2020		
<b>Expenditures, Uses</b>	Amount, by category	
Public Health and Safety Employees, Payroll Support	2,186,396.97	
Improve Telework Capabilities of Public Employees	47,325.91	
Personal Protective Equipment	3,960.00	
Public Health Expenditures	9,365.68	
<b>Expenditures through September 30, 2020</b>	<b>2,247,048.56</b>	
<b>Encumbrances:</b>		
Food Program	19,000.00	
COVID-19 testing	5,560.00	
Improve Telework Capabilities of Public Employees	23,361.98	
Public Health	221,803.74	
<b>Total Encumbrances from the first two distributions</b>	<b>269,725.72</b>	
Difference	0.00	
<b>Additional encumbrances as of 9.30.2020, Public Health</b>	<b>524,333.26</b>	
<b>(amended certificate already issued for \$5M+ to come)</b>	<b>794,058.98</b>	total encumbered

- Public safety payroll support allowed for mitigation and response to the COVID-19 pandemic by county public safety personnel. Teleworking capabilities for public employees of several departments were improved with the purchase of technological equipment. PPE, such as masks, was purchased to be of support to employees, other agencies, and the public. Public health expenditures included park sanitation stations, overtime for cleaning and sanitization of public buildings, supplies for sanitation equipment, and sanitation sprayers.

**Summary of CARES Act Uses/Eligible Expenditures  
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- Encumbrances were for emergency provision of shelf stable food for Meals on Wheels, antibody testing for court and law enforcement personnel, additional technological equipment to improve public services, as well as disinfectant supplies, disinfectant equipment, and vehicles equipped to be compliant with COVID-19 safeguards which helps to keep employees and members of the public safe from community spread of the virus.
- Some of the categories differed from the report, but the totals match for the main categories previously reported.
- We will continue to report weekly on the CARES Act resources and their uses. The plan as a framework works well.
- On November 20, unencumbered funds are to be returned to the agency fund.
- We have a plan for an additional distribution.

**Additional Notes, December 2020**

Over time, we have stayed in touch with stakeholders to identify needs and to adjust based on availability of goods. We have made appropriate expenditures and adjustments, reflected in minutes of each public meeting. *Additional administrative authority was granted on December 8, along with other approvals, for efficiency.*

We have used the COVID Defense Team with EMA to gather information and have reported on the pandemic response at each public meeting.

We are aware that some supply chains are disrupted during the pandemic. In January, we will make payments for goods and services received prior to December 30. We will also be able to adjust if needed for payroll related eligible expenses if the goods or services are not received. We have approximately \$1.75 M of expenses that could be reviewed for this purpose.

An accounting of sources and uses for March 1 – December 30 follows.

Summary of CARES Act Uses/Eligible Expenditures  
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**CARES Act Relief Funds, #2868 March 1- December 30**

<b>Fund 2868</b>		
<b>Revenues, Sources</b>		
<i>Description</i>	<i>Date</i>	<i>Amount</i>
Allocation from the State, HB 481	8.10.2020	1,677,849.52
Allocation from the State Controlling Board, HB 481	9.8.2020	838,924.76
<b>Subtotal funds received as of September 30, 2020</b>		<b>2,516,774.28</b>
OBM guidance on interest was received on 10.1.2020		
<i>Description</i>	<i>Date</i>	<i>Amount</i>
Allocation from the State, HB 614	10.14.2020	5,678,296.38
Reconciled from other entities, redistributed	11.30.2020	155,744.17
Subtotal Allocation and Redistributed		5,834,040.55
Interest July 2020	10.7.2020	16.35
Interest August 2020	10.7.2020	10.63
Interest September 2020	10.20.2020	93.16
Interest October	11.4.2020	152.09
Interest November	12.8.2020	2,083.47
Subtotal Interest		2,355.70
<b>Subtotal CARES Act funds received October 1, 2020 through December 31, 2020</b>		<b>5,836,396.25</b>
<b>Fund Total, as of December 31, 2020</b>		<b>8,353,170.53</b>

Letter of Category on OBM Guidance	<i>Description of Uses</i>	<i>Date</i>	<i>Amount</i>	<i>CARES Act Description</i>
L	<b>Public Safety/Health Support</b>		<b>2,186,396.97</b>	Payroll Support
I	<b>Telework Improvements</b>		<b>47,325.91</b>	Improve Telework Capabilities
M	<b>Materials and Supplies for PPE</b>		<b>3,960.00</b>	PPE
N	<b>Public Health</b>		<b>9,365.68</b>	Public Health
		As of 9.30	<b>2,247,048.56</b>	
L	<b>Public Safety/Health Support</b>		<b>3,795,547.76</b>	
R	<b>Admin Leave, Other</b>		<b>213,119.37</b>	
N	<b>Public Health</b>		<b>607,386.11</b>	
I	<b>Telework Improvements</b>		<b>404,418.87</b>	
G	<b>Food Program</b>		<b>29,913.82</b>	Food Program, MOW
C	<b>COVID Testing</b>		<b>2,739.00</b>	COVID Testing
M	<b>PPE Materials and Supplies</b>		<b>23,677.51</b>	PPE, masks, gloves
	Expenses 10.1-2020-12.31.2020		<b>5,076,802.44</b>	
	Total Expenses, 2020 for the year		<b>7,323,851.00</b>	

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Encumbrances				
<b>D Economic Support</b>	SEOLS	Legal Services, Economic Support	Eviction and unemployment assistance	<b>36,850.00</b>
C COVID testing	FMC	COVID testing equip & supplies	COVID testing equipment & supplies	363,800.00
C COVID testing	FMC	Public Health equip & supplies	Equipment and Supplies, Testing Supplies	84,961.52
<b>C COVID testing</b>				<b>448,761.52</b>
N Public Health	FMC	Public Health equip & supplies	Equipment and supplies, charted	299,133.35
N Public Health	FMC	Public Health equipment	Equipment	77,274.00
N Public Health	FMC	Public Health equip & supplies	Equipment and Supplies	5,646.45
N Public Health	FMC	Public Health equip & supplies	Equipment and Supplies	45,930.36
N Public Health	Board of Health	Public Health Equipment	Freezer	4,509.07
N Public Health	Dynamix	Public Health Equipment	Ultraviolet light filtering	88,964.28
<b>N Public Health</b>				<b>521,457.51</b>
<b>G Food Program</b>	MOW	Public Health Equipment	Labeler	<b>22,250.50</b>
			Total Encumbered Cash 12 30 2020 (100% Used)	<b>1,029,319.53</b>

Summary

OBM Category	Expended as of 12 30 2020	Encumbered	Total Expected for Funding Period
L Public Safety/Public Health Payroll Support	5,981,944.73	0.00	5,981,944.73
N Public Health	616,751.79	521,457.51	1,138,209.30
I Telework Improvements	451,744.78	0.00	451,744.78
C COVID testing	2,739.00	448,761.52	451,500.52
R Not Listed, Administrative Leave	213,119.37	0.00	213,119.37
G Food Program	29,913.82	22,250.50	52,164.32
D Economic Support	0.00	36,850.00	36,850.00
M PPE	27,637.51	0.00	27,637.51
			<b>8,353,170.53</b>

**Summary of CARES Act Uses/Eligible Expenditures  
Relating to HB 481/SB 357/ HB 416 Resources  
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***CARES Act Relief Funds***

All expenditures were evaluated as eligible expenditures for the CARES Act resources. All were necessary due to the pandemic, unbudgeted, and made for goods or services received (or to be received prior to December 30, 2020). Legal opinions were sought as needed. Guidance from the US Treasury and state was followed. Here is a description of all expenses and encumbrances thus far.

***Public Safety/Public Health Payroll Support***

A legal opinion from the County Prosecutor and documentation from the County Sheriff demonstrate the eligible expenditures relating to public safety payroll support. Guidance from the US Treasury, the Auditor of State, and the State Office of Budget and Management informed the approach taken by the county. \$5,556,108.36 was charged to the CRF for payroll expenses for the Sheriff's Office. \$142,222.01 was charged for the Emergency Operations Center. \$216,214.09 was charged for the Multi-County Juvenile Detention Center. \$67,400.27 was charged for the Board of Health. In each of these categories, there are additional eligible expenditures available.

***Public Health***

Public health expenditures (and encumbrances) include disinfection and sanitation services as safeguarding measures for the public and employees. The category also includes expenditures for equipment and supplies purchased for safeguarding measures and for the conduct of testing and vaccination clinics. Most expenditures for Fairfield Medical Center are in this category (or within the category of COVID Testing). A total of \$893,544.08 was provided to Fairfield Medical Center.

***Telework Improvements***

Expenditures were for laptops, printers, and scanners for public employees who were teleworking as part of a safeguarding measure. Some new cell phone expenditures were also included for DD employee who were teleworking. Teleworking allowed for public services to continue while safeguarding measures were in place.

***COVID Testing***

COVID Testing expenditures (and encumbrances) were for non-profit hospital expenditures for equipment to improve efficiency of testing, as well as for antibody testing of public safety and court employees.

***Administrative Leave***

From March 22- May 29, certain employees of the Clerk of Courts and County Engineer were not able to telework during the state's stay healthy at home order, and salaries for unbudgeted administrative leave as approved by the appointing authority were charged to the CARES Act funds. For Clerk of Courts employees, \$4,656.27 was reimbursed to the general fund, and \$69,124.66 was reimbursed to the Clerk of Courts Certificate of Title Fund. \$139,338.44 was reimbursed to the Motor Vehicle Fund for County Engineer employees.

***Food Program***

CARES Act funds supported Meals on Wheels in providing shelf stable food to meet community needs and a labeler to support safeguarding. We are pursuing CARES Act related resources (of CDBG) for Meals on Wheels, as well, for different food program expenses.

***Economic Support***

Resources were used for legal services for those facing eviction or in need of assistance to answer questions about unemployment claims. A clinic was held for members of the local Bar Association. During the funding period, a separate grant was received to provide small business assistance, which will be supplemented by existing general fund grants. In addition, the county made effective referrals to state and federal programs for economic support.

***Personal Protective Equipment***

PPE includes the purchases of masks, shields, barriers, gloves, or similar items. Stafford Act resources were used for this category of expenditures (and for certain public health expenditures as an emergency response), as well, and care was taken to coordinate the funds appropriately.



**ADMINISTRATIVE AUTHORITY ITEMS  
FAIRFIELD COUNTY COMMISSIONERS' OFFICE  
DECEMBER 05, 2020 TO December 18, 2020**

**Fairfield County Commissioners**

- AA.12.08-2020.c An Administrative Approval for the payment(s) of the United Health Care (UHC) invoice for the Fairfield County Self-Funded Health Benefits Program – Fairfield County Board of Commissioners [Commissioners]
- AA.12.08-2020.d An Administrative Approval for the payment of invoices for departments that need Board of Commissioners' approval and have bills presented that are not more than \$100,000 per invoice [Commissioners]
- AA.12.09-2020.a An administrative approval for an additional subgrant agreement for Fairfield Medical Center based on needs surrounding the COVID-19 public health emergency, for respirator machines needed to treat patients [Commissioners]
- AA.12.12-2020.b An administrative approval for subgrant agreements for Fairfield Medical Center based on needs surrounding the COVID-19 public health emergency, for public health equipment and public health supplies or materials [Commissioners]
- AA.12.12-2020.c An Administrative Approval for a subgrant agreement of CRF resources received from HB 481 (HB 614) to support the Fairfield County Board of Health for the purposes of public health equipment, a freezer, as a response to the COVID-19 Pandemic [Commissioners]
- AA.12.14-2020.a An administrative approval for memo transactions relating to the CARES Act Relief Fund# 2868, for public safety payroll support – Fairfield County Commissioners [Commissioners]
- AA.12.14-2020.b An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.14-2020.c An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.14-2020.d An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.14-2020.e An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]

- AA.12.14-2020.f An administrative approval for overtime of Facilities, for the payroll of November 21, 2020, through December 4, 2020, as charges to the CARES Act Relief Fund# 2868, and approving the uses of such funds [Commissioners]
- AA.12.15-2020.b An Administrative Approval to rescind a subgrant agreement of CRF resources received from HB 481 (HB 614) to support the Fairfield County Board of Health for the purposes of public health equipment, a freezer, as a response to the COVID-19 Pandemic [Commissioners]
- AA.12.15-2020.c An Administrative Approval for a subgrant agreement of CRF resources received from HB 481 (HB 614) to support the Fairfield County Board of Health for the purposes of public health equipment, a freezer, as a response to the COVID-19 Pandemic (this approval replaces the previous approval as the Board of Health send new documentation) [Commissioners]
- AA.12.15-2020.d An Administrative Approval for the payment(s) of the United Health Care (UHC) invoice for the Fairfield County Self-Funded Health Benefits Program – Fairfield County Board of Commissioners [Commissioners]
- AA.12.15-2020.e An Administrative Approval for the payment of invoices for departments that need Board of Commissioners’ approval and have bills presented that are not more than \$100,000 per invoice. [Commissioners]
- AA.12.15-2020.f An administrative approval to amend the date of a subgrant agreement for Meals on Wheels, for the agreement previously dated October 5, 2020 [Commissioners]
- AA.12.15-2020.g An administrative approval for a subgrant agreement for the Multi-County Juvenile Detention Center based on needs surrounding the COVID-19 public health emergency and for the purposes of public safety payroll support, for September 12 through December 4, 2020, for payroll, Medicare, and OPERS [Commissioners]
- AA.12.15-2020.h An Administrative Approval for a subgrant agreement of CRF resources received from HB 481 (HB 614) to support the Multi-County Juvenile Detention Center for the purposes of public health safeguarding (the purchase of supplies, PPE, and teleworking equipment) during the COVID-19 pandemic, as attached, for expenses paid in December by MCJDC and received prior to 12 30 2020. [Commissioners]
- AA.12.16-2020.a An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.16-2020.b An administrative approval for reimbursement of administrative leave expenses for the Clerk of Courts from the CARES Act based on a statewide stay at home order in the state of Ohio relating to non-essential employees, for the Certificate of Title Fund [Commissioners]

- AA.12.16-2020.c An administrative approval for reimbursement of administrative leave expenses for the Clerk of Courts (General Fund Employees) from the CARES Act based on a statewide stay at home order in the state of Ohio relating to non-essential employees [Commissioners]
- AA.12.17-2020.a An administrative approval for an additional subgrant agreement for Fairfield Medical Center based on needs surrounding the COVID-19 public health emergency, for medication pumps needed to treat patients [Commissioners]
- AA.12.17-2020.b An administrative approval for an additional subgrant agreements for Fairfield Medical Center based on needs surrounding the COVID-19 public health emergency, for Capsa powered carts, public health supplies, and Reagents and testing supplies, as attached. [Commissioners]
- AA.12.17-2020.c An administrative approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.17-2020.d An administrative approval for reimbursement of administrative leave expenses for the Motor Vehicle Fund from the CARES Act based on a statewide stay at home order in the state of Ohio relating to employees unable to telework [Commissioners]
- AA.12.17-2020.g An Administrative Approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.17-2020.h An administrative approval for memo transactions relating to the CARES Act Relief Fund# 2868, and approving the uses of such funds – Fairfield County Commissioners [Commissioners]
- AA.12.17-2020.i An Administrative Approval for the payment of invoices for departments that need Board of Commissioners’ approval and have bills presented that are not more than \$100,000 per invoice. [Commissioners]

**Fairfield County Job and Family Services**

- AA.12.15-2020.a An Administrative Approval of a Title IV-D Contract between Fairfield County Job & Family Services, Child Support Enforcement Agency and Attorney Jeffrey Feyko [JFS]

**Fairfield County Juvenile/Probate Court**

- AA.12.12-2020.a An administrative approval on the Equipment Inventory Report for the 2020 Coronavirus Emergency Supplemental Funding Program 2020-CE-CTF-2025 for the Fairfield County Juvenile Court [Juvenile/Probate Court]
- AA.12.17-2020.e An Administrative Approval for the MOU from Ohio Guidestone with Fairfield County Juvenile Court [Juvenile Court] [Juvenile/Probate Court]

**Fairfield County Sheriff**

- AA.12.08-2020.a An administrative approval of an agreement with the Fairfield County Sheriff's Office and Central Ohio Coon Hunters Club, "COCHC" [Sheriff]
- AA.12.17-2020.f An Administrative Approval for an Amendment to the Inmate Calling Solutions, LLC, d/b/a ICSolutions, Agreement between ICSolutions and the Fairfield County Sheriff's Office [Sheriff]

**Fairfield County Treasurer**

- AA.12.08-2020.b An administrative authority to approve an agreement for services by and between the Fairfield County Treasurer, the Board of Fairfield County Commissioners, and the Fairfield County Land Reutilization Corporation in 2021, as per the attached Agreement for Services. [Treasurer]

A. Pat Ferguson  
4595 Kauffman Road  
Carroll, Ohio 43112

December 4, 2020

Mr. Jeff Fix  
Mr. Steve Davis  
Mr. David L. Lavacy  
Fairfield County Commissioners  
210 East Main Street, Room 301  
Lancaster, Ohio 43130

Dear Sirs,

The purpose of this letter is to notify you of my resignation from the Fairfield County Airport Board of Directors. My final date of service will be Tuesday, January 12, 2021.

My time in this position has been a bonus to my life, and I thank you for allowing me to have served you and the Citizens of Fairfield County.

Thank you for the kindness and the trust you have shown during my time in that position.

Respectfully submitted,



A. Pat Ferguson

12.15.2020  
We sent a note of thanks to Pat!  
(cy)