

**Regular Meeting #5 - 2020**  
**Fairfield County Commissioners' Office**  
**February 6, 2020**

**Time with the Commission**

The Commissioners met at 8:00 a.m. for a time with the Commission. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. The Commissioners, employees, and others held an open discussion in a session known as "Time with the Commission".

Mr. Davis welcomed everyone and applauded Clerk of Courts Branden Meyer for his transfers from the Certificate of Title Fund to the General Fund. Those transfers have made many county wide projects, including the Baldwin renovations, possible.

Dr. Brown thanked those who worked on the renovation including Mr. Kochis, Mr. Keller, the facilities team, and contractors. She also highlighted the 2020 Census, Sunshine Week in March, the 2019 Summary of Statistics, and the Fairfield County Workforce Center in Carroll, Ohio, on Coonpath Road. She invited those in attendance to participate in Sunshine Week, with press releases, if they so desired.

Asst. Fire Chief Kasey Farmer applauded EMA and the Sheriff's dispatchers for their work. He also commented on the MARCS system and state he appreciated the Commissioners' support for it. The fire departments were way behind on the technology. The new tower in Millersport will allow fire departments to do their job better and keep the community safer. He asked the Commissioners to keep an open mind on pieces and parts that need added, including additional tower space.

Commissioner Levacy agreed with how the MARCS upgrades would be helpful to Millersport and many other areas.

Mr. McCullough asked if there was an update on the opioid litigation.

Mr. Davis replied the Commission has been very involved in the multi-district litigation. He stated he would be attending a follow-up meeting on Tuesday of next week. He provided an update on the discussions and meetings so far.

Mr. Fix applauded Mr. Davis for his leadership in the meetings about the opioid litigation. He stated he appreciated how Commissioner Davis was ensuring Fairfield County matters in the statewide discussions.

Scott Duff from MCU asked about an update on the ADAMH crisis stabilization center.

Mr. Fix replied they are working with FMC to look at a short-term solution to losing the 6<sup>th</sup> floor at FMC, prior to ADAMH being able to open their own crisis center, which is more of a long-term approach. In addition, ADAMH recently overcame an obstacle to obtaining land they plan to acquire; there is also discussion on using the building on Locust Street in the interim as well.

Dan Endrizzi from Ohio EMA applauded Jon Kochis and his team for putting their facility together and he thanked all of the other agencies involved, too. He stated the state of Ohio is appreciative of the work and having a place such as the Emergency and Facilities Management Complex in Fairfield County.

Mr. Davis complimented Mr. Kochis' growth into the EMA Director role.

Commissioner Davis stated at 8:52 a.m. the Commission would be in recess until the 9:00 a.m. Review Session.

**Review**

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Dennis Keller, Aunie Cordle, Jon Slater, Amy Brown-Thompson, Tom Lininger, Tony Vogel, members of the Major Crimes Unit, Todd McCullough,

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Louann Davidson, Dr. Varney, Loudan Klein, Park Russell, Michael Kaper, Scott Duff, Criss Manning, Branden Meyer, Donna Fox-Moore, FMC Police Chief Steve Anderson, Kyle Witt, and others.

- Welcome
- Legal Update

Amy Brown-Thompson reported there was no legal update.

- Administration and Budget Update/Carri's List

a. Announcements

February 17 – President's Day

February 25 – Time with the Commission, Engineer's Office

March 5 – Leadership Conference – Part 1 – Draft Agenda for Review

March 15-21 – Sunshine Week

Mr. Davis stated he and Mr. Levacy would be attending the Pickerington Chamber Annual dinner later in the evening.

b. Highlights of Resolutions

Dr. Brown highlighted six resolutions for the voting meeting.

EMA proposed a resolution approving the Fairfield County Emergency Operations Plan and signing of the Promulgation Statement, as historically completed.

We proposed a resolution to appoint the Board President of the Board of County Commissioners to the membership of the Governing Board of the Major Crimes Unit, with the County Administrator serving as designee as needed. The Governing Board is supposed to meet annually in accordance with the MCU by-laws.

We had a resolution to approve the annual update to the personnel policy manual.

The County Engineer proposed approval of the annual mileage of roads.

We had a financial resolution for an advance for a CDBG related grant fund and a financial resolution to account for AGOL licenses as proposed by GIS.

c. Administrative Approvals, Program, & Budget Update

Dr. Brown stated as of January (comparing 2020 to 2019), sales tax revenues are up about 11%. This continued increase is not expected. She stated the expenditures for the month were up about 3%, which were expected with annual increases and the fact that there were three pays in January 2020 and only two pays in January 2019. No changes were recommended to the planning tool based on the activity of January.

Mr. Davis stated the county is in better financial shape than initially expected. They still feel the need to be cautious as unexpected financial needs could come at any time.

Mr. Levacy thinks it is important to note a major part of the county's revenue is from sales tax, and the county has one of the lowest sales tax rates in the state.

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Fairfield County is frugal with their spending and is therefore able to keep the rate low.

Mr. Slater provided an update on the school board budget hearings held on Monday, stating that schools are also experiencing positive aspects of the economy while looking ahead to times when the economy may not be as positive. He commented that in the past, there was a growing economy for a period of 18 years, and we are now in a period of growth for about 12 years. There are many factors of uncertainty.

d. BRAVOs

Congratulations to the Dog Shelter on their proclamation from the Treasurer of State of Ohio. The Commissioners reflected on how much the Dog Shelter has grown and improved since Mr. McCullough's arrival.

Congratulations to EMA for their work and the new facility.

We received nice public feedback about the JFS voice responses within the telephone system.

We also continue to receive positive feedback about speed mentoring and the follow up mentoring sessions it has inspired.

We received a note of thanks from Community Action for participating in the Stuff-A-Bus campaign which raised 3,598 pounds of food and \$1,800 in cash donations.

- Old Business (none)
- New Business

a. Police Manual Updates

Commissioner Davis commented that a resolution for the annual policy manual update would be presented during the voting meeting. He requested highlights from Dr. Brown.

Dr. Brown highlighted the changes to the policy manual for 2020. There were three items we have already communicated and are now being added to the annual update of the manual.

Those items were: the adoption of the aspirational Live the Code document (placed as a part of the introduction to the manual); the inclusion of the public records policy (for which we will have training during the March leadership conference); and the compensation plan adjustment for the one-time service credit payment for employees who achieve 25 years of service.

We had two recruitment and retention related items: to permit payment of sick leave of up to 60 days upon death; and to remove the section on rehiring retired OPERS members, as those decisions are taken by appointing authorities and boards independently.

We had one item to clarify. It was for travel and expense reimbursement (generally, to submit cell phone reimbursement requests timely as soon as bills are received).

Regarding cell phone reimbursement, we are going to explore the concept of a stipend again, in accordance with the IRS regulation which allows such a stipend to not be considered compensation. We are exploring that for 2021, taking some time to better understand how this would impact departments.

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Another thing being researched for 2021 is the inclusion of additional paid leave relating to family/medical leave, in response to the federal government example, market conditions, and an electronic idea box submission.

Dr. Brown also updated everyone on onboarding statistics in Ohio and good ideas learned at conference this week.

**Major Crimes Update**

The Commissioners met at 9:30 a.m. for an update from the Major Crimes Unit. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Dennis Keller, Aunie Cordle, Jon Slater, Amy Brown-Thompson, Tom Lininger, Tony Vogel, members of the Major Crimes Unit, Todd McCullough, Loudan Klein, Dr. Varney, Park Russell, Michael Kaper, Scott Duff, Criss Manning, Branden Meyer, and Donna Fox-Moore.

Scott Duff provided an update on Project FORT. He sent Commander Lowe's regrets for not attending as he was in Washington, D.C. for the week at a conference representing the Ohio Narcotic Officers Association, for which Commander Lowe serves as President.

Project FORT is a collaborative initiative between the Fairfield County Major Crimes Unit and community stakeholders to address overdose issues facing communities throughout Fairfield County. In 2019, the project reported 142 overdoses, 12 of those unfortunately were fatal. (Commissioner Fix commented on the fatalities were understated here based on information received with the Opiate Task Force, as the ones reported here were relating to Project FORT involvement.)

Scott Duff reported Project FORT remains committed, with our community partners, to reduce the number of accidental overdoses and eliminate the overdose deaths. Project FORT will continue to work with our community partners to accomplish that goal by connecting overdose victims to treatment and recovery options that exist in Fairfield County and by training and providing Narcan to our partners and to the public.

The Team now consists of a community paramedic in Violet Twp., a team of medics from the Lancaster Fire Department, medics from some of the outlying Fire Departments, and two peer supporters.

Through grant dollars received in 2109, Project Fort has partnered with The Recovery Center and Ohio Guidestone to provide recovery support funding for recovering addicts who encounter barriers to recovery, such as utility bills, rent, car repairs and transportation. Project FORT provides bus passes from Lancaster Transit as well as gas vouchers from Speedway.

Project FORT has also partnered with Creed of Recovery, a recovery housing/counseling agency in Lancaster that provides sober living and counseling for recovering addicts. 70% of the men that FORT has sponsored have successfully completed their program, a success rate that is well above the national average.

Scott Duff introduced some graduates of the FORT program as well as the Executive Director of Creed of Recovery, Andria Entingh. Ms. Entingh discussed the importance of the partnership between Project FORT and Creed of Recovery. The graduates shared their stories and successes with Project FORT and Creed of Recovery.

The Commissioners commended the individuals on their recovery and for their bravery in sharing their stories.

Lastly, it was announced earlier this week that the Major Crimes Unit will receive a Recovery Ohio grant that will support the MCU's and Project FORT's effort in combatting drugs and drug addiction in Fairfield County.

The MCU is planning a conference this year, inviting other task forces to Fairfield County to showcase our successes and to assist other task forces in establishing similar programs.

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We continue to be innovative in our efforts to battle not only drug trafficking in Fairfield County, but also in tackling drug addiction. Scott Duff thanked the Commission and partners for their continued support.

**Review Continued**

The Commissioners met at 9:56 a.m. to continue. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Dennis Keller, Aunie Cordle, Jon Slater, Amy Brown-Thompson, Tom Lininger, Tony Vogel, members of the Major Crimes Unit, Todd McCullough, Loudan Klein, Dr. Varney, Park Russell, Michael Kaper, Scott Duff, Criss Manning, Branden Meyer, and Donna Fox-Moore.

Mr. Davis stated that the Commission would vote on the proposed personnel policy manual during the regular meeting. He applauded everyone for their recommendations. He stated how much he appreciated the Commission department heads for their professionalism and hard work.

- General Correspondence Received
  - a. CFLP 4<sup>th</sup> Quarter Report
- Calendar Review/Invitations Received
  - a. Pickerington Chamber Lunch – Thursday, February 20<sup>th</sup> at 11:30 a.m.
    - 1. Commissioner Levacy will attend
  - b. Bremen Chamber Lunch – Thursday, February 27<sup>th</sup> at 12:00 p.m.
    - 1. Commissioner Levacy will attend
- FYI (none)
- Open Items (none)

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, February 6, 2020 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jon Kochis, Dennis Keller, Aunie Cordle, Kyle Witt, Amy Brown-Thompson, Tom Lininger, Jon Slater, Michael Kaper, Branden Meyer, Donna Fox-Moore, Park Russell, Criss Manning, Christy Noland, FMC Police Chief Anderson, Todd McCullough, Tony Vogel, Loudan Klein, and Jeremiah Upp.

**Pledge of Allegiance**

Commissioner Davis asked everyone to rise as able, and he led the Pledge of Allegiance.

**Announcements**

Commissioner Davis asked if there were any announcements.

There were no announcements.

**Public Comment**

Commissioner Davis asked if anyone from the public who would like to speak or offer comments.

There were no public comments.

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**Approval of Minutes for Tuesday, February 4, 2020**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, February 4, 2020 Regular Meeting.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

**Approval of the Auditor's Resolutions**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Auditor's Office resolutions:

2020-02.06.a            A resolution authorizing a memo expense memo receipt for reimbursement of agency share of ArcGIS Online License fees for fund 2443 – GIS Department; [Auditor- GIS]

2020-02.06.b            A resolution authorizing a memo expense receipt for the General Fund 2% administration fee for managing the county self-insurance program, Fund #5376 to GENERAL #1001 - Fairfield County Auditor [Auditor- Payroll]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

**Approval of the Commissioners' Resolutions**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

2020-02.06.c            A resolution approving the appointment of the Fairfield County Commission President to the Fairfield – Hocking Major Crimes Unit Governing Board. [Commissioners]

2020-02.06.d            A resolution authorizing the approval of an advance from the General Fund to the FY2018 CDBG Critical Infrastructure Fund # 2788, Subfund# 8204 – Fairfield County Commissioners [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

**Approval of the Emergency Management Agency Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Emergency Management Agency resolution approving the Fairfield County Emergency Operations Plan and signing of the Promulgation Statement; see resolution 2020-02.06.e.

Discussion: Mr. Kochis thanked all agencies for their input on this project.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

**Approval of the Engineer's Office Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Engineer's Office resolution to approve the Annual County Highway System Mileage Certification for 2019; see resolution 2020-02.06.f.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

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**Approval of the Human Resources Resolution**

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Human Resources resolution to approve recommendations and updates to the 2020 Personnel Policy Manual for Fairfield County employees; see resolution 2020-02.06.g.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Jeff Fix, Dave Levacy, and Steve Davis

Commissioner Davis stated at 10:07 a.m. that the Commission would be in recess until the 10:30 a.m. Roundtable.

**Elected Officials/Department Heads Roundtable**

The Commissioners met at 10:33 a.m. for the Elected Officials/Department Heads Roundtable. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Dennis Keller, Aunie Cordle, Luann Davidson, Scott Duff, Jeremiah Upp, Jon Slater, Amy Brown-Thompson, Tom Lininger, Loudan Klein, Ed Laramee, Jon Kochis, Michael Kaper, Donna Fox-Moore, Branden Meyer, Kelly Turben, Park Russell, Kyle Witt, Judge Terre Vandervoort, Todd McCullough, Rick Szabrak, Tony Vogel, Dr. Varney, Shannon Carter, Tommy Springer, Cindy Hillberry, Scott Duff,

- **Welcome/Announcements**

The Commissioners welcomed everyone to the meeting. Mr. Davis reviewed the events of the morning.

Mr. Fix thanked everyone for attending. He stated the theme for 2020 is "Fairfield County Matters" and that is what he is going to emphasize this year. He looks forward to the updates from the departments.

Mr. Levacy talked about how amazing Fairfield County is and urged everyone to take advantage of everything Fairfield County has to offer. He is proud to represent Fairfield County and its residents.

**Speed Mentoring**

Dr. Brown provided an update on the speed mentoring sessions. Additional sessions are planned for May 19<sup>th</sup> and November 17<sup>th</sup>.

**State of the County Address**

Save the date now for the State of the County Address! It will be April 28 at 11:30 am at the WigWam in Violet Township. We already have the summary of accomplishments and informational packets ready.

We are working on a new summary of the county strategic plan and a new contact list. A video for county operations is in progress. We envision a video from the County Parks District, too. The theme is Counties Matter – and Fairfield County Matters!

If anyone has information to add to the packets, please contact Carri Brown, [carri.brown@fairfieldcountyohio.gov](mailto:carri.brown@fairfieldcountyohio.gov)

**March 5 Leadership Conference**

Mark your calendars now for the March 5<sup>th</sup> Leadership Conference for elected officials and departments heads. Leadership and public records will be discussed. The conference will be held in the Commission Hearing Room, and it will begin at 8:15 am. The roundtable portion of the meeting will conclude at noon.

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- Contracting Reminders

Amy Brown-Thompson provided a refresher on things to remember when executing contracts. In most cases, the contracting authority is the Board of Commissioners, with authority conferred in certain circumstances to the County Administrator. Ms. Brown-Thompson described the meaning of prosecutorial approval to form. The routing form was reviewed. Please see the attached slide show.

Mr. Davis thanked the Prosecutor's Office for their collaboration.

- Human Resources Update

Mr. Porter was not able to attend the roundtable meeting, and Dr. Brown provided an update on Human Resources, inviting Cindy Hillberry and Aundrea Cordle to join in on the discussion, as they have recently attended a conference along with Mr. Porter.

Dr. Brown described how important recruiting and talent attraction will be for the future of public entities, including Fairfield County. Hiring new employees comes with new challenges for the public sector. Generally speaking, we know there is an aging workforce. About 36% of the workforce will be over the age of 55 by the end of 2020. Workers under the age of 35 make up about 39% of the private sector workforce – but this same group is about 175 of the public sector.

Since 2014, the number of applicants per job in Ohio has decreased from an average of 97 applicants to 57 applicants, based on 2018 data.

There is an investment of time and resources in recruitment activity. The average time to hire in Ohio is 92 days from posting to the start date. Fairfield County is faring better than 92 days in most circumstances, but it is a goal to have as short of a time as possible for the hiring process.

It is important to keep in mind that 69% of candidates will abandon a job application if it takes longer than 20 minutes to complete the application. Even more startling is that 57% of experienced candidates will abandon a job application if it takes longer than 15 minutes to complete. These were some of the statistics shared at the recent Ohio Public Employer Labor Relations Association conference.

The public sector talent gap is growing, and this is a real challenge for Fairfield County. Job postings are increasing at a rate the exceeds job applicants from 2013 – 2018, and the gap has widened to a 37% difference. With this gap and fewer applicants, it is important to keep candidates engaged.

This is also true of current employees, engagement positively influences productivity. Communication is an important part of engagement.

With recruitment, a way to keep candidates engaged is to communicate throughout the selection process. This keeps candidates informed and interested.

As we think about engagement and communication, it is good to recognize that younger candidates engage and communicate by text and email.

Aunie Cordle added that branding of the county is an important factor. The work we have accomplished over the years with branding has made a difference. She mentioned that a newly hired employee commented that she reviewed the county and JFS web pages and from that review concluded she wanted to apply for a position at JFS.

Commissioner Davis thanked Ms. Cordle for sharing that example of branding and how it was important to recruitment.

Dr. Brown described a work group of HR administrators who were exploring technology upgrades for human resources. With the market research, there are modules which



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coordinate well with MUNIS, and a recommendation with a strong return on investment is being formulated. They will be building upon their research and developing a recommendation for improvement which recognizes the importance of recruiting and talent acquisition for our county's future. We will present information to the Data Board about this topic, and if anyone would like to participate in the work group, please reach out to Dr. Brown or Mr. Porter. The upgrades are consistent with the county strategic plan.

Dr. Brown thanked the Commissioners and all elected officials for their support and stated the updated policy manual (reviewed in the review session and approved during the voting meeting) would be communicated to all employees by the HR Department.

- Security Update

Jon Kochis updated the group on the progress of the Security Committee. He also presented text for an updated fact sheet, which can be laminated. He described approaches for internal communication, which is in part a response to an electronic idea box submission. Please see the attachments. This will be emailed to all.

Mr. Kochis also stated he was working with the building specific sub-committees of the Security Committee to help them set meetings for 2020 so that they can report to the countywide group with any needs or concerns they have.

- Department Updates

- a. Economic Development – Rick Szabrak

There are two career navigators in the Career Readiness Program working with over 200 students in the county. The Career Expo will be April 1<sup>st</sup>. The Workforce Center on Coonpath Road is experiencing some renovations. The goal is to help individuals develop skills. This is partnership with Ohio University Lancaster and Hocking College. Classes towards degrees and certificates will be available at the center. Also, the Performing Arts Center feasibility study draft has been received; a final version should be available in the next few months.

- b. JFS – Aunie Cordle

JFS is appreciative to move some offices to the first floor of the Government Services Building. They are also organizing the conference space which can be used by all by reserving it through FMX. Thank you to the Sheriff's Office for their active aggressor training for the building. JFS staff loved the speed mentoring session, and they are going to try to implement something internally similar to the speed mentoring. An opioid grant was received that will allow for another peer mentor to be hired in Protective Services.

- c. Facilities – Dennis Keller

Don Coakley is the new Assistant Supervisor to assist Tammy Smith, Supervisor for Facilities Management. Mr. Coakley has many maintenance qualifications that will be very helpful to the department. The department also has a new truck and snowplow. The Baldwin renovations are now complete. There have been five significant renovation or construction projects with openings in five years. The Main Street parking lot is complete, and it is used often.

The Auditor's new Real Estate Assessment Office is nearing completion and should be completed in the next month or two. Once the Auditor's staff is moved out of the Administrative Courthouse, they will do some renovations to those spaces. The Hall of Justice will have some work done, and there will be new flooring at JFS. The Engineer's office is working on plans for a new salt building within the next few years.

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d. DD – Cindy Hillberry

The Celebration of Possibilities will be March 26<sup>th</sup>. Everyone is invited to attend.

e. Coroner – Dr. Brian Varney

Everyone is invited to tour the new Coroner's Office. Chief Investigator Breining retired at the beginning of this year after 30 years with the office. There are currently three investigators, one of who may be the next Chief Investigator. There is one vacancy with the change to contracted investigators, and they are looking to fill that void. The three investigators they have are well-trained and seasoned, providing a high quality of work. Last year, they investigated and closed over 400 cases. Thank you to Luann Davidson and her administrative leadership.

f. Engineer – Jeremiah Upp

The office will receive \$550,000 in grants from the Ohio Public Works Commission for improvements to three bridges. They will be paving the County's section of 33A this year. Grant funds totaling \$2,000,000 have been obtained for that project. Next year a 100-foot bridge will be redone on Bader Road with 90% of that cost covered by grant funds. There have been some retirees and new hires that have brought new ideas.

g. Auditor – Jon Slater

Dog tag collections just ended with around 26,000 dog tags purchased. Deadlines for tax appeals is March 31, and the deadline for applications for CAUV was January 31. Thank you to Dennis Keller for his help with the building renovations. GIS has a lot of projects going on and is gearing up for the next reevaluation. They also help other offices with imagery. Thanks to DD for their help with Executime. Thanks to Jen Dickerson and Jay Mattlin. Thank you to everyone for their patience as they work through issues.

h. Prosecutor – Kyle Witt

In 2019, the office reviewed 319 contracts. There are other issues the civil division reviews, such as issues surrounding employment. The records move is complete with 500+ boxes moved and 300-400 boxes shredded. There were 757 adult felony indictments last year. There is one trial going on right now, and a murder case is scheduled for trial next Tuesday. Jennifer Boggs retired last years after over 20 years of public service. Her victims advocate position has been filled.

i. Regional Planning Commission – Loudan Klein

The office is preparing for the 2020 CDBG process. They will be allocated \$300,000 which is very impactful for smaller entities. The first hearing will be in March. The wastewater treatment plant in Sugar Grove will be done in the next few weeks. Pleasantville's sidewalks are out to bid now. Residential and commercial development are still very strong. RPC continues to host meetings and do whatever they can to promote participation in the 2020 Census.

j. Clerk of Courts – Branden Meyer

Mr. Meyer completed his year as President of the Clerk's Association. Thank you to Dennis Keller and his staff for their help with moving boxes to the Records Center and for helping with the roof leak at the leased space for the Pickerington Title Office. About 20,000 pounds of paper were shredded with the move to the Records Center. They are close to 98% complete with the move into the Records

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Center. Thank you to the Prosecutor's Office for their help in answering any questions the office staff has.

Mr. Keller added that all departments are officially out of the Drew Show storage facility. The group celebrated this, as it was a lot of effort for a lot of people to make this happen.

k. Treasurer and Land Bank – Michael Kaper

The Treasurer's Office is in the middle of first half of the collection period. The drive through collection at 135 West Chestnut is operational. The due date for taxes is February 20<sup>th</sup>.

The work of the Land Bank is going well. They recently completed the NIP grant and are now working on strategies that uses non-grant resources, which gives them more flexibility.

l. Family, Adult, and Children First Council – Donna Fox-Moore

The Building Trauma Informed Systems Committee is working on their annual conference which will be held on March 13th. Last year 250 people attended. ADAMH will offer CEUs for social workers. Parenting education partnerships have increased FACFC's community capacity to address parenting skills needed today. Two staff members are certified in an evidence-based parenting curriculum. There will be eight different parenting classes offered in February and March.

Mr. Davis introduced Steve Luchtenberg who was the architect for the Baldwin building.

Mr. Luchtenberg stated it was a three-year process starting with moving everything to the Records Center. He commented that it was great to work with the work group members for the project: Carri Brown, Dennis Keller, Jon Kochis, Branden Meyer, and Mark Conrad. He is thrilled with how the project turned out.

Mr. Davis stated the Commission had a certificate of appreciation to present to Mr. Luchtenberg following the roundtable meeting.

m. Veterans Service Commission – Park Russell

The VA has recently added a few service locations for new filings relating to Agent Orange exposure. The VSC is working on getting the word out to veterans and widows.

n. SWCD – Tommy Springer

Plat books will be updated this year and will be digital this year. SWCD continued to partner with the Hunters Run Conservancy District. The latest farm bill has increased funding for old contracts that had expired due to the lack of an update. The H2Ohio program will fund one project outside of Western Lake Erie, and that is at Brooks Park at Buckeye Lake. This is be officially announced within the next month. The project will total several million dollars.

o. Dog Shelter – Todd McCullough

Mr. McCullough thanked many offices and people including the Auditor's Office for their help during dog tag season; EMA for their help supporting his work on the statewide Dog Warden's association; Tom Lininger in the Prosecutor's Office for his help with prosecutions; and Rick Szabrak for the Work Readiness Program as they recently hired someone who had that certification.

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p. Utilities – Tony Vogel

The office is updating their construction specification manual. They are working with seven different developers in the northern part of the county. According to a developer, Central Ohio is short on lots to develop. The developers are stating that working with people in Fairfield County is a pleasure for their organized processes and customer service efforts. The mock interviews in the Career Readiness Program have been helpful to the students.

q. OSU Extension – Shannon Carter

The roundtable packet contained information on upcoming classes and certifications. Over 1,300 youth participated in 4H in 2019. More information on 4H opportunities were also in the packet. 4H day is the first Saturday in March at the Fairgrounds from 1:00 p.m. – 3:00 p.m.

- Rapid Fire News

- What have we done to accomplish the mission...?
- Records Center update
- 2020 Special Dates
- Routing Form for Contracting
- Review of Packet and Checklist

Dr. Brown invited department heads and elected officials to participate in the National Association of Counties Achievement Award program. Call her if you would like help with an application. It is important to show how Fairfield County matters in the state and the nation.

**Adjournment**

With no further business, on the motion of Dave Levacy and a second of Jeff Fix, the Board of Commissioners voted to adjourn at 12:02 p.m.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Jeff Fix, and Steve Davis


The next Regular Meeting is scheduled for Thursday, February 6, 2020 at 10:00 a.m.


Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
that the February 4, 2020 minutes were approved by the following vote:

YEAS:  
ABSTENTIONS: None  
\*Approved on February 6, 2020

NAYS: None

Absent  
Steven A. Davis  
Commissioner

  
Dave Levacy  
Commissioner

  
Jeff Fix  
Commissioner

Rachel A. Elsea  
Rachel A. Elsea, Clerk



AGENDA  
BOARD OF COMMISSIONERS

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

Commission Meetings February 6, 2020  
Location: Facilities and Emergency Management Complex, Baldwin Drive

8 am – 9 am Time with the Commission

County Administrator  
Carri L. Brown

This is a time for open discussion with the Commission. All employees are invited and all topics are open for discussion.

Clerk  
Rachel A. Elsea

Tours can be conducted (during this time and throughout the day) if there is interest and available time.

9 am - 10 am Commissioners' Review Session

10 am Voting Meeting for the Commission

10:30 am Roundtable Meeting for Elected Officials & Department Heads (expanded agenda below)

Noon Advertised Tours of the Facility

**Elected Officials/Department Heads Roundtable**  
**Purpose Statement:** The purpose of the roundtable discussion is to facilitate the review, discussion, and analysis of topics with relevance for Fairfield County elected officials and department heads. It is a time to provide information, network with peers, and plan.

AGENDA

- |   |                                     |
|---|-------------------------------------|
| A. Welcome  | Commissioners Davis, Fix, & Levacy  |
| B. Announcements/budget and speed mentoring follow up | Carri Brown                         |
| C. Contracting Reminders                              | Joshua Horacek & Amy Brown-Thompson |
| D. Human Resources Update                             | Jeff Porter                         |
| E. Security Update                                    | Jon Kochis                          |
| F. Departmental Updates                               | All Participants                    |
| G. Rapid News   | Carri Brown                         |
| a. What have we done to accomplish the mission...     |                                     |
| b. Records Center - update                            |                                     |
| c. 2020 Special Dates                                 |                                     |
| d. Review of Packet – Checklist                       |                                     |

ADJOURN

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**Roundtable Checklist**  
**February 6, 2020**

- \_\_\_\_\_ Use the GEM module; share your appreciation of great work accomplished
- \_\_\_\_\_ Mark calendars for special dates in 2020
- \_\_\_\_\_ Ensure staff takes Ethics, CyberSecurity, and Unlawful Harassment Training annually
- \_\_\_\_\_ Provide examples of exceptional customer service to Carri Brown by email to [carri.brown@fairfieldcountyohio.gov](mailto:carri.brown@fairfieldcountyohio.gov)
- \_\_\_\_\_ Review the Service Skills modules with HR (these are great opportunities) & please be sure HR has all alternative policies approved by appointing authorities

## ROUTING FORM FOR CONTRACTS

The undersigned designee of the County affirms that he/she has reviewed the attached contract to ensure that it complies with County's needs and previous negotiations. The undersigned designee further affirms that the County has complied with the competitive selection process, as prescribed by the Ohio Revised Code, by selecting one of the boxes below.

- A. ☐ Goods and/or Services in excess of \$50,000.00—competitively selected via an Invitation to Bid, pursuant to R.C. 307.86-307.92
- B. ☐ Goods and/or Services in excess of \$50,000.00—competitively selected via a Request for Proposals, pursuant to R.C. 307.862
- C. ☐ Public Improvement contracts—competitively selected pursuant to R.C. 153.08-153.12
- D. ☐ Architect/Engineer design services for public improvements—selected through the Request for Qualifications process pursuant to R.C. 153.65-153.72
- E. ☐ County Road Improvement/Construction—competitively selected pursuant to R.C. 5555.61
- F. ☐ The subject matter was exempt from competitive selection for the following reason(s):
1. ☐ Under \$50,000
  2. ☐ State Term #: \_\_\_\_\_ (copy of State Term Contract must be attached)
  3. ☐ ODOT Term #: \_\_\_\_\_ (See R.C. 5513.01)
  4. ☐ Professional Services (See R.C. 307.86)
  5. ☐ Emergency (Follow procedure under ORC 307.86(A))
  6. ☐ Sole Source (attach documentation as to why contract is sole source)
  7. ☐ Other: \_\_\_\_\_ (cite to authority or explain why matter is exempt from competitive bidding)
- G. ☐ Agreement not subject to Sections A-F (explain): \_\_\_\_\_
- H. ☐ Compliance with Fairfield County Board of Commissioners Procurement Guidelines
1. ☐ No Finding for Recovery against Vendor as required under R.C. 9.24 (search via "Certified Search" on <http://ffr.ohioauditor.gov/>)
  2. ☐ Obtained 3 quotes for purchases under \$50,000
  3. ☐ Purchase Order is included with Agreement

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Name and Title

**\* Please note that this checklist only addresses County and statutory requirements. If a contract is paid for with state and/or federal funds, please consult with the appropriate state and/or federal agency to ensure your department is complying with any additional requirements. By submitting a request for approval, you are certifying you have addressed County, statutory, and grant requirements.\***



# Emergency Response Reference Guide



**SEVERE WEATHER - TORNADO/ EARTHQUAKE/FLOODING** - In the event of a severe weather event, warnings will be issued by the National Weather Service. Listen for an announcement regarding sheltering in place or evacuation to a safe location. At all times, stay calm.

**TORNADO** - Go to the center of the building, away from windows, or go to the predetermined safety shelter location. Do not use an elevator as power outages are typical. Listen to your supervisor or building safety officer for the "all clear" signal before leaving your safe location.

**EARTHQUAKE** - Take cover under a desk or table, avoiding falling glass and debris. Stay under cover until your supervisor or a first responder announces the "all clear." Once the earthquake has passed, be cautious of possible gas leaks, water leaks, and malfunctioning elevators or other services.

**WORKPLACE VIOLENCE**  
- **Run, Hide, Fight** - Do not agitate the aggressor; calmly adhere to their request while making mental notes about the individual. If possible, seek protection in another office, locking doors or fleeing the area. Contact your supervisor when able.

**SUSPICIOUS MAIL OR PACKAGE/ BOMB THREATS**  
- **Call 911** - A suspicious package or envelope may not have a return address, could be addressed to a former employee, or have excessive postage/unusual weight. The package may have an irregular or lopsided shape, or you can detect liquids, wires, or powder. If it looks unusual, do not touch the package. Evacuate the area and contact 911.

**FIRE - Call 911** - Tell the dispatcher the location of the fire, smoke, or peculiar odor (building, floor, office). Contact your supervisor with the identical information. Activate the alarm. Close the door to the room where the fire is located. If a pull station is nearby, immediately pulling the fire alarm to activate. If no pull station, call for help. Use the stairs to evacuate the facility. The elevator could be compromised.

**MEDICAL EMERGENCY - Call 911** - Tell the dispatcher the location of the injured person (building address, floor, office) and any details about the accident or illness. Include the name of the injured person. Contact your supervisor giving them identical information. Do not move the injured person unless there is obvious danger, such as falling debris or fire. Do not leave the injured person. Attempt to make them comfortable. Remember the medical tools available in each facility, such as the automated external defibrillator and first aid kits.

**MISSING CHILD - Call 911** - Some agencies have customers accompanied by children. If a child is missing, lost, or suspected of being abducted, your quick response is vital. Call 911, and report all known information about the child and any suspicious people you have noticed in the area.

**SUBSTANCE ABUSE - Call 911** - If a customer is suspected of being under the influence of alcohol or drugs, a decision should be made by a supervisor whether they can coherently conduct business. If they seem to be incapacitated, verbally threatening, or violent, call law enforcement.

## ACTIONS

**SHELTER IN PLACE** - Sometimes staying secured in your office or current location is safer than evacuating. Close all doors and windows and keep the lines of communication open with your supervisor or law enforcement. If you are sheltering in place due to a criminal activity in your area, ensure all entry doors are locked. Keep the line of communication with building supervisors or law enforcement open. Stay in your location until you receive the "all clear."

**EVACUATION** - Leave your office in a calm manner, closing the door when the office is empty. Assist co-workers as needed. Use the stairs rather than the elevator. Do not stop to take purses, coats, or other personal items when evacuating. Once outside, report to your designated safe area or zone. Stay outside until the "all clear" is announced.



**EMERGENCY  
(Fire or Law Enforcement)  
911**  
**SHERIFF (DISPATCH)  
740-652-7911**



Fairfield County Commissioners  
2020 Special Dates

January 2020

- 1 – New Year’s Day - Offices Closed
- 13 – Reorganizational Meeting
- 13 – Speed Mentoring
- 20 – MLK Day - Offices Closed

February 2020

- 5 – Time with the Commission
- 6 - Regular Meeting at Baldwin
- 6 - EO/DH Roundtable at Baldwin
- 17 – Presidents’ Day – Offices Closed
- 25 – Time with the Commission (Engineer’s Office)

March 2020

- 5 – Leadership Conference, Part I
- 15-21 – Sunshine Week

April 2020 – National County Month

- 1 – Career Readiness Expo @ Workforce Center
- 8 – Wear Blue – Child Protective Services Breakfast – Abuse Prevention Month
- 11 – Township Trustees Assoc. Mtg
- 10 – Good Friday – Close at noon
- 18 – State of the County Address - WjgWam

May 2020

- 5 – Wear Orange for Supervised Visitation Awareness
- 6 – JFS All Staff Meeting
- 14 – EO/DH Roundtable
- 19 – Speed Mentoring
- 25 – Memorial Day – Offices Closed

June 2020

- 3 – Wear Purple for Elder Abuse Prev.
- 27&28 – Tour of Homes (Real Estate - 108 N. High St)

July 2020

- 3 – Independence Day Observed – Offices Closed
- 24 – Art Walk (Admin Courthouse)
- 28 – Employee Recognition Breakfast & Meetings at the Records Center

August 2020

- 6 – EO/DH Roundtable
- 5 – Wear Green for CSEA Awareness
- 17-21 - Wellness Events
- 18 – Time with the Commission (Sheriff’s Office)
- 25 – Time with the Commission in W. Main Town

September 2020

- 7 – Labor Day – Offices Closed
- 8 – National Preparedness Month Event
- 10 – United Way Day
- 24 – Leadership Conference

October 2020

- 17 – Time with individual Commissioners at the Fairfield County Fair (morning and evening)
- 16 – Fair Day – Offices Closed
- 22 – Budget Hearings
- 24 – Township Trustees Assoc. Mtg
- 29 – Budget Hearings

November 2020

- 11 – Veterans Day Observed – Closed
- 12 – EO/DH Roundtable
- 17 – Speed Mentoring
- 26 & 27 – Thanksgiving – Offices Closed

December 2020

- 13 – JFS All Staff Meeting
- 11 – 33 Alliance Annual Meeting
- 8 – Holiday Open House
- 24 – Christmas Eve Holiday – Close at Noon
- 25 – Christmas Day Holiday – Closed

- County Training Dates will be added as they are scheduled.
- Voting, regular Board of Commissioner meetings are held Tuesdays at 10 am.
- Review sessions are held at 9 am prior to the voting, regular meetings.

Time with the Commission and Events for Employees and/or Board Members

Time with the Commission for the Community



BOARD OF COMMISSIONERS

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

County Administrator  
Carri L. Brown

Clerk  
Rachel A. Elsea

Leadership Conference – March 5  
Leadership and Public Records Training

When: March 5, 2020, 8:30 a.m. – 12:15 p.m.  
Location: County Commission Hearing Room, 210 East Main Street

Purpose Statement:

The purpose of the Leadership Conference is for county leaders to further the mission of Fairfield County and improve the organizational knowledge base. This session provides leadership training, public records training, opportunity for updates, and a question & answer period for elected officials and department heads.

AGENDA

8:30 am	Welcome & Announcements	Commissioners & Carri Brown
8:45 am	Leadership Training – Coffee Bean Metaphor	Tony Vogel and Todd McCullough
9:45 am	Break	
10:00 am	Public Records Policy Training	Carri Brown, Rachel Elsea, & Prosecutor Representatives
11:00 am	Break	
11:10 am	Updates	All Participants
12:10 pm	Reflections & Closing Remarks	Carri Brown & All Participants

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# Fairfield County

## *Serve. Connect. Protect.*

### *2019 - Year in Review*

#### Fairfield County Mission

*The mission of the local government is to improve the quality of life while supporting businesses, protecting citizens, and planning for the future.* The mission of the Fairfield County executive leadership team is to provide professional recommendations for vision and policy. We work to ensure high quality services at exceptional value to taxpayers. We foster economic and financial sustainability, and we enhance the county's reputation as a high-performing, learning, and caring organization.

#### 2019 Highlights

With collaboration of Regional Planning and multiple stakeholders, **the Land Use Plan was updated.** We also established the **Complete Count Committee to ensure an accurate census count in 2020.**

**Fairfield County earned three National Association of Counties Achievement Awards for:**

- Engaging Employees and Increasing Productivity with Strategic Planning
- The Turnaround Plan for Dog Adoption and Shelter Services
- Connecting Economic and Workforce Development

**The Facilities Management Department continued to meet goals in support of the entire county:**

- The new **Records Center** in Lancaster opened in May. The 15,000 SF building, the former site of the Eagle Gazette, is now the home of a centralized records storage facility and multiple county offices.
- Construction progressed on the **Emergency and Facilities Management Complex** which opened at the end of 2019.
- The new **Main Street parking lot**, at the site of the old jail, was completed.
- The building at **108 N. High Street** in Lancaster, the former location of the Detective Bureau, is being converted to offices for Real Estate Assessment.
- **Asphalt paving and striping** was completed at the Dog Adoption Center and Shelter.
- The **Auditor's office was updated** with new carpeting, painting, and LED lighting.
- **LED lighting** was added in multiple areas, too.
- Liberty Center was renovated to **add storage space for new voting equipment.**
- In addition, nine buildings are operating more efficiently now than in the past. With the ongoing conservation program, we are on track to save about \$3 Million over time.

**Fairfield County has increased revenues:**

- We have received more than \$1M of Targeting Community Alternatives to Prison (T-CAP) grant funds. The funds were used for mental health & substance abuse treatment, evidence-based training for inmates, and adult probation services.
- Fairfield County completed the West Buckeye Lake Drainage Improvement project. We were awarded \$495,222 for that project to improve area drainage conditions – and we completed the project under budget in 2019.
- Fairfield County was awarded \$60,000 from the Ohio Cultural Facilities Commission for parking lot improvements at the Decorative Arts Center, and the improvements were completed in 2019.
- Fairfield County was awarded a \$498,578 Comprehensive Addiction Recovery Act grant to enhance Project FORT, the Fairfield County Overdose Response Team.

**Fairfield County has decreased expenses** by rightsizing the Multi-County Juvenile Detention Center contribution and negotiating new contracts for electronic monitoring services. (Together, this is savings of **\$3.6 M in 5 years.**)

**New construction increased more than 33% in 2019. The total assessed valuation of the county is \$3.68 B.**

**Customer service continues to be a core value**, with departments conducting surveys and evaluations to ensure exceptional service delivery for the public.



## Fairfield County *Serve. Connect. Protect.* *2019 - Year in Review*

### *Serve*

#### **The Economic and Workforce Development Department supported county businesses:**

- **Magna International** –Fairfield County provided a Workforce Training Grant and assisted with initial hiring processes for the company.
- **Delta H** –We provided a Workforce Training Grant to this Carroll company that makes furnaces to treat airplane parts at airbases throughout the world.
- **Career Readiness** – We completed the 2018-2019 school year with 49 students receiving a Career Readiness Endorsement. We held a Career Expo with 54 businesses and 118 students attending. Seven school districts provided funding that was matched by the Fairfield 33 Alliance to hire two Career Navigators. These individuals act as counselors for local seniors looking to go directly into the workforce after school.
- **Engineering Technology Camp** – We completed the third and largest Engineering Technology Camp yet. It was highlighted by a visit from Senator Sherrod Brown. Overall, 40 students participated in the camp.
- **Workforce Center** – We are partnering with multiple stakeholders to open the Workforce Center at 4465 Coonpath Rd. The 72,000 SF building will house programming by OU and Hocking College.
- **Airport 50<sup>th</sup> Anniversary** – We coordinated the celebration of the Fairfield County Airport's 50<sup>th</sup> Anniversary Celebration. The Celebration attracted 5,000 people and all vendors and participants provided great feedback.

We reduced the maintenance bond timeframe to collaborate with businesses while improving internal processes.

Fairfield County Utilities now fully operates all Greenfield Water and Sewer Utilities. Utilities customers increased 5%, totaling about 7,000 customers. In addition, the county has secured land in Violet Township to plan for future wellfield expansion.

#### **The Emergency Management Agency hosted various events throughout the county:**

- 7 “Stop the Bleed” events resulted in training for 179 people for schools, churches, and other agencies
- Volunteer trainings for Community Emergency Response Team members
- 4 exercises for schools and local governments
- Emergency planning trainings for Townships, Villages, and Cities
- Community outreach events at many locations in Fairfield County

The Fairfield County Dog Adoption Center & Shelter partnered with Pets for Patriots. 9 dogs were adopted by veterans and active duty military members with this program. The Shelter also served the community by hosting an **Animal Cruelty Investigation Workshop**. More than 24,140 dog licenses were issued.

Leaders from the Fairfield County Commission Departments assisted many boards to improve services for area residents.

#### **The JFS Child Support Enforcement Agency:**

- Collected \$21 Million in child support.
- Led driver license amnesty programs, with more than 100 individuals receiving license suspension amnesty.
- Implemented new child support guidelines based on new legislation.

JFS continued to improve document management systems & financial reporting and budgeting processes.

#### **JFS Community Services expanded assistance to families through Prevention, Retention, and Contingency programs:**

- 320 families received financial assistance for housing
- 616 children received school clothes
- 42 families received transportation assistance
- 662 families were provided utility assistance



# Fairfield County

## *Serve. Connect. Protect.*

### *2019 - Year in Review*

#### *Connect*

**Human Resources continued to improve the employee health benefit plan while controlling costs.**

**A fitness facility was opened at the Records Center** for Fairfield County employees and their dependents.

The **Fairfield County Dog Adoption Center & Shelter** shared their message with the county residents by participating in 13 public events throughout Fairfield County and being featured on NBC4 Television 5 times.

The Shelter worked with many **partners** including 4-H groups, Standing Stone Bank, United Way, Boy Scouts, and Girl Scouts.

We partnered with the state to build a **new radio tower** in Walnut Township.

The **“Live the Code” statement of values was adopted**, following development by a JFS Community Services workgroup.

More than 90,000 interviews for assistance programs were performed with a **virtual call center involving 10 counties**.

**JFS Workforce Development hosted a job fair** attended by 87 employers and 291 job seekers.

**EMA** connected county organizations and agencies by working with:

- All Fire Departments and the Sheriff’s Office to establish MARCs radio distribution and integration.
- County industries performing inspections of their facilities for hazardous material safety.
- Stakeholders to establish an updated Hazardous Material Analysis plan.
- Partners to coordinate security and transportation at major events, such as concerts and festivals.

We developed a **mini-grant program so the Land Bank** can be of support to local groups and increase awareness of its mission.

Fairfield County contracted on behalf of the **Hunters Run Conservancy District** and provided technical assistance to help the District manage responsibilities and develop new funding strategies.

We developed a **mini-grant program so the Land Bank** can be of support to local groups and increase awareness of its mission.

#### **By the Numbers**

Regular Meetings – 54	Administrative Approvals - 311
Roundtables and Leadership Conferences – 5	Budget Hearings - 25
Press Releases - 28	Resolutions - 1137
New Twitter Followers -50	HR Trainings – 5
Tweets – 176	Twitter Profile Views – 1537
Questions received from the website – 104	All funds budget: \$186 M +

Total number of employees – 962  
Total number of employees paid from the general fund – 359

#### **Public Records Requests**

Received - 16  
Average, Median and Mode Response Time – 1 day



## Fairfield County *Serve. Connect. Protect.* *2019 - Year in Review*

### *Protect*

**Deputy Dog Wardens** have responded to 1,213 service calls from the public and completed 233 dog bite investigations. Also, the entire shelter staff became “Fear Free Certified”, learning how to protect the animals from fear, anxiety, stress, and frustration commonly found in dog shelters.

**EMA continued to protect the residents** of Fairfield County by:

- Providing services during two Federally Declared Disasters, one having significant flooding impact to Fairfield County.
- Maintaining 46 outdoors sirens throughout the county, installing one new siren in the Village of Amanda.
- Completing a grant application for the Fairfield Beach Tornado Shelter Project.
- Managing the US Army, National Guard, and Licking County joint exercise; Vigilant Guard was the biggest exercise in Ohio’s history. We were the primary Hazardous Materials Team supported by 6 other States and other stakeholders.
- Assisting Hocking County after tornados in Ohio.

**JFS Protective Services addressed 8,000+ referrals.**

**On average, there are 142 children in custody and 31 in residential treatment.**

**With reports of elder abuse, about 85% of the perpetrators are family members.**

The Visitation Center continued to provide supervised exchanges and visitation for families to ensure safety for children.

JFS Child and Adult Protective Services continued programs to improve. The agency:

- Established **Quality Improvement Center for Collaborative Community Court Teams** with Fairfield County Juvenile & Probate Court to assess the capacity to address health and substance use disorder treatment needs of infants, young children, and their parents or caregivers, creating community-based solutions.
- Implemented a program called **Ohio START**. Funded by the Ohio Attorney General, Ohio START (Sobriety, Treatment, & Reducing Trauma) pairs caseworkers with peer mentors in recovery with a goal of stabilizing families harmed by parental drug use so that children and parents can recover and move forward with abuse-free and addiction-free lives.
- Led the **EPIC (Enhancing Permanency in Children & Families)** program to provide interventions that focus on Family Treatment Drug Court, Medication Assisted Treatment, and support for kinship caregivers.
- Continued a pilot program, funded by the Ohio Attorney General’s Office via the Victims of Crime Act, to **locate relative and non-relative kin for children within the first 30 days** they enter the foster care system. The goals are keeping siblings together, maintaining school of origin, and preserving important relationships with supportive adults.
- Continued a pilot program, with funding from the Ohio Department of Job & Family Services and the Casey Family Fund, for primary parents who have been successful in working with their Children Services agency **to lead support groups for other parents** who are currently involved with the child protection system. Parents can share what has worked for them, share where to find resources, and encourage each other.

### *We will continue to...*

- Enhance the quality of life through customer service
  - Improve business operations
  - Protect citizens
- Prepare for the future by creating value and improving technology

# *Stronger Fairfield County*

## Stronger Community



County Commissioners – Go to [www.co.fairfield.oh.us](http://www.co.fairfield.oh.us) to learn more!



**We deliver “people-centered” services, maximize government efficiency, and ensure responsible STEWARDSHIP of taxpayer dollars.**

**We CONNECT all residents, including our most vulnerable citizens, to services that help forge pathways to self-sufficiency.**

**155,782**  
Population



**843** Employees

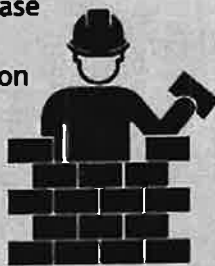


**\$267** Million capital assets

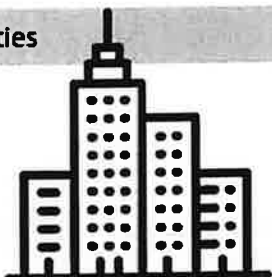


**13** Villages

**33%** Increase in new construction



**2** Cities



**Low unemployment, below state average**

**13** Townships



**Aa2** Bond rating

**Lowest** sales tax rate in the region



**Low** poverty rate, below state average

**\$180+** Million all funds budget

**\$49.9** Million general fund budget



**450+** Veteran clients served financially



**1,300+** Veteran clients served with transportation

**142** Children in protective custody

**8,000+** Child protective services referrals

**1,350** People with developmental disabilities supported by the Board of DD

**76,000+** People participated in the social enterprise of Art & Clay/Square 7

**30,000** Transportation trips for medical appointments and work activities

**Led a 10-county** virtual call center

**182** Multi-system youth clients protected



**1,000+** Supervised visits or exchanges

**9,000+** Child support cases

**600+** Children supported with school clothes and supplies

**Led an 11-county** collaboration for parenting time

**Partnered** with the Ohio Attorney General for a program to locate relatives and non-relative kin for children within the first 30 days of entering the foster care system

**Initiated** a new peer counselor program at Protective Services

**31,000+** Medicaid cases





**We INVEST in infrastructure and develop the economy to IMPROVE the quality of life.**

Long-term land use plan implemented

**857,963+** Feet of water lines

**826,633+** Feet of sewer lines

**\$3M+** Loans issued

**85+** Revolving loan projects

**180,000+** Vehicle and boat titles issued



**361** Miles of roads

**6,500+** County utility customers

County Airport – **2 hours** flight time of **60%** of the U.S. population

Tourism drives jobs by sustaining **8.5%** of private employment

**\$3.68 B+** Total countywide assessed valuation



**300** Students attended a career readiness event



**8** Historical covered bridges

**342** Bridges



**2,200** County culverts

Visitors to Fairfield County generate **\$460 M+** business sales

**2,150+** No. of employees of largest employer, FMC



**By securing partnerships with the public, private, and non-profit sectors, we REMOVE barriers, PROTECT our citizens, and IMPROVE services.**

**11,000+** Residents participating in OSU Ext. Nutrition Education programs

**1,300+** Students enrolled in 4-H



**\$1.3M** CDBG grants

**\$200,000** Critical infrastructure grant



**\$500,000** Neighborhood revitalization grant

**\$1 Million** Targeting Community Alternatives to Prison grant

**2,000** Hours of master gardener volunteer



West Buckeye Lake drainage Improvement project grant completed

**4.1** Mile scenic shoreline for the public – Buckeye Lake Region



Completed new parking lot for the Decorative Arts Center



**70+** Community Watch volunteers giving **5,821** hours of service



**\$498,000** Comprehensive Addiction Recovery Act grant

Provided new warning sirens through Emergency Management


Supported implementation of Multiple Agency Radio Communication System (MARCS) and creation of a new radio tower




We work hard to provide  
**EXCEPTIONAL public services.**

**We Serve. Connect. Protect.**


2,370+ Sheriff citations




5,300+ Prisoners booked




389+ Cases investigated by the Coroner




780+ Criminal cases




5,260+ Deeds recorded




\$21 M Collected in child support




103,720+ Registered voters



Implemented new voting equipment in 2019




770+ Civil cases



24,140+ Dog licenses issued



Created a complete count committee for the U.S. Census



**AWARDS**




**Fairfield County Earned Three National Association of Counties Achievement Awards:**

- Engaging employees and increasing productivity with strategic planning
- The turnaround plan for dog adoption and shelter services
- Connecting economic and workforce development


**MAJOR PROJECTS**

- The new Records Center** opened in May. The 15,000 square foot building is now the home of a centralized records storage facility and multiple county offices. It also houses human resources offices and a conference room for training.
- The new Main Street Parking Lot**, at the site of the old jail, has been under construction since September and will be completed by year end. The parking lot is across from the Administrative Courthouse and Hall of Justice.
- Construction progressed on the existing building at Baldwin Drive, and the Emergency and Facilities Management Complex** will open at the end of 2019. The complex will house the Fairfield County Emergency Management Agency Offices, Facilities Offices, and County Coroner's Offices.


**WHAT'S HAPPENING**




The building at 108 North High Street in Lancaster, the former location of the Detective Bureau, is being converted to offices for real estate and GIS.




Asphalt paving and striping was completed at the Dog Adoption Center and Shelter.




The Auditor's Office was updated with new carpeting, painting, and LED lighting.




LED lighting was added in multiple areas.




The Liberty Center was renovated to add storage space for new voting equipment.




Nine buildings are operating more efficiently now than in the past. With the ongoing conservation program, we are on track to save about \$3 million over 20 years.



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Seven school districts provided funding that was matched by the Fairfield 33 Alliance to hire two new career navigators. These individuals act as counselors for local seniors who are looking to go directly into the workforce after school.



We are partnering with multiple stakeholders to open the Workforce Center at 4465 Coonpath Road. The 72,000 square foot building will house programming by OU and Hocking College to help local businesses train its workforce and to increase skill sets of our general labor pool.



## P R E S S   R E L E A S E

### B O A R D   O F   C O M M I S S I O N E R S

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

**FOR IMMEDIATE RELEASE**  
**Friday, December 13, 2019**

**County Administrator**  
Carri L. Brown

#### **County Completed Renovations for Emergency and Facilities Management Complex**

**Clerk**  
Rachel A. Elsea

**Lancaster, Ohio** - The Fairfield County Commissioners are pleased to announce major completion of the renovation of the Emergency and Facilities Management Complex located at 240 Baldwin Drive in Lancaster, Ohio. The complex will house the Fairfield County Emergency Management Agency Offices, Facilities Offices, and County Coroner's Office.

"The Baldwin Emergency and Facilities Center will include a state-of-the-art Emergency Operations Center and training space. With the existing garage facility all Emergency Management resources are at one location for the first time. The outdoor space available at the center allows for large vehicle training such as needed for our Hazardous Materials Team. We look forward to this amazing space provided by the County Commissioners and their support to serve, connect and protect the citizens of Fairfield County," stated Jon Kochis, EMA Director.

Dr. Brian Varney, Fairfield County Coroner is also excited for his office to move into the space, "Our office is anticipating the move to the Baldwin property and extends a thank you to the Commissioners for including our office in this newly refurbished space."

The Baldwin property was purchased in 2016 and will provide roughly 10,750 square feet of office space for the EMA and Coroner. There are additional spaces for facilities management. The total cost of the project, including the purchase of the building, the construction of the EMA garage, and renovations, was approximately \$3.1 Million. The cost to build such a facility would exceed \$10.75 Million.

Construction of the main area was completed by Walsh Construction Group in Dublin, Ohio, and the project design by VPL Architects, Inc., Lancaster, Ohio.

The Emergency Management Agency and Coroner's Offices are expected to move in by the end of the year.

The Facilities department has been utilizing the space since 2018.

Tours of the Emergency and Facilities Management Complex will be conducted on February 6, 2020.

For more information please contact Carri Brown, County Administrator, at [carri.brown@fairfieldcountyohio.gov](mailto:carri.brown@fairfieldcountyohio.gov) at (740) 652-7096.

S E R V E   •   C O N N E C T   •   P R O T E C T

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Fairfield County Commissioners' Office • 210 East Main Street • Room 301 • Lancaster, Ohio 43130  
P: 740-652-7090 • 614-322-5260 • F: 740-687-6048 • [www.fairfieldcountyohio.gov](http://www.fairfieldcountyohio.gov)



P R E S S   R E L E A S E  
B O A R D   O F   C O M M I S S I O N E R S

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

Emergency and Facilities Management Complex

County Administrator  
Carri L. Brown

By the Numbers

Purchase of the building (2016)	\$ 490,000
Design, Technical, and Other Services	\$ 170,000
Construction of the Garage Area (2018)	\$ 715,000
Construction and Renovations of the Main Areas (2019)	\$ 1,570,000
Furniture, Fixtures, and Equipment (estimated)	\$ 155,000
Total Cost to Restore	\$ 3.1 M
Estimated Cost for a Comparable New Building	\$ 10.75 M

Clerk  
Rachel A. Elsea

###

S E R V E   •   C O N N E C T   •   P R O T E C T

**Baldwin Renovation Photos**





### Baldwin Renovation Photos





## A MESSAGE FROM THE COMMISSIONERS' OFFICE

### Welcome! A note from Commissioner Davis

Welcome to Fairfield County's January 2020 newsletter. As I enter my 10th year as a County Commissioner, I look forward to continuing to champion the County's many initiatives and programs. It is a pleasure to work with all county elected officials and agencies to make Fairfield County a wonderful place to work and live.



### Commissioner Davis Elected President

Commissioner Steve Davis was elected Fairfield County Commission President at the 2020 Reorganizational Meeting on Monday, January 13<sup>th</sup>. Commissioner Dave Levacy was elected Vice President. Commission meetings will be held every Tuesday at 9:00 a.m. in the Commissioners' Hearing Room at the Administrative Courthouse, 210 East Main Street in Lancaster.

### Commissioner Fix Selected to Serve on the CCAO Board of Directors

Commissioner Jeff Fix was recently selected to serve on the County Commissioners Association of Ohio (CCAO) 2020 Board of Directors. Commissioner Fix is excited and honored to serve on the board as it will strengthen Fairfield County's relationship with CCAO for the benefit of its citizens. CCAO advances effective county government for Ohio through legislative advocacy, education, training, technical assistance, research, and greater citizen awareness and understanding of county government.



### Fairfield County Hosts Speed Mentoring

On January 13, 2020, the Fairfield County Commissioners held their first speed mentoring session for county employees. The speed mentoring program is designed to efficiently connect Fairfield County leaders with employees interested in exploring other county careers or growing in their current positions. The event had 14 mentors and 26

universities. Speed mentoring is a riff on speed dating. It allows employees opportunity to meet multiple mentors in a short time. In just a few minutes, employees have a chance to obtain advice or conversation with an experienced leader outside their immediate circle of mentors. Additional sessions will be held to support employees in their career development.

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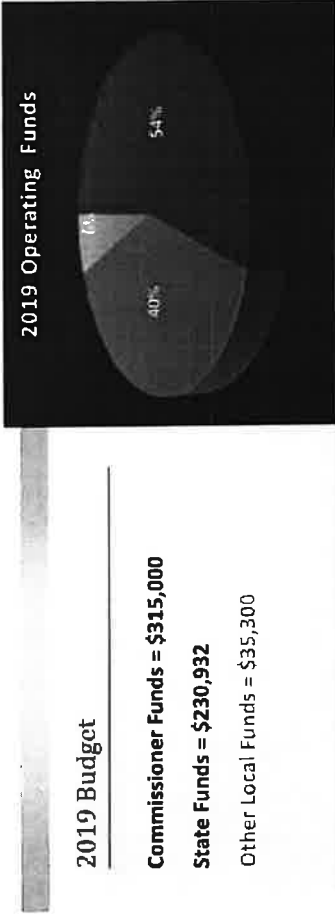
### **County Completed Renovations for Emergency and Facilities Management Complex**

The Fairfield County Commissioners are pleased to announce completion of the renovation of the Emergency and Facilities Management Complex located at 240 Baldwin Drive in Lancaster, Ohio. The complex will house the Fairfield County Emergency Management Agency Offices, Facilities Offices, and County Coroner's Office. Tours of the facility will be offered at noon on Thursday, February 6<sup>th</sup>.









\$ Into Fairfield County Economy Through Programs  
(does not go to FSWCD)

Conservation Reserve Program	\$524,903
Environmental Quality Incentives Program	\$66,892
Conservation Security Program	\$145,063
Farmland Preservation	\$372,263
Electric Power Research Institute	\$14,500

\$1,123,621

Goals

1. Facilitate responsible urban and rural development, land use and local infrastructure, including energy resources, to best care for valuable water and land resources using modern technology and skilled staff
2. Leverage state, federal and grant dollars within our local economy to better care for our valuable manmade and natural resources while collaborating with a broad array of government and non-government organizations to address community-specific challenges
3. Serve as a resource to enhance the profitability and environmental stewardship of farms, the top land use and economic driver in Fairfield County
4. Educate area youth and community leaders about the vital importance of properly caring for the often-overlooked value of our community's soil, water, wildlife, and other natural resources

2019 Summary

Accomplishments

- Three more farms were accepted into the 2019 funding round of the LAEPP program
- Installed 26 conservation engineering projects on farm land
- Assisted with various Buckeye Lake issues including: development of 9-element plan with BL Watershed Coordinator
- Conducted 2 National Drug Take Backs Events with the Fairfield County Sheriff's Department collecting 134.6 lbs of drugs
- 900.5 hours to assist Hunter's Run Conservancy District
- Combined with Fairfield County Employment Policy and adopted County Compensation Plan. Also began using ExecuTime time clock.
- Instrumental in two-year community effort to name 3 streams. Official names adopted: Pickering Creek, Mingwe Run, and Fox Run all in Walnut Creek watershed.
- Received special recognition from the commissioners for an Electronic Idea Box submission.

SWCD Staff

Carrie Brown- Engineering Technician  
Nikki Drake - District Manager/  
Engineering Technician

Jonathan Ferbrache - Resource Specialist  
Christina Holt - Fiscal Coordinator  
Chad Lucht - Sr. Urban Specialist  
Tommy Springer - Wildlife Specialist/  
Education Specialist

Board of Supervisors

Mark Boving - Chair  
Matt Reese - Vice-Chair  
Wendy LaRue - Secretary  
Linda Claypool - Treasurer-Fiscal Agent  
Tim White - Member

## Education Highlights

- Clear Creek Day with 115 Amanda-Clearcreek 6th graders
- Smek Farm Days with 120 Liberty Union 4th graders
- The AGMazing Agri-center at the Fairfield County Fair
- Pheasants Forever Youth Event (690 youth attendees)
- Educated 1179 Pickerington 7th graders about Storm Water Pollution
- Earth Camp at Fairfield Union Land Lab with Litter and Recycling (50 kids)
- Hosted District 7 Soil Judging Contest with 16 schools ~125 students competing at Dave Brandt's farm
- Served as judges for several local and district science fairs and 4-H summer projects.
- Earth Day
- Fairfield Union Land Lab Day
- Presented at 2 Natural Resource Conservation Service (NRCS) Orientation for New Employees (ONE) tours for 44 employees from all over the US.
- Gave college scholarship to Noah Smith from Amanda-Clearcreek High School.
- Served as an Ohio Pollinator Habitat Initiative (OPHI) milkweed pod collection site.
- Commissioners Lunch & Learn about FSWCD and displayed the sandbox (11 co. employees attended)
- Solar Workshop with Farm Bureau (12 landowners & township officials attended)
- Blanchard River Demo Farms Tour with Farm Bureau (5 farmers in attendance)
- Equine Grazing School & tour at Kemmerer farm (20 attended)
- Spring Grazing Tour at Koehler farm (11 attended)
- Hosted Meet & Greet Ohio Dept. of Agriculture Asst. Director Tim Derickson (20 attended)

## Urban Highlights

We continue to assist Fairfield County, Liberty Township, Violet Township and the City of Pickerington with compliance for Ohio EPA's Municipal Separate Storm Sewer System (MS4) permit. The Village of Lithopolis was added this year. We chair the storm water advisory and education subcommittee under the Fairfield County Regional Planning Commission.

Our office coordinated inspection on landowner cleaning of 17 post-construction water quality units in Pickerington. We also reviewed plans for 11 proposed developments. There were 84 new home sites inspected for compliance with drainage erosion and sediment control regulations for Violet Twp. We inspected 149 outfalls for illicit discharges.

## Conservation Agriculture in Review

There were 26 projects constructed in 2019 with an additional 4 tile as-built only surveys. Tile plans accounted for 9 of those projects. The remaining were waterways and a water & sediment control basin.

Staff designed 69 projects.

There were 27 CRP waterways inspected for re-enrollment for another 10 years.

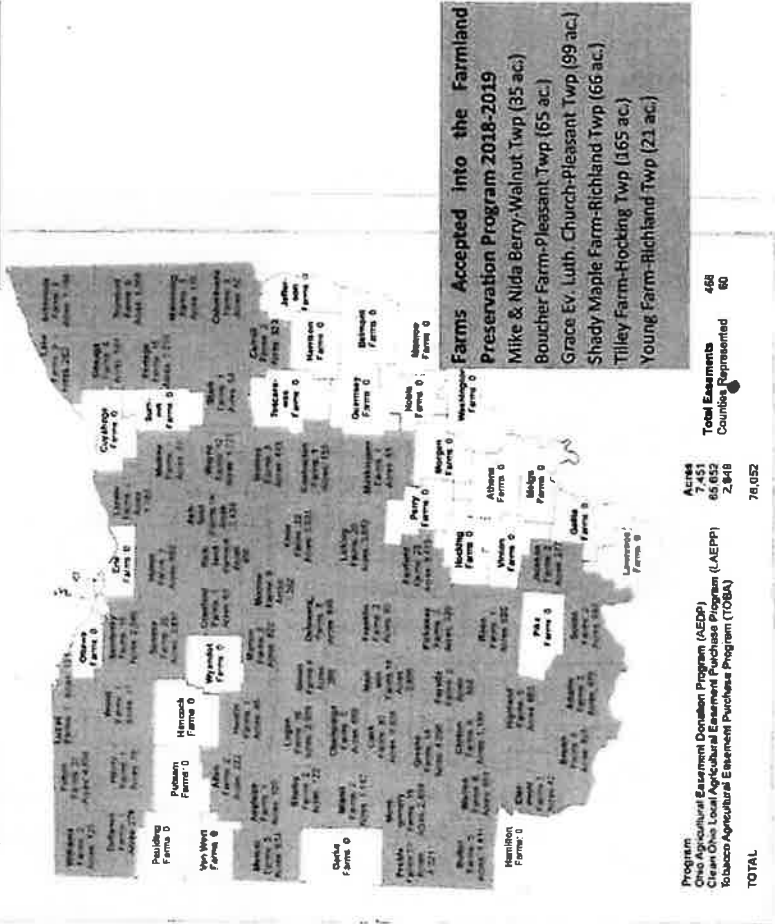
A former NRCS State Engineer has complimented our engineering staff as most districts don't have the level of competency as we do in this arena.

## Farmland Preservation



Agricultural Easements  
Farmland Preservation Office

Updated June 2019



CFAES

OHIO STATE UNIVERSITY EXTENSION

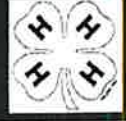
# THE EXTENSION CONNECTION

## Highlights from OSU Extension in Fairfield County

January, 2020



## 2019 4-H Year in Review



The Fairfield County 4-H program wrapped up another successful year with members completing over 1900 projects during Summer Judging and the Fairfield County Fair. Many local business and community members supported the 4-H program and its members through the Livestock Sale where market animals were sold.

The Cloverbud program offered many fun activities to involve younger members at the fair, including Junior Fair Buddies, Show-N-Tell and Stuffed Animal Show. Cloverbud graduation was also celebrated for members who will be moving to traditional 4-H next year.

The Junior Fair Panorama held on the first night of the fair honored FFA members who achieved State or American degrees and State Proficiency Awards and



recipients of the 4-H Clock trophy award. The new Fairfield County Junior Fair Queen and Court were also selected: Lauren Young, Queen; Sydney Sharp, 1st Attendant; Tatum Campbell, 2nd Attendant.

This year at the fair, the Thank You Note Station was introduced as a way to assist 4-H members in the completion of thank you notes for their awards and buyers. 4-H members were able to use provided cards and postage as well as receive assistance with writing their cards if needed. Forty-five 4-H members visited the station during the fair and wrote 116 thank you notes to sponsors and buyers who support the 4-H program. The 4-H Endowment Committee sponsored the postage for this project which was made available through the end of October. An additional 167 notes were sent after the fair using this sponsored postage.



# 4-H Happenings and News

## Advisor Appreciation

On November 19th, the Junior Leaders honored the 4-H Advisors by hosting the 2019 Advisor's Banquet in the Ed Sands Building at the Fairfield County Fairgrounds. Sixty-five advisors were recognized for their years of service including honoring those volunteers with 35 years or more with a special gift. The entertainment for the evening included talent acts by 4-H members and included singing, piano solos and an Irish dance routine.



## Member Highlights

Allie Poston, Amanda Work & Win 4-H Club and Amanda Clearcreek FFA member, competed with the Ohio Livestock Judging team at the 2019 National 4-H Livestock Competition in Louisville, KY. The team finished 18th out of 30 states represented at the contest.



Derek Burns, Wild About Animals 4-H Club and Liberty Union FFA member, competed with the Ohio 4-H Dairy Judging team in October. He placed 7th individually and 2nd with his team, which qualified the team to travel to Scotland in June, 2020.



Sydney Sharp, AC Extreme 4-Hers 4-H Club and Amanda Clearcreek FFA member, took part in the Cultural Immersion Project in Puerto Rico. She was also selected as the Vice President of the Ohio State Fair Junior Fair Board for the upcoming year.



On July 27<sup>th</sup>, the 4-H Advisory Committee hosted the Annual Vendor Sale at the Fairfield County Fairgrounds. The Advisory Committee provides to support to the 4-H program

by sponsoring trips for 4-H members and helping with conference and camp expenses.

On November 23<sup>rd</sup>, the 4-H program was promoted at the annual Lancaster Holiday Parade by 12 Jr. Leaders members and families as well as their alpacas.



Also in the parade... some of our Fair Royalty:



**Real Money. Real World.**  
Financial Literacy For Youth

## 2019 Impact

- ♦ Presented in 6 schools
- ♦ Reached 595 students
- ♦ Presented by 76 community volunteers

Quotes from students about what they learned that surprised them...

"Being an adult is harder than it seems and it is important to save money for the long run."

"Child care is expensive"

"How fast and easy it is to go into debt"

"how much bills and taxes actually cost"

"Money goes away fast."



# Ag & Natural Resources



OSU EXTENSION – FAIRFIELD COUNTY

## Local Foods Farm Tour Series 2019

On-farm educational programs highlighting local producers in Fairfield County

The Local Foods Farm Tour concluded on August 27th, at Paige's Produce in Amanda, Ohio. Brian and Kelly Helser shared knowledge from their local farm where they plant, harvest, wash and pack quality produce.

The 2019 Local Foods Farm Tour was attended by 104 participants with 84 completing a follow up survey regarding their experience. Ninety-five percent plan to attend future tours and 90% agreed that these programs increased their knowledge of local foods. All participants surveyed would recommend these tours to others.



## Ohio Watershed Leaders Conference

The 2019 OWLS Conference, organized by Jerry Iles, Ag and Natural Resources Extension Educator, was held at Lake Hope State Park September 5-6, 2019. Sixty watershed leaders from around the state gathered to gain knowledge relevant to their fields as well as tour the Raccoon Creek or Sunday Creek watershed sites.



## ARC-PLC Decision Meetings

OSU Extension hosted two informational meetings regarding the ARC/PLC program for nearly 100 area farmers. The program is part of the 2018 Farm Bill and is managed by local Farm Service Agency offices. Aaron Stockberger, County Executive Director, Farm Service Agency, Mary Griffith, Ag and Natural Resources Extension Educator, Madison County, and Stan Smith, Ag and Natural Resources Program Assistant provided guidance regarding enrollment in the program and the potential financial factors each producer needs to consider.



## Did you know we have a YouTube Channel?

Yes, OSU Extension in Fairfield County has had a YouTube channel since 2012. During that time, 65 videos have been posted and viewed for a total of more than 13,200 times. Presently, the channel has 55 direct subscribers who receive notification each time a new video is posted.

Throughout 2019, we have spent a lot of time recording, editing and posting videos under the title of "Fairfield Focus." These videos have focused primarily on upcoming events, consumer concerns, or education. During 2019 alone, the 43 videos we have posted have been viewed for a total of 4200 times while also receiving more than 19,000 impressions.

Explore or subscribe to the Fairfield County OSU Extension YouTube channel by visiting <https://www.youtube.com/FairfieldCountyOH>

# Ag & Natural Resources

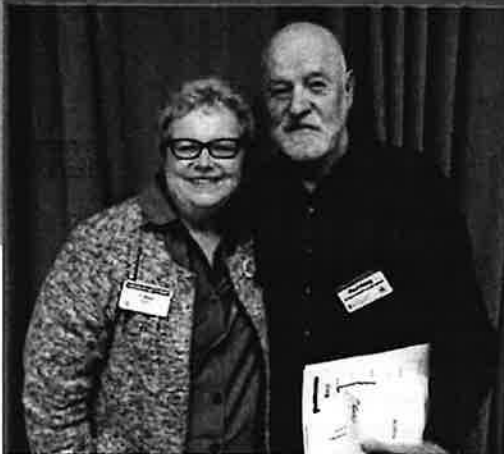
## Master Gardener Program



The Green Machine Gardeners and Master Gardener Volunteers were the recipients of one of the 2019 Coronet Awards presented by the

Fairfield County Heritage Association. Their garden project is located at 148 Union Street in Lancaster.

On December 12th, the Master Gardeners enjoyed a Holiday Luncheon and recognized new Master Gardener Trainees that completed their 50 volunteer hours to obtain the Master Gardener Volunteer status. Ten Master Gardener Volunteers were also recognized for continued service hours above and beyond the recommended 20 service hours and 10 continuing education hours each year.



Connie Smith, Master Gardener Coordinator for Fairfield County, received the Ohio State University Extension 2019 Master Gardener Staff Coordinator of the Year award

at the State Master Gardener Conference on November 8. Connie is pictured with Paul Hang, Master Gardener Volunteer Coordinator, Pickaway County, who received the Ohio State University Extension 2019 Master Gardener Volunteer Coordinator of the Year award. Since 2011, Connie and Paul jointly train Master Gardeners every other year reaching 90+ individuals in Fairfield, Pickaway and Hocking Counties.

## Fairfield County Master Gardener Volunteers 2019 Year in Review

2232 Volunteer hours given back to MGCV projects

659 Continuing Education hours

17,757 miles driven to assist with MGCV projects throughout the county



Attendees were able to learn how to make a salad in a jar from Sandy Bohl, Family and Consumer Science trained instructor.



Master Gardener Volunteers hosted a holiday program at Wagnall's in Lithopolis on December 4th where they educated 18 homeschoolers about elements used in creating a natural centerpiece with plant trimmings. Each child was also able to create a centerpiece to take with them.



# Family and Consumer Science

## LET’S PRESERVE

Sandy Bohl, through Family and Consumer Sciences with Ohio State University Extension Fairfield County, presented six preservation classes. Fifty-five participants learned the process of preserving food using different techniques including

canning (water bath and pressure), freezing and dehydrating. All participants indicated they would now use current OSU Extension and USDA canning and freezing recommendations. Eighty-eight percent of participants reported they will now acidify tomatoes with lemon juice

or citric acid. These classes were presented at Keller Market House and Wagnalls Library. A hands-on jam-making workshop was also presented to 6 participants at the Shalom UM Church. Participants were able to make their own jam to take home after the class.



The Live Healthy, Live Well free email challenge for the holidays focused on how to better enjoy your holiday by reducing stress and making mindful choices. Participants were given guidance regarding how to make healthy choices and keep “Your Elves in a Row.” The program reached 147 people in the community.



**A MATTER OF BALANCE**  
MANAGING CONCERNS ABOUT FALLS  
In conjunction with Meals on Wheels of Fairfield County, Shannon Carter, FCS Extension Educator conducted an eight-session series targeting community members age 60 and older focused on reducing the fear and risk of falling. Thirteen participants were able to learn how to improve their balance and set realistic goals for their lifestyle.

## MindfulWellness

Shannon Carter, FCS Extension Educator, led a four part class on Mindful Wellness which is designed to equip healthy adults with the skills to strengthen their mind and body connections and promote holistic health and wellness. Five participants were able to learn how to incorporate these skills into their everyday lives to improve their well-being and also reported improvement in attention regulation.

## SNAP-Ed

### 2019 Impact

Through a combination of adult and youth classes , 11,128 participants were reached by Snap-Ed programming. An additional 56,092 participants were reached through indirect programming such as community events, newsletters and health fairs. SNAP-Ed programming participants learn how to make their lives healthier by:

- ◇ Using MyPlate to make healthy food choices
- ◇ Drinking water instead of sugar-sweetened drinks
- ◇ Being physically active at least 30 minutes most days of the week
- ◇ Using Nutrition Facts labels to guide food choices
- ◇ Planning meals ahead of time

## Fairfield County Homemakers

The Fairfield County Homemakers group, facilitated through the Fairfield County Extension Office, created a heartwarming display, “A Country High Tea” in the Art Hall during the Fairfield County Fair which featured the personal collections of dolls and tea sets belonging to its members. The group wrapped up the year with a holiday luncheon where they gathered for fellowship and enjoyed the sounds of the holidays provided by the Fisher Catholic High School choir.





Fairfield County Extension Staff

Extension: We are here for YOU!

OSU Extension engages people to strengthen their lives and communities through research-based educational programming....

4-H Youth Development is a non-formal educational, youth development program offered to individuals age 5 and in kindergarten to age 19. It is a community of young people across America who are learning leadership, citizenship, and life skills as they work in partnership with caring adult volunteers to empower them to reach their full potential.

OSU Extension Community Development professionals work with communities and neighborhoods to educate and engage by applying cutting-edge, science-based knowledge and innovations to improve and enhance local businesses and communities.

Family and Consumer Sciences programs strive to create Better Lives, Stronger Communities by improving nutrition and food safety, enhancing health and wellness and managing family budgets and financial resources.

SNAP-Ed (Supplemental Nutrition Assistance Education Program) is a free nutrition education and obesity prevention program serving low-income adults and youth. It is funded by the Food Nutrition Service branch of the USDA. The focus audience is individuals and families eligible for SNAP.

Agriculture and Natural Resources programs provide Ohioans with resources and educational programs that focus on profitable and sustainable agriculture, a clean environment and proper stewardship of Ohio's natural resources.

Master Gardener Volunteer Program provides intensive training in horticulture to interested Ohio residents, who then volunteer their time assisting with educational programs and activities.



## THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,  
AND ENVIRONMENTAL SCIENCES

**OSU Extension Fairfield County**  
831 College Avenue, Suite D  
Lancaster, OH 43130  
Phone: 740-653-5419 Fax: 740-687-7010  
fairfield.osu.edu

CFAES provides research and related educational programs to clientele on a nondiscriminatory basis. For more information: <http://go.osu.edu/cfaesdiversity>. For an accessible format of this publication,



*We gratefully acknowledge the continued support of the  
Fairfield County Commissioners.*


**Board of County Commissioners**

Steven A. Davis

Jeffrey M. Fix

David L. Levacy

February 4, 2020

For Immediate Release

 Contact: Rick Szabrak, 740-652-7162 / [rick.szabrak@fairfieldcountyohio.gov](mailto:rick.szabrak@fairfieldcountyohio.gov)

The Fairfield 33 Development Alliance, in partnership with Fairfield County school's Business Advisory Council, is hosting its second annual Career Readiness Expo on April 1, 2020. The event will be held from 4 p.m. to 6 p.m. at the Fairfield County Workforce Center, 4465 Coonpath Rd NW, Carroll, OH 43112.

The event is free and open to all juniors and seniors in the county along with their parents. It will introduce local careers to these students, many of whom can start working immediately after high school. Last year there were more than 50 employers and 120 students that attended the Expo.

"There are a lot of students graduating high school that have a strong work ethic but don't know about the great careers that are out there," said Rick Szabrak, Fairfield County Economic and Workforce Development Director. "This Expo helped some of those students start careers last year. I'm hoping to see even a larger turnout of students, parents, and employers this year."

Moving it to the Fairfield Workforce Center will allow for more employers to be at the event. It will also give the County a chance to introduce businesses and students to the Workforce Center, which will open later this year with programming from Hocking College and Ohio University.

The Expo is part of the 33 Alliance's Career Readiness Endorsement program. This program identifies students that are ready to join the workforce right out of high school. There are almost 300 students in the program this year.

"This is a great opportunity for students and parents to see that there are different pathways after high school," said Szabrak. "Less than 30 percent of high school graduates receive a college degree within six years of receiving their high school diploma. And many are saddled with college debt. This Expo is a way to jumpstart a career for these students and many employers have tuition reimbursement programs that will help them further their education."

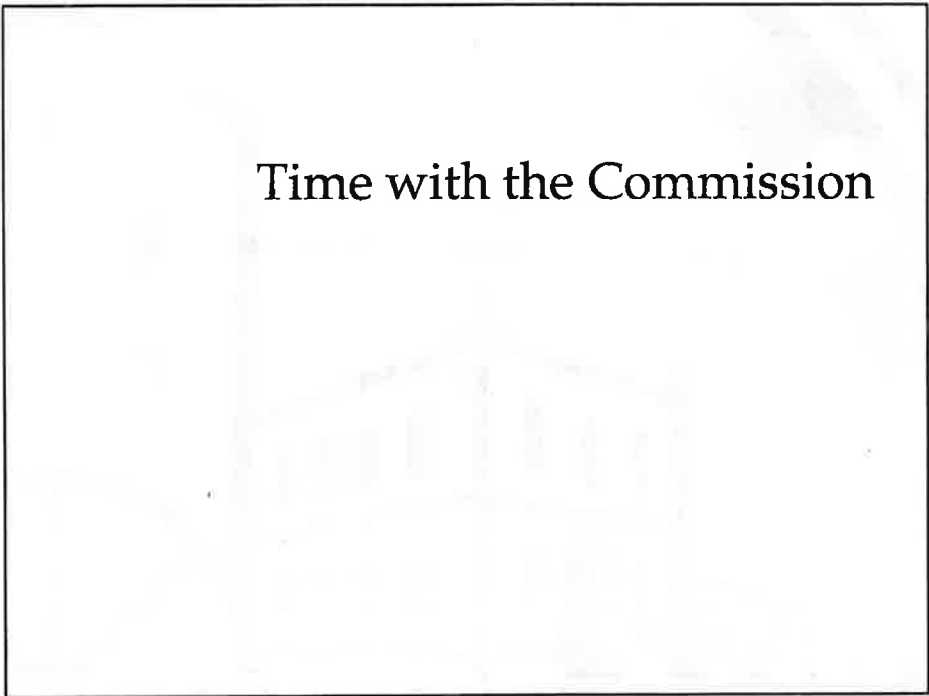
Students, parents, and local employers can sign up at [Fairfield33.com](http://Fairfield33.com). It is free for businesses to have a table. Email Rick Szabrak at [Rick.Szabrak@FairfieldCountyOhio.gov](mailto:Rick.Szabrak@FairfieldCountyOhio.gov).

[www.fairfield33.com](http://www.fairfield33.com)

 210 East Main Street • Suite 407 • Lancaster, Ohio 43130-3879 • USA  
 740.652.7160 • Fax 740.681.4780 • [rick.szabrak@fairfieldcountyohio.gov](mailto:rick.szabrak@fairfieldcountyohio.gov)



1



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2/3/2020

# Welcome

*Commissioners Davis, Levacy, & Fix*  
*Dr. Carri Brown*




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# Update from the Commission

*Commissioners & Dr. Brown*




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# Questions & Comments

*All Participants*




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# Major Crimes Update

9:30 a.m

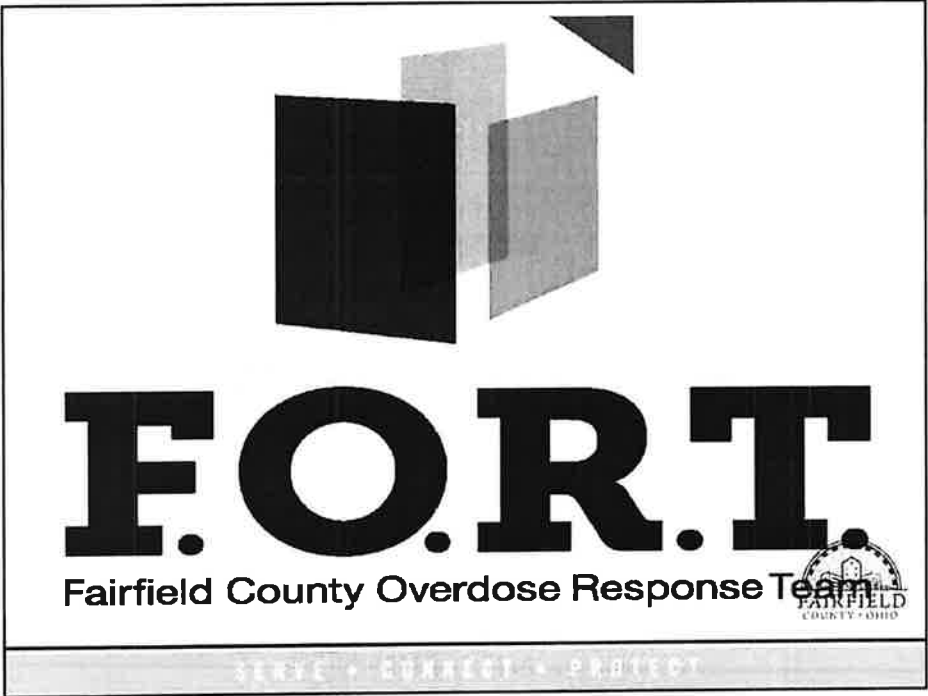


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2/3/2020




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- Project F.O.R.T. is a collaborative initiative between the Fairfield County Major Crimes Unit and Community Stakeholders to address overdose issues facing communities throughout Fairfield County.
- In 2019, we reported 142 overdoses, 12 of those unfortunately were fatal.
- Project FORT remains committed, with our community partners, to reduce the number of accidental overdoses and eliminate the overdose deaths.


The image shows a smaller version of the F.O.R.T. logo. It includes the same stylized graphic of three overlapping squares at the top, followed by the letters 'F.O.R.T.' in a bold, black sans-serif font. Below the letters is the text 'Fairfield County Overdose Response Team' in a smaller, black sans-serif font. To the right is a small circular seal of Fairfield County, Ohio. At the bottom, the words 'SERVE • CONNECT • PROTECT' are written in a small, black, all-caps sans-serif font, separated by dots.

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- Project FORT will continue to work with our community partners to accomplish that goal by connecting overdose victims to treatment and recovery options that exist in Fairfield County and by training and providing Narcan to our partners and to the public.
- The Team now consists of a Community Paramedic in Violet Twp, a team of Medics from Lancaster Fire, Medics from some of the outlying Fire Departments, and two Peer Supporters.



**FORT.**  
Fairfield County Overdose Response Team




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- Through grant dollars received in 2109, Project Fort has partnered with The Recovery Center and Ohio Guidestone to provide Recovery Support funding for recovering addicts who encounter barriers to recovery, such as utility bills, rent, car repairs and transportation. Project FORT provides bus passes from Lancaster Transit as well as gas vouchers from Speedway.



**FORT.**  
Fairfield County Overdose Response Team





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2/3/2020



- Project FORT has also partnered with Creed of Recovery, a recovery housing/counseling agency in Lancaster that provides sober living and counseling for recovering addicts. 70% of the men that FORT has sponsored have successfully completed their program, a success rate that is well above the national average.

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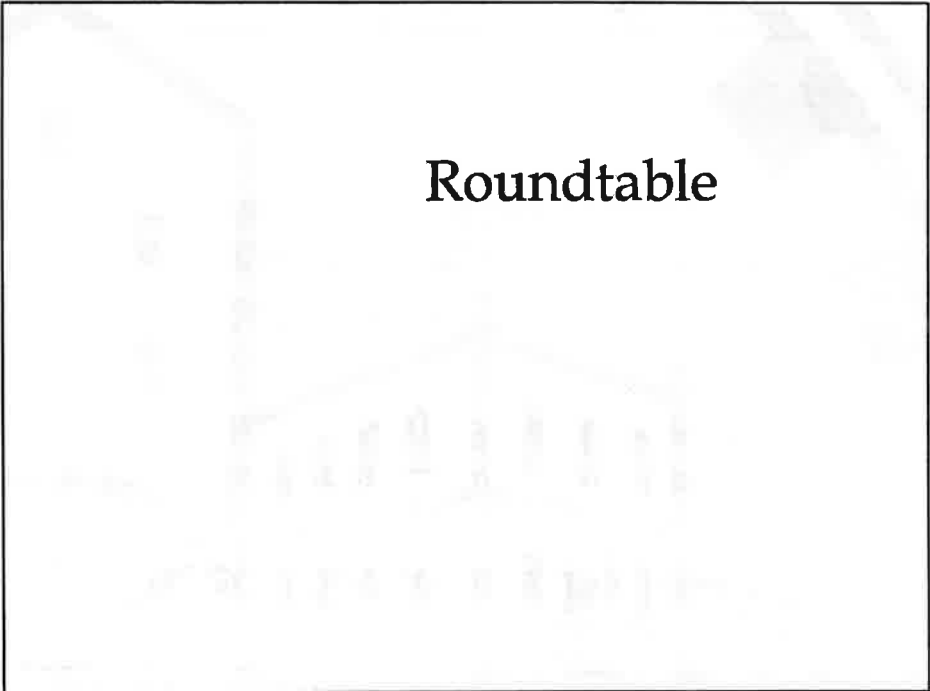
- Lastly, it was announced earlier this week that the Fairfield Co Major Crimes Unit will receive a Recovery Ohio grant that will support the MCU's and Project FORT's effort in combatting drugs and drug addiction in Fairfield County. We are also planning a QRT conference this year, inviting other task forces to Fairfield County to showcase our successes, and to assist other task forces establish similar programs. We continue to be innovative in our efforts to battle not only drug trafficking in Fairfield County, but also tackling drug addiction as well. And as always, we thank you all for your continued support.

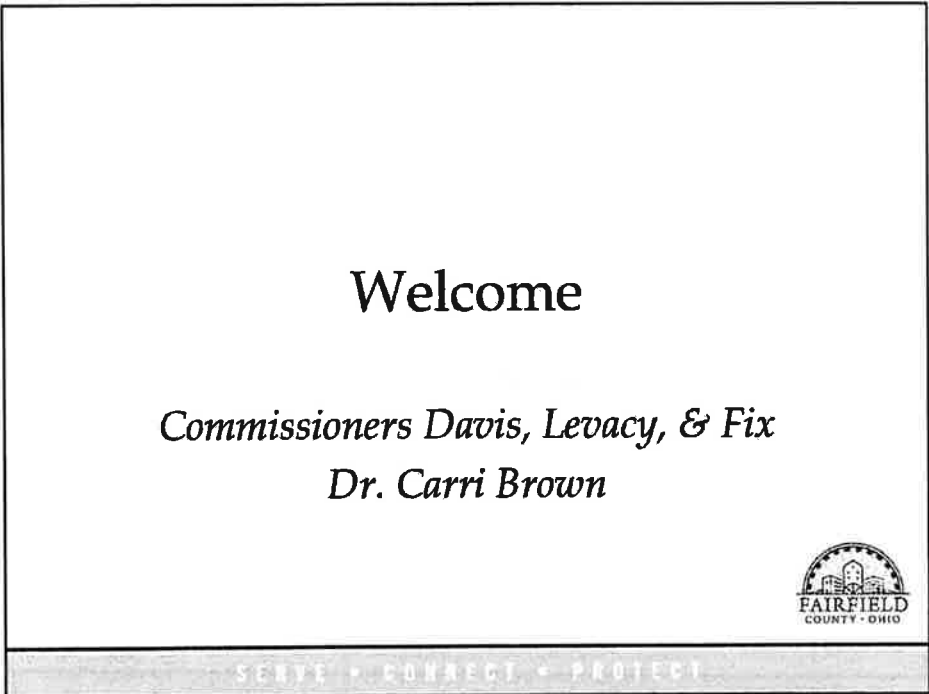
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2/3/2020

## Announcements & Updates

*Dr. Carri Brown*



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## Speed Mentoring Follow Up

- Two additional sessions have been scheduled for May 19<sup>th</sup> and November 17<sup>th</sup>
- Email Rachel Elsea ([rachel.elsea@fairfieldcountyohio.gov](mailto:rachel.elsea@fairfieldcountyohio.gov)) if you'd like to be a mentor



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## Save the Date - April 28<sup>th</sup>

- Save the date now for the State of the County Address!
- It will be April 28 at 11:30 am at the WigWam in Violet Township.
- If anyone has information to add to the packets, please contact Carri Brown, [carri.brown@fairfieldcountyohio.gov](mailto:carri.brown@fairfieldcountyohio.gov)



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## March 5 - Leadership Conference

- Mark your calendars now for the March 5<sup>th</sup> Leadership Conference for elected officials & departments heads.
- The conference will be held in the Commission Hearing Room, and it will begin at 8:15 am.
- The roundtable portion of the meeting will conclude at noon.




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2/3/2020

# Contracting Reminders

*Joshua Horacek & Amy Brown-Thompson*




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# Who has contracting authority?

- *Generally* contracting authority for the county is held by the Board of Commissioners
  - Certain contracting authority has been delegated to the County Administrator
- Some contracting authority may be conferred upon elected officials in specific instances — check with the Prosecutor’s Office
- Control of funds alone does not equal contracting authority



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## Approval as to form

- What does it mean?
  - Terms are legally valid
  - Compliance with Ohio's competitive selection laws (ITP, RFP, or RFQ) unless the contract is otherwise exempt
  - Terms comport with FCPO's policies regarding venue and other matters
  - Complies with the County's internal purchasing policy (based on the answers found on the routing form)



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## Approval as to form

- What does it NOT mean?
  - The contract will achieve what you want and/or the contract is a good deal
  - That it has been evaluated for questions outside the four corners of the agreement
  - The use of funds for the contract is appropriate use of those funds
  - The contract has been evaluated for a conflict of interest
- The FCPO can review these questions *if specifically asked*, however, any review is only as good as the facts provided



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## Departmental Responsibilities

- Even if the contract is executed through the Board of Commissioners, the department or office proposing the contract should:
  - Ensure that the letting of the contract complies with any specific grant conditions, if applicable
  - Monitor the performance of the contract to ensure the vendor is providing what the vendor should be providing
  - Ensure prompt payment of obligations
  - Contact the Prosecutor's Office regarding any disputes



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## Human Resources Update

*Jeff Porter*




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# Security Update

*Jon Kochis*




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# Department Updates

*All Participants*



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## Rapid Fire News

*Dr. Carri Brown*



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## Rapid Fire News

- What have we done to accomplish the mission...
- Records Center Update
- 2020 Special Dates
- Review of Packet & Checklist



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Thank you for  
attending!

