

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

**Elected Officials/Department Heads Roundtable**

The Commissioners met at 8:30 a.m. for the Elected Officials/Department Heads Roundtable. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Porter, Branden Meyer, Todd McCullough, Jane Hanley, Susie Bloom, Jerry Isles, Lisa Wells, Danielle Swishers, Aunie Cordle, Tony Vogel, Michelle Duncan, Justin Grant, Cassie Strickler, Sheriff Phalen, Chief Perrigo, Joshua Horacek, Amy Brown-Thompson, Lisa McKenzie, Danni Vandegriff, Michael Kaper, Jim Bahnsen, Kelly Turben, Jessica Murphey, Dennis Keller, Holly Mattei, Jill Boone, Kyle Witt, Rick Szabrak, Dave Burgei, John Pekar, Rhonda Meyers, and David Miller.

- Welcome/Announcements

Commissioner Davis welcomed everyone and thanked them for attending.

- Security Highlights

Ms. Brown provided a brief update on security throughout the county. The security workgroup is led by Jon Kochis, if you have recommendations or suggestions to follow up on please contact Mr. Kochis. The administrative courthouse now has one customer entrance. There are 240 cameras currently in use with more planned. Security upgrades in the Treasurer's office are to come. A Sheriff's Deputy will be reassigned to be shared between Hall of Justice and the Administrative Courthouse.

- Land Use Plan Update

Ms. Mattei updated everyone the Land Use Plan. The previous plan was created in 2002 with a goal of lasting 10-15 years. The plan examines housing and demographics; economic trends; land use; open space; transportation; and utilities. It establishes goals and objectives to create a development strategy for the next 10-15 years. Four surveys are sent to the public in the areas of residential, community farmland, and stakeholders. They also collect existing data, conditions, and trends. A draft will be completed prior to the development of the implementation strategy. The last step is outreach and plan adoption.

The goal is to have 1,000 surveys completed (600 have already been returned). All are encouraged to distribute and complete the survey. The survey can be found here: <https://s.zoomerang.com/r/PlanFairfield>.

- Human Resources/Health Benefits Plan

Mr. Porter provided a brief update on Human Resources.

The move to the new Fairfield County Health Benefit Plan occurred on January 1, 2017. We continue to work with individuals to address their needs related to prescriptions and other coverage questions. Regular communications have been going out to employees to provide additional information. Our prescription drug coverage list was recently completed by UHC and we distributed it to employees.

The Fairfield County Health and Wellness Clinic is open and seeing employees. The hours for the clinic are Monday, Wednesday and Friday from 10-6. Saturday hours are available the last week of the month. Additional flyers are available in HR and here today to provide to employees.

The Personnel Policy Manual updates for 2017 will be introduced to the Commissioners at the February 14, 2017 meeting. There will be a clearance period for elected officials, department heads and others to provide feedback on

284

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

the revisions. There will be a one page summary of the proposed changes after the meeting.

Important changes focus on concealed carry provisions, drug free workplace, and a compensation plan, which will provide guidance to all elected officials and department heads.

Training- On February 22, 2017 there will be training on "Getting to Know Your Benefits" and an ethics training opportunity provided to all county employees. Employees should check with their supervisors regarding attendance and operational need. There will be a morning and afternoon session.

EAP- Our provider is Optum/United Behavioral Health and the website is [www.liveandworkwell.com](http://www.liveandworkwell.com)

Look for more information in the coming months on the implementation of ExecuTime. This will be the new time keeping method available through MUNIS.

Ms. Brown added that cybersecurity training was forthcoming for all employees. There is an administrative meeting on March 2 to review cybersecurity. Ms. Bloom added that during the elections the Secretary of State provided information on cyber security and a lot of materials is available at no cost. Ms. Cordle indicated that the state required cybersecurity training is conducted annually, and employees report learning something new each year.

- Fairfield Medical Center Presentation

Danielle Swisher and Michelle Duncan presented information on Fairfield Medical Center's Substance Abuse Stabilization Unit. This area serves as an inpatient medical stabilization service. It provides help for individuals within the community who are addicted to drugs and/or alcohol. The goal of the unit is to provide patients with an environment that will allow them to safely withdrawal from the drug(s) of dependence in a respectful and dignified manner.

SASU is a voluntary program that begins with a confidential telephone screening, followed by a scheduled intake appointment. Each patient will undergo a medical history, a physical, complete laboratory workup and a nursing assessment.

Dr. Jessica Conn and Dr. Theresa Dyar serve as the admitting physicians caring for these patients. The physicians assess all potential patients for admission who wish to use this service. The Patient Care Team consists of Registered Nurses, Nursing Assistants, Licensed Social Workers, Licensed Independent Chemical Dependency Counselor, Pharmacy Staff, Dietary Staff, Patient Representatives, Chaplin Services, Pet Therapists, and Music Therapists.

Anyone who is interested in this service can call 740-689-4457 to complete a confidential phone screening. The normal office hours are 8 a.m.-4 p.m. Monday through Friday by appointment only. However, they will flex their hours based on the patient's need. If patients arrive outside of normal business hours, they would direct them to the ED to seek immediate medical services, if needed, or advise them to contact the office during normal office hours. They return all phone inquiries within 24-48 hours.

Patients must meet inpatient criteria established by Care Guidelines. The model of care is protocol driven, matched by patient readiness for change and encompasses a plan of care that follows them after discharge. The Intake coordinator will assist the patient with establishing an aftercare plan and prepares the patient for entry into treatment. Detoxification does not constitute complete substance abuse treatment. It is often the first step towards recovery.

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

The staff is here to support patients down their road to recovery. Treatment and recovery vary with each person and together we will create a plan to support the physical challenges of withdraw as well as provide emotional support. Their level of commitment will never change; they will always provide compassionate care.

Mr. Davis asked if admission could only be on a voluntary basis.

Ms. Duncan replied that admission to this particular unit is voluntary; Fairfield Medical Center may be able to provide treatment elsewhere.

Mr. Davis asked if someone currently incarcerated could enter treatment.

Ms. Duncan replied that detox typically occurs in 3-5 days and if they have met that window there are other options available to them in the community.

Mr. Bahnsen asked how this service was different from Maryhaven.

Ms. Swisher replied that Maryhaven had a variety of services, and FMCs service was a high level of acute care with detox through hospitalization.

Magistrate Boone asked what how long the waiting period for a bed was.

Ms. Swisher replied they could typically have someone in a bed within a week.

Ms. Cordle asked if they treated pregnant women.

Ms. Duncan replied that the current admitting physicians will not admit pregnant women, but they will refer them to Dr. Guenther or Dr. DeLong.

Mr. McCullough asked if they treat minors.

Ms. Swisher replied they treat those 18 and older. Those under 18 are sent to Children's Hospital or are given other treatment options.

Mr. Davis asked what their capacity was.

Ms. Swisher replied that their unit has 4 beds, but they are able to provide services to anyone in any of the 222 beds at FMC.

Mr. Davis thanked Ms. Swisher and Ms. Duncan for their time.

- CRMS Update

A training session will be held on Thursday, February 23<sup>rd</sup> in the Commissioners Hearing Room. Each office is asked to send a representative as the prosecutor's module will be unveiled.

- Department Updates

- a. Developmental Disabilities – Jon Pekar

DD experienced their accreditation review from the Ohio Dept. of Developmental Disabilities. The review resulted in a three year accreditation. DD passed with flying colors. The 9<sup>th</sup> annual Celebration of Possibilities dinner is scheduled for March 30<sup>th</sup>. Mr. Pekar thanked Tony Vogel and Utilities for the new water line and rapid response for that project.

- b. Sheriff's Office – Sheriff Phalen

286

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

The reporting center is being fully implemented with 12 kids at Stanberry. The detention numbers are staying around three, as opposed to 20. They are keeping the youth busy. They are planning an April 2017 Juvenile Justice Summit where policy holders will come together to develop a five year plan.

c. Sheriff – Sheriff Phalen

Sheriff Phalen expressed his appreciation for Prosecutor Witt and staff. They have hit the ground running. The Sheriff received a call from Montgomery Sheriff yesterday. They've had 18 OD deaths in two days and had 145 OD deaths in January. These are all connected to fentanyl. The Sheriff's Office and Major Crimes is trying to do a bit more research in responding to OD calls. They will make sure they get medical care and also send in Major Crimes to dig deeper into suppliers. Fentanyl is a major issue in the county. Sgt. Hendershot recently apprehended an individual who was a suspect in a Pennsylvania homicide and had kidnapped two others.

d. Facilities – Dennis Keller

In the jail, one inmate area is ready for staff training that will start next week. The Command Center computer system is up and running in that area as well. They remain on target for inmate occupancy the first few weeks of June. After that, the old jail on Wheeling Street will be torn down and construction finished (parking lot and loading docks) with total completion by September. Other facilities needs are being worked on as well including records retention and relocating the maintenance shop. They are also working on upgrading existing facilities including new doors at the Government Services Building and new flooring at the Hall of Justice.

e. Regional Planning Commission – Holly Mattei

The state is revamping CDBG to give funds every other year and double the amount. This will allow for bigger and more impactful projects. We have yet to hear if RPC is to apply this year or next year.

f. Dog Adoption Center and Shelter – Todd McCullough

The 2017 dog licensing process just ended. Numbers look a bit better than last year. They are currently starting to follow up on dangerous dogs in the county. This year they are on track to run out of dogs for adoption. Currently have 7-8 dogs available. We hope to celebrate that again, as was celebrated last year.

g. Human Resources – Jeff Porter

Mr. Porter thanked the County Auditor's staff, Staci Knisley, Carrie Williams, Aunie Cordle and others for all their input and help with the benefits plan.

h. Board of Elections – Susie Bloom and Jane Hanley

The Board of Elections is gearing up for the May 2<sup>nd</sup> primary. There is one candidate race and several issues. While not a full election, 80 out of 99 precincts in the county will be open.

Ms. Bloom will be retiring in the next few months. Ms. Bloom thanked everyone for the honor to serve the people of Fairfield County and to

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

serve alongside them. The help and cooperation between every area and department has been and will continue to be outstanding.

Mr. Davis thanked Ms. Bloom for her service.

i. Family, Adult, and Children First Council – Lisa Wells

Ms. Wells has been with the council for about six months. All of the program directors for all of FACFC clients continue to do a great job. They have had a few back office changes and many offices have been very helpful.

j. JFS – Aunie Cordle

April is Child Abuse Prevention Month. A number of events are held to bring attention to it. April 12<sup>th</sup> is Wear Blue to Work Day with a breakfast being held in the EMA room. April 20<sup>th</sup> is the community Circus Night event and Candlelight walk. She thanked everyone for their help with the holiday donation drive. Over 425 kids and 15 elderly were served. She especially thanked Mr. Levacy and Mr. McCullough for their work.

k. Recorder – Lisa McKenzie

While they are ahead of last year, work is slow, so they are taking the opportunity to digitize their indexes. This will be paid for by dollars the office earns back from the company they work with, resulting in low out of pocket costs.

l. Soil and Water – Amy Boyer

Soil and Water is working on updating guides on their website. Ms. Boyer thanked GIS for their help updating maps on their website to show where watersheds are throughout the county. A fall survey indicated that forestry training is needed so they will be starting that in May.

m. OSU Extension – Jerry Isles

The office did 52 pesticide certification trainings in January with over 100 trainings for fertilizers. The last eight pages of the roundtable packet included additional programming updates.

n. Prosecutor's Office – Kyle Witt

The first six weeks have been very busy. Transitions are never seamless, but they are going as well as they can. Josh Horacek and May Brown-Thompson are in the civil division and will be the primary contacts for most of those in the county needing legal services. There are several new faces in the office. The group is working incredibly hard and hit the ground running. He thanked everyone in the room for their help.

o. Clerk of Courts – Branden Meyer

The title office continues to be busy. 222,586 titles were processed in 2016. This is a record for the office and are currently ahead this year where they were last year. The legal office continues to be busy and works regularly with the prosecutor and courts to try to make processes the same. This should help all involved in the legal process. He thanked Dennis Keller and his staff for the renovations on the first floor at the Hall of Justice. They are working with the Commissioners on the future records center.

288

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

p. Treasurer – Jim Bahnson

The Treasurer's Office is in the middle of the first half collection. The deadline is February 17<sup>th</sup>. The office takes in about \$90,000,000 in this period, and it's a challenge to find sound investments for this time frame. They have worked with Fairfield National Bank and have a safe investment vehicle.

q. Land Bank – Michael Kaper

Through 2016 the land bank completed 22 demolitions. In 2017 they are targeting areas outside of Lancaster including Bremen, Pickerington, Pleasantville, and a few townships. They need to finish all demos by 2018 for funding. They hope to complete an additional 35 by then.

r. Utilities – Tony Vogel

The Allen Road water line project is being finished. They will have 700-1,000 lots becoming available through various subdivisions in Pickerington which should keep the Recorder's Office busy. These lots are currently in the Fairfield County Utilities service area.

s. Court of Common Pleas – Jill Boone

The Court has launched the Stepping Up initiative. They are partnering with many other agencies. Intermediate meetings are being held. Let Magistrate Boone or Angel Sanderson know if you'd like to attend. They continue to team with Muni Court for drug testing. They are partnering with the Harcum House and four comfort cabinets have been placed in the Hall of Justice.

t. Economic Development – Rick Szabrak

Mr. Szabrak referenced the flyer in the packet regarding broadband access. He encouraged everyone to complete the survey. The office received a grant through Connect Ohio to study how technology is used throughout the county. This 50-100 page study will be used to attract companies to Fairfield County and also identify gaps in services. As an example, 93% of Pickerington students have internet leaving 700 students who can't do the same schoolwork online as the others in their class. The goal is to have 1,500 surveys completed and already 1,000 have been returned.

u. ADAMH – Rhonda Meyers

ADAMH will be doing a business and community survey to help increase drug free workplaces. They are in the process of planning their second annual mental health and addiction conference workshop. If anyone would like to help with that effort let Rhonda know.

v. Auditor – David Miller

The 2016 audit is starting. Thank you in advance for your cooperation. This is the first year the state auditor is able to access records from the content manager which speeds up the process for them and will reduce some of the audit costs.

- Rapid Fire News

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

- a. ADAMH will be presenting a Mental Health Training on Thursday, March 9<sup>th</sup> in the Commissioners Hearing Room. RSVPs are required.
- b. EMA is working on a pilot program for Student Tools for Emergency Planning. This program will provide education and awareness for middle school students. Contact Jon Kochis for more information
- c. While Administrative Approvals are going very well, please let Carri Brown or Rachel Elsea know how the process can be improved.
- d. The State of the County Address will be held on April 25<sup>th</sup>. This year's theme is Brilliant Ideas at Work. Send your brilliant ideas to Carri Brown as she is highlighting ideas within the address.
- e. Please continue to send GEMs.
- f. 2016 & 2017 Special Dates
- g. Records Center Update
- h. Ethics Training – Department Heads and Elected Officials should monitor completion annually
- i. Review of Packet & Checklist

Commissioner Davis thanked everyone for attending and stated at 9:56 a.m. that the Commission would take a brief recess prior to the Regular Meeting.

**Commissioners' Regular Meeting**

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, February 9, 2017 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Todd McCullough, Jeff Porter, Rick Szabrak, Aunie Cordle, Lisa Wells, Jane Hanley, Amy Brown-Thompson, Cassie Strickler, Branden Meyer, and Joshua Horacek.

**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 comments.

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

On the motion of Mike Kiger and the second of Steve Davis, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

- |              |   |
|--------------|---|
| 2017-02.09.a | A Resolution to Approve Advertising for the BLO-14, FAI-CR23-4.502 Winchester Road Bridge Replacement Project. [Engineer] |
|--------------|---|

067

**Regular Meeting #7 - 2017**  
**Fairfield County Commissioners' Office**  
**February 9, 2017**

- 2017-02.09.b      A Resolution to Schedule Annual Township Trustee Meetings  
[Engineer]
- 2017-02.09.c      A Resolution to Approve Advertising for the RIC-13, FAI-CR17-  
14.61 Pleasantville Road over Indian Creek Bridge Replacement  
Project. [Engineer]
- 2017-02.09.d      A Resolution to Approve Advertising for the GRE-38, FAI-TR279-  
0.363 Rauch Road Bridge Replacement Project. [Engineer]

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger and Steve Davis  
Absent: Dave Levacy

Ms. Elsea announced that the next Regular Meeting is scheduled for Tuesday, February 14, 2017, at 10:00 a.m.

**Adjournment**

With no further business, on the motion of Mike Kiger and a second of Steve Davis the Board of Commissioners voted to adjourn at 10:01 a.m.

Roll call vote of the motion resulted as follows:  
Voting aye thereon: Mike Kiger and Steve Davis  
Absent: Dave Levacy

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, February 14, 2017, at 10:00 a.m.


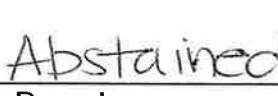


---

Motion by:                      Seconded by:

that the February 9, 2017, minutes were approved by the following vote:

YEAS:                              NAYS: None  
ABSTENTIONS: None

\*Approved on February 14, 2017

 Steven A. Davis Commissioner	<p>Abstained</p>  Dave Levacy Commissioner	 Mike Kiger Commissioner
 Rachel Elsea, Clerk		