

Regular Meeting #23 - 2017
Fairfield County Commissioners' Office
May 23, 2017

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, Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Josh Horacek, Amy Brown-Thompson, Staci Knisley, Branden Meyer, Todd McCullough, Aunie Cordle, Chief Perrigo, Jeff Porter, Loudan Klein, Patrick O'Malia, Jim Bahnsen, Spencer Remoquillo, and Ray Stemen.

- Legal Update

Mr. Horacek stated he did not have a legal update.

- Administration and Budget Update/Carri's List

- a. Announcements

- June 9th at 8:30 am is the Employee Recognition Event (at the new Jail and Public Safety Facility, 345 Lincoln Avenue).
- The June 17th Ribbon Cutting Ceremony for the Jail is 11 am – 2 pm. The Formal Building dedication is Friday, September 29th at 12 noon.
- Have a nice Memorial Day!

- b. Highlights of Resolutions

Mr. Davis provided highlights of resolutions proposed for the voting agenda.

The Sheriff proposed a renewal of the agreement for security with ESC.

HR proposed the approval of agreement for Group Retrospective Rating for workers compensation, a performance-based incentive program designed to recover a portion of premiums when we have reduced injury rates and lowered associated claims costs. This is similar in concept to Group Rating.

There were financial resolutions to approve, such as:

- A CDBG/CHIP draw and status report;
- Reimbursements by operation of law for JFS related funds;
- Appropriations from unappropriated funds for the Common Pleas Court (for the technology grant we discussed earlier) and for the County Auditor (for unclaimed funds accounting);
- A fund to fund transfer for unclaimed funds accounting;
- Account to account transfers of appropriations to properly classify expenditures for the operations of the jail (moving appropriations from the SCI annex to the Sheriff's department as part of the new jail operations, as discussed last week) and for Veteran Services (as they increase hours for their drivers and fill a vacant position on their table of organization, as approved by the VSC);
- Memo transactions and accounting for the TID, proposed by the County Engineer; and
- The payment of bills (including the UHC payment for the health benefit plan & approval and payment of then and now certifications or substitute then and now certifications, as needed).

- c. Administrative Approvals & Budget Update

Mr. Davis stated the review packet contained a list of administrative approvals for the week. He asked if there were questions, and none were posed.

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Ms. Elsea is reviewing the ditch maintenance petitioning process in anticipation of requests. We have an example from 1990 and are preparing updated forms.

Mr. Davis reported that we are in an RFP process for housekeeping services and will report on proposals and any responses moving forward for contracting purposes.

The budget hearings have been set for 2017 (for the 2018 budget). The deadline for level 2 budget entry is **June 21**.

We proposed informational letters indicating the importance of federal funding for Meals on Wheels and proposed them for the Board President to sign and send to federal representatives.

Reports from the County Auditor confirmed the discussion of last week when we noted sales tax revenues were up 2.78% over last year. We have budgeted flat sales tax revenues for 2017 based on the uncertainty of the MCO sales tax issue.

d. Jail and Public Safety Facility Update

The most recent report on the jail population shows the population is 265.

The project is on time and within its budget.

We have advertised for the demolition of the old jail on Wheeling. (This is not a part of the GMP and has been discussed as such in multiple meetings.)

The event flier will remain in the review packet.

Carri Brown and Chief Perrigo met Monday, May 22, to review questions received from Perry County about the potential of renting excess bed space at the new jail. Those responses have been sent to Judges Boyer and Wilson.

e. Roundtable Debriefing

An elected official and department head roundtable meeting was held May 18th at 8:30 a.m. At 3 pm on May 18th, there was a tour of the jail for elected officials and department heads (and their guests). People have commented that they enjoyed the presentation from the Attorney General's Office and enjoyed the tours.

Follow up regarding the opioid epidemic presentation:

- First, we have an administrative meeting scheduled to review the Pickaway County model regarding JFS and the Sheriff. (This meeting is July 20 at 11 am)
- Second, we have requested an update on the ADAMH multi-county youth mobile crisis team.
- Third, we should discuss the concept of including in first aid kits Naloxone, often referenced under the brand name Narcan, a medication used to block the effects of opioids, especially in overdose. We have contacted legal counsel and will review further.
- Fourth, we will include concepts relating to addressing compassion fatigue in the leadership conference.

Mr. Horacek reported that the Prosecutor's Office does not see a liability if the county chooses to put Narcan in its first aid kits.

f. Bravos

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Thank you to Lisa Wells, Tessie Swain, and Cyndi West at FCFACF for organizing a good transition plan as the FCFACF executive council will be seeking a new executive director.

The Clerk of Courts was the Pickerington Chamber member of the week for the week beginning 5.22.2017.

- Old Business (none)
- New Business (none)
- General Correspondence Received (none)

- Calendar Review/Invitations Received
 - a. Veterans Service Commission Stand Down Event – Wednesday, May 24th from 9:00 a.m. – 1:00 p.m. at the Fairgrounds
 - b. TID Board Meeting – Thursday, May 25th at 9:00 a.m. (Rick Szabrak will attend)
 - c. Bremen Chamber Lunch – Thursday, May 25th at 11:30 a.m.
 - d. Opiate Epidemic Community Forum – Thursday, May 25th from 7:00 p.m. – 8:30 p.m. at Crossroads, Lancaster
 - 1. Commissioner Levacy will attend.
 - e. 4-H Legacy Dinner – Thursday, June 22nd at 6:00 p.m. at Grube Farms
- FYI
 - a. Thank you from Susie Bloom
 - b. Thank you from Ronald Keaton for reappointment to Fairfield County District Library Board
 - c. OEPA Notice re: Clean Water Act Section 401 Project Application
 - d. DACO Events
- Issues Bin (none)
- Open Items

HR Update

The Commissioners met at 9:18 a.m. for an update from HR. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Josh Horacek, Amy Brown-Thompson, Staci Knisley, Branden Meyer, Todd McCullough, Aunie Cordle, Chief Perrigo, Jeff Porter, Loudan Klein, Patrick O'Malia, Jim Bahnsen, Spencer Remoquillo, and Ray Stemen.

Mr. Porter reported that the Commissioners would be voting on the group retro agreement for 2018. This year they will receive back \$71,827.40. There have been 55 claims filed this year, and Fairfield County continues to do well. There will be another rebate later this year that will not be based on performance.

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Executime Implementation begins in June or July. Executime will be integrated with Employee Self Service and a new centralized on-boarding process for new employees will be done in conjunction with the implementation. Implementation of Office 365 and cyber security training will also take place this year. Currently over 60% of county employees have completed the training.

The Fairfield County Health Benefits Plan continues to evolve to better serve employee needs. Prescription benefit will not offer 90 day supply via retail pharmacy. The Fairfield County Employee Wellness Clinic sees approximately 90-100 patients per month and is helping lower costs and reduces costs association with lost work time. The clinic represents less than 1% of the costs of the entire health benefits plan.

The Employee Recognition Breakfast will be held June 9th at 8:00 a.m. at the new Jail and Public Safety Facility.

Additionally, CORSA costs held steady this year despite expanded coverage for cyber security and expanded coverage for the administrative courthouse.

Mr. Bahnsen added that he spoke with someone from Licking County at the annual County Treasurer's Association meeting. That individual mentioned their attack and how they were reduced to using pens and paper. Licking County lost two days of data. She suggested backing everything up on the server. They did not pay the ransom as they weren't sure how much data they would actually get back.

Executive Session to discuss Pending Litigation

On the motion of Steve Davis and second of Dave Levacy the Board voted to enter into Executive Session to discuss pending litigation at 9:30 a.m.

Discussion: Commissioner Levacy stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Jeff Porter, Aunie Cordle, and Marc Fishel.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy, and Mike Kiger

On the motion of Dave Levacy and second of Mike Kiger the Board voted to exit Executive Session at 9:40 a.m.

Roll call on the motion as follows:

Voting aye thereon: Dave Levacy, Mike Kiger, and Steve Davis

Review (continued)

The Commissioners met at 9:40 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, Aunie Cordle, and Jeff Porter.

Executive Session to discuss Matters Required to be Kept Confidential by Federal or State Statute (Protected Health Information)

On the motion of Steve Davis and second of Dave Levacy the Board voted to enter into Executive Session to discuss matters required to be kept confidential by federal or state statute (protected health information) at 9:41 a.m.

Discussion: Commissioner Levacy stated that the following people be present: Commissioner Davis, Commissioner Levacy, Commissioner Kiger, Carri Brown, Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, and Jeff Porter.

Roll call on the motion as follows:

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Voting aye thereon: Steve Davis, Dave Levacy, and Mike Kiger

On the motion of Dave Levacy and second of Steve Davis the Board voted to exit Executive Session at 10:02 a.m.

Roll call on the motion as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Review (continued)

The Commissioners met at 10:02 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Joshua Horacek, Amy Brown-Thompson, and Jeff Porter.

Commissioner Davis stated at 10:02 a.m. that the Commissioners would be in recess until the Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, May 23, 2017 beginning at 10:00 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Rachel Elsea, Staci Knisley, Amy Brown-Thompson, Josh Horacek, Park Russell, Jeff Porter, Aunie Cordle, Jon Slater, Jim Bahnsen, Branden Meyer, Jeff Camechis, and Ray Stemen.

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.

Mr. Ray Stemen of 2444 West Point Road in Lancaster stated that the country is being destroyed from within by groups who are against the President. He urged everyone to call the White House to voice their support.

Approval of Minutes for Tuesday, May 16, 2017 and Thursday, May 18, 2017

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the minutes for the Tuesday, May 16, 2017 and Thursday, May 18, 2017 Regular Meetings.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Auditor's Office Resolutions

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

2017-05.23.a A resolution authorizing a fund to fund transfer. Auditor – Fund 1080
[Auditor- Finance]

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2017-05.23.b A resolution to approve the transfer of unexpended fund balance in Special Revenue Fund 2377 to General Fund. Juvenile Court [Auditor-Finance]

2017-05.23.c A resolution to appropriate from unappropriated in a major expenditure object category (Auditor-Finance) (1080 Unclaimed) [Auditor- Finance]

Discussion: Mr. Slater stated that these were unclaimed funds being moved back to the general fund as required by state statute.

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

Approval of the Commissioners' Office Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Commissioners' Office resolution authorizing the approval of a request for payment and status of funds report, drawdown of \$10,900 for FY2016 CDBG Funds Fairfield County Commissioners; see resolution 2017-05.23.d.

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

Approval of the Common Pleas Court Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Common Pleas Court resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund #2422, TECH grant; see resolution 2017-05.23.e.

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

Approval of the Engineer's Office Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Engineer's Office resolution to request for appropriations for additional unanticipated receipts of memo receipts and memo expenses for fund 7790 for Ety Road Study; see resolution 2017-05.23.f.

Discussion: Mr. Camechis stated that this was a shared cost traffic study that would be done through the Transportation Improvement District at Memorial/US33A/Ety roads with the addition of a medical facility and potential school.

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

Approval of the Human Resources Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Human Resources resolution to approve the 2018 plan agreement with the County Commissioners Association of Ohio for inclusion in the workers' compensation group retrospective rating plan; see resolution 2017-05.23.g.

Discussion: Mr. Porter stated that Fairfield County continues to see good claims experience in the program.

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

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Approval of the JFS Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following JFS resolutions:

- 2017-05.23.h A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2758 reimbursing Fund 2018 [JFS]
- 2017-05.23.i A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2072 reimbursing Fund 2018 [JFS]
- 2017-05.23.j A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]

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

Approval of the Sheriff's Office Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Sheriff's Office resolutions:

- 2017-05.23.k A resolution approving account to account transfers into major object expense categories and Appropriate from Unappropriated for the General Fund# 1001 – Fairfield County Sheriff [Sheriff]
- 2017-05.23.l A resolution authorizing the approval of a service agreement by and between Fairfield County Sheriff's Office and the Fairfield County ESC [Sheriff]

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

Approval of the Veterans Service Commission Resolution

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Veterans Service Commission resolution approving an account to account transfer; see resolution 2017-05.23.m.

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

Approval of Payment of Bills Resolutions

On the motion of Dave Levacy and the second of Mike Kiger, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

- 2017-05.23.n A resolution to approve the payment of vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]
- 2017-05.23.o A resolution authorizing payment(s) to United Health Care for purposes of the Fairfield County Health Benefits Plan – Fairfield County Board of Commissioners [Commissioners]
- 2017-05.23.p A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval [Commissioners]

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

