

Regular Meeting #34 - 2020
Fairfield County Commissioners' Office
August 6, 2020

Elected Officials/Department Heads Roundtable

The Commissioners met at 8:37 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, Amy Brown-Thompson, Jim Bahnsen, Branden Meyer, Ginger Caito, Jeff Camechis, Shannon Carter, Chris Wagner, CJ Roberts, Dennis Keller, Donna Fox-Moore, Jeff Porter, Jerry Iles, Jon Kochis, Joshua Horacek, Kelly Turben, Chief Lape, Lisa McKenzie, Lynnette Barnhart, James Mako, Mark Conrad, Nikki Drake, John Pekar, Rhonda Myer, Rick Szabrak, Todd McCullough, Tony Vogel, Luann Davidson, Dr. Varney, David Miller, Magistrate Jill Boone, and Don Rector.

- Welcome/Announcements

The Commissioners welcomed everyone to the meeting. Mr. Davis reviewed the agenda for the meeting.

COVID Update

Mr. Kochis provide an update. They tested 635 people on Tuesday at the Fairgrounds pop up testing event. He thanked the Community Health Center, Health Department, and National Guard for all their work. The results will start to come in within the next few days. There were 21 new cases yesterday. This is the average that we need to be at every day to fall below the metric the Governor tracks for the red advisory level.

Dr. Brown and Mr. Kochis are working on a MOU with Meals on Wheels to provide meals to those who cannot be in a congregate setting.

Mr. Kochis added that they are continually working with the schools. They are working to acquire PPE that has come to from federal and state agencies in addition to the PPE that the county has purchased.

Also, the Commissioners have purchased three additional electromagnetic sprayers in addition to the one they previously purchased. There is a type of preventative material that can be applied with that sprayer as well. Please let Dennis Keller know via a maintenance ticket request if you are interested.

EMA is working with the state and Board of Elections for the November election.

Ms. Nash stated they are still working with the schools to get them thermometers. They are crunching numbers and looking at contact tracing.

Mr. Davis asked about the number of deaths attributed to COVID-19 increasing. He asked that Ms. Nash look at the new death certificates as that information will be helpful.

Mr. Levacy asked if the increase in hospitalizations and ICU admissions were concerns.

Mr. Kochis replied the ICU use is consistent. Hospitals tend to keep ICUs full. There are inpatients who are not necessarily in ICU. FMC has 10 position cases admitted, but they are not all in the ICU. He continues to receive reports from FMC, and they are doing well. FMC has requested support for death care and the Coroner has supported the effort with body bags and other resources. They have also had morgue capacity issues, which is not a surprise given the small size of the morgue.

- Department Updates

- a. JFS

Ms. Cordle stated yesterday was wear Green for Child Support Awareness Month. Thank you to everyone who wore green to show their support. JFS has had to fill a few CPS vacancies as essential workers. They have been able to do that hiring process virtually. They have reopened the "COVID PRC" to assist families under

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200% of the poverty level with \$1,500 to help with living expenses. They are open for workforce services. Supervisors will be back in the building, in their own offices, at the end of August.

Mr. Levacy asked if they were still having issues finding foster parents.

Ms. Cordle replied that is always a need, and they are starting a new campaign to generate interest in foster care.

b. Sheriff's Office

Chief Lape reported the Sheriff's Office is evaluating their current services throughout the community. They are evaluating their footprint, the way they do things, and what they do. They also continue to evaluate the training they provide. Soon, they will need to look at out of state travel and how to manage that contractually with quarantining possibilities.

Mr. Levacy asked if law enforcement understands the high level of support they have from Fairfield County given everything that is going on.

Chief Lape stated there are several in the community who want to provide support and help to the officers. These include small gifts, which he tries to dissuade, but he appreciates letters of encouragement. What is needed more than anything is the positive encouragement, which is greatly helpful.

Mr. Fix stated that Pickerington saw some small protests earlier this year and asked if protests have continued to occur in the area or has that occurred more in Columbus.

Chief Lape stated that the protests in our area are peaceful. They continue in Lancaster on Wednesday nights at 7p.m. He has not had any issues as the protests have all been so peaceful with no destruction of property.

Dr. Brown thanked the Chief and his team for their help with all the programs they participate in which culminated in the customer service award the office received in June. Chief Lape indicated he shared that award with the full staff, and they really appreciated it.

c. Coroner's Office

Dr. Varney provided an update. One big concern during the beginning of COVID was the potential of an upswing in suicides and drug overdoses. Historically, they have not seen an increase and remain on par with other years. The level of investigations is about the same, too.

Dr. Varney stated he has not personally seen a misuse of using COVID as a cause of death of death certificates. He has seen chatter on social media about this topic. The Primary Care Physician completes the death certificate, and it does not necessarily come through the Coroner's Office. The Ohio Department of Health did issue a directive on how to list the COVID cause. Most are following that. They are happy to help with those who need the assistance. He provided an example of a recent death of an individual who had COVID but it was not a cause of his death.

d. Treasurer/Land Bank

Mr. Bahnsen reported the second half collection wrapped up July 16. Compared to last year the numbers are very comparable. They are looking at upper 90% for what was billed and collected. They will have final numbers next week. With investments, it is a challenge to find high quality and return on their investments as rates are very low.

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The biggest project with the Land Bank continues to be the Working Man's Friend.

Mr. Davis asked about the property receipts for this year tracking similarly to last year. He asked if this was percentage of payers or actual dollars (when referencing the 90%).

Mr. Bahnsen stated he is talking about the percentage of what was received of what was billed. It is a receipt percentage.

e. Auditor

Mr. Miller reported the real estate and GIS offices are officially moved across the street. BOR hearings are underway with 400 cases on the docket. BOR is 2/3 complete. The tax settlement is done and calculated and will be sent shortly. The advanced scheduling for the Sheriff's timekeeping is on track to go live later this summer/early fall.

Dr. Brown thanked the Auditor, Commissioners, Utilities, and Engineer's Office for their cooperation with the recent bond issues. This results in a savings of \$450,000 over time.

f. Recorder

Ms. McKenzie reported they have seen record numbers of deed transfers, mortgage refinances, and new mortgages keeping the staff extremely busy. They still allow the title offices and attorneys to schedule appointments to do the research they need. They maintain proper social distancing and have implemented all proper protocols. The new computer system will be in place for the fourth quarter which will allow them to better serve the public.

Dr. Brown asked if Ms. McKenzie was still interested in more space for the Recorder's Office.

Ms. McKenzie replied they were definitely interested in that.

g. Common Pleas Court

Magistrate Boone reported the Court is busy and is not seeing a significant backlog. They are no longer transporting from the court to the jail, but they are still keeping all cases moving which is not the case for other courts in the state. The EG article recently outlined this. They just got news from the Supreme Court that they received a grant to figure out how to increase access to justice for pro se litigants. The probation department has struggled to serve their probationers during this time as they are not able to come in for their appointments.

h. Juvenile/Probate Court

CJ Roberts provided an update. They have been working to secure more technology for their staff so they can continue to work remotely. They have switched to doing marriage licenses electronically and may continue this after the pandemic. They have added a tent outside so that staff can meet with youth to have socially distanced, in person meetings at the Chestnut Street location. This is available on FMX for use. She thanked the county for the PPE that has allowed them to continue their work.

Dr. Brown thanked the court for their innovation, such as the online marriage licenses. She thanked the office for their level of professionalism in being partners with grants.

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i. Domestic Relations Court

Dr. Brown thanked Lori Lovas who has been very helpful when the Commission receives calls regarding domestic cases.

j. Engineer's Office

Mr. Camechis reported the office continues to work under the COVID restrictions. They operate on a staggered start time to help separate employees. There have one bridge replacement project underway and will start another one next week. The 33A resurfacing project is complete. This was a \$3.4 million project. Shelly Company did a great job and exceeded expectations.

Mr. Levacy stated the 33A paving project looks great.

k. Prosecutor's Office

Ms. Brown-Thompson reported their office has been open fully in the office as of June 1st. Jury trials will be starting back up soon.

Mr. Levacy applauded the work of the Prosecutor's Office.

Mr. Fix agreed.

Dr. Brown noted that some counties do not have the collaboration with their Prosecutor's Office that Fairfield County has, and we are fortunate to have that collaboration especially during these complex times.

l. Clerk of Courts

Mr. Meyer reported the office never shut down during the pandemic, but they did go to limited staff. Car sales are up, and Franklin County has closed some of their title offices, giving Fairfield County some of their businesses including business from five auto dealers. The Hall of Justice is open by appointment only. They encourage filings by email, fax, or mail, but do allow filings with the deputies. He thanked the Judges and Magistrates for their cooperation.

Mr. Davis thanked Mr. Meyer for his help and cooperation over the years.

Mr. Levacy complimented Mr. Meyer on the work of the title office.

Dr. Brown asked if Mr. Meyer wanted to highlight the work of Crissy Devine. Mr. Meyer described how well she updated the websites and made information more accessible for the public. Dr. Brown reported that upon Mr. Meyer's previous recommendation, we sent a note of thanks to Crissy Devine, the Webchick.

m. Facilities

Mr. Keller reported they are working hard to keep all the county buildings safe and sanitized. He asked that the sanitizing wipes be used strictly for electronics and things you do not want to spray with spray bottles as the wipes are hard to find. The new electrostatic sprayers will be very helpful. He applauded his team for all the plexiglass shields they have created.

Mr. Keller stated one of the neatest things they have done is working with the BMV to set up a driving course in the parking lot for tests.

In the beginning of June, the staff started splitting time with Utilities. This helps to conserve resources.

They put out an RFP for ultraviolet technology for the HVAC systems. This is being evaluated administratively.

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The Commissioners applauded Mr. Keller for the work of his team.

Aunie Cordle added that she wanted to say thanks to IT for their support this week. They have been very helpful.

n. Human Resources

Mr. Porter thanked the Commissioners for recognizing August as Wellness Month. He encouraged everyone to take time for themselves during the pandemic. The office is moving forward with several projects including NEOGov which will improve processes and searches for potential candidates for jobs. They will have remote onboarding. They did see a dip in utilization of the health insurance in the beginning of the year, but now see some significant claims. They are optimistic to control the costs for this year. They hope to do a soft open enrolment this year required for only those who have changes to make to their enrollment. They are working on new communication tools they hope to unveil in September. They are working on a mobile wallet card for health benefits.

Dr. Brown highlighted the draft agenda for the leadership conference. It will be held on September 24th and will be a virtual conference. It will include all required trainings, such as Cybersecurity, Unlawful Harassment, and Ethics. CORSA topics will also be included. Please mark your calendar now. The training is sure to be relevant and helpful for all elected officials, department heads, managers, and supervisors.

o. Dog Shelter

Mr. Porter reported there was a microchip event scheduled in July. The event was well-received. Currently there are only ten dogs in the shelter under care - with other dogs offsite in foster care. The staff is working on closing the Fair Avenue location as it is no longer needed. They will instead move a location at the Tussing Road facility to better serve that area of the county.

p. Economic Development

Mr. Szabrak reported they have been supporting businesses and updating their 33 Alliance website with resources for COVID. He thanked the Health Department for being such good partners. He has not received any complaints for not getting back to people in a timely manner. JobsOhio provided some PPE kits to distribute to local businesses. The RFL plan was updated to allow for businesses to defer payments with 70% of the clients taking advantage of that. They are offering a lower rate for the loans. They should have some more RLF news coming soon. They worked with local businesses, FMC, and the Health Department to have protocol for events starting back up. The Workforce Center should have a soft opening in September. They will offer customized training for businesses. There will be a HVAC certification with Hocking College and a local business. He thanked Facilities and IT for their help getting the facility up and running. He thanked DD for their help as well. He joined a call with the BIA earlier this week.

Mr. Fix stated the BIA team was very complimentary of the programs in place with Economic Development.

Dr. Brown reported there was one resolution for the voting meeting. It was a lease with Hocking College (for \$1) to allow use of the Workforce Center for their programming. This will run through June 30, 2021, and there will be a similar lease with Ohio University. It has been approved to form by the County Prosecutor.

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Mr. Levacy stated there was a need for poll workers and the county needs to encourage this for the fall. He thought that information could be shared with Workforce partners.

Approval of the Economic Development Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Economic Development resolution approval for Space Use Agreement between Fairfield County Commissioners and Hocking College for use of Workforce Center; see resolution 2020-08.06.a.

Discussion: Mr. Levacy stated this was an innovative thing for the county. It will be great for the future. He thanked everyone for their work. Mr. Szabrak thanked the Commissioners for their support.

Roll call vote of the motion resulted as follows:

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

q. Utilities

Mr. Vogel stated there are many new subdivisions and new houses in Pickerington. He thanked Facilities for doing a lot of extra work for them.

Dr. Brown highlighted the customer service award Utilities and Facilities received earlier this month.

Mr. Vogel highlighted some of the things he has been doing to inspire his staff. He brought the Facilities team water and candy bars while they were out working in the field. They appreciated being told they were doing a good job.

r. Regional Planning Commission

Mr. Mako reviewed the subdivisions under review in Violet Township. Lot splits are tracking the same as last year. He thanked the Engineer for his support as they look at subdivision regulations. The Building Department is still going strong. They have a few new projects in the pipeline. All the applications for the CDBG grants are in, and they should hear back about those in September. They are finishing the 2018 projects. The Village of Pleasantville project is completed, and the Sugar Grove project should be completed soon. The projects in Millersport are looking good with roads, storm sewers, and sidewalks. Mr. Mako will be attending an ODOT stakeholders meeting for the US 33/Pickerington Road interchange to see preliminary plans for the project.

Additional COVID Update

Mr. Davis reported that since the meeting started they have received the number of new COVID cases which is at 23. This keeps us consistent with the current trend lines. He is pleased there were no COVID related deaths.

s. ADAMH

Ms. Myers thanked everyone for the team effort across departments. The ADAMH Board has been meeting virtually since March 24, 2020. The staff appreciates the tough work of the care agencies which has been exponentially more difficult due to COVID. She appreciates the update from Dr. Varney that suicides have not seen an increase during the pandemic. She provided an update on the COVID services they have been able to provide.

Dr. Brown highlighted one of the newest members of the ADAMH staff, Jen Dickerson, who was previously with the Utilities Office and Auditor's Office and has brought her skills from her previous employments to help with ADAMH.

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t. DD

DD is providing opportunities for community meetings which have gone very well.

Mr. Pekar reported 90% of the staff is working remotely. The productivity and efficiency numbers have not been affected at all. He thanked all the IT staff who allowed them to move remotely so quickly. They have been working on how they reopen and restart Forest Rose School, especially given how medically fragile their schools are. They decided to not meet physically, but via remote learning and home visits. They have done a risk benefit assessment.

u. Soil and Water

Ms. Drake stated that everything continues to move forward with Soil and Water Conservation. They have 94 years of public service between their six staff. They had to cancel their annual banquet and will instead hold a drive-through voting event for their officer election. That is on September 10 from 5:30p – 7:00p in their parking lot. There are two positions open and three candidates. Fair planning is ongoing for in-person, which they doubt, or virtual displays.

Mr. Davis thanked them for their flexibility as they move through this environment.

v. OSU Extension

Ms. Carter thanked Todd McCullough and Tony Vogel for their presentation at the March roundtable about the coffee bean parable. The office opened in July on Tuesdays and Thursdays by appointment. This allows for the purchase of soil testing and 4-H books. Thank you to Facilities and Tammy Smith for the shields and drop box. They will work with the schools on back to school protocol for food preparation during the pandemic. She also highlighted the packet contents and the mindfulness workshop starting tomorrow. They continue to prepare for the junior fair.

Mr. Isles reported they have been able to do their agriculture programs online through Zoom. Mr. Isles will be retiring on September 30th. He thanked the Commissioners and Dr. Brown for their support over the last five years.

Mr. Davis thanked the Commissioners for his service.

w. Veterans Services

The office is open by appointment. They are seeing many veterans during this time.

x. Historic Parks

The office is still working remotely. They are very busy and have a lot of people at the parks. Waukeena Nature Preserve opened and has had record numbers of visitors. They are working on an ADA ramp in Smeck Park and constructing a barn. They received a grant to obtain the Herron Rookery. This is the second largest Herron Rookery south of Lake Erie. She thanked the Commissioners and Auditor's Office for their help with technical aspects.

Mr. Fix noted all the positive buzz about the rookery. It will be a great educational resource for the community.

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y. IT

Mr. Conrad thanked everyone for their patience during this time. There are still many needs. The staff tries very hard to meet everyone's needs as timely as possible. Please let him know if a request has been made and there has been no response as the request could have been lost in the emails.

z. Family, Adult, and Children First

Ms. Fox-Moore thanked IT for their help as they have been able to continue all their services virtually. She also provided an update on the Safe Communities program. They are working with others to produce a video for “drive sober or get pulled over” which will be available in a couple of weeks. There are some local sports personalities involved with this effort.

- Update from Dr. Brown

CCAO Participation

Dr. Brown reported Andrew Johnson from CCAO was likely on the call at least for a part of the time. She invited CCAO members to join meetings anytime. Commissioner Fix, a member of the CCAO Board, stated he appreciated their attendance.

Patriotic Mural at Amstutz

We are making some edits to the mural to accommodate the latest information about the armed forces (and to make some artistic adjustments. Nonetheless, we are close to completing the project, and we will send notes of thanks to all the volunteers who worked on the mural and to the artists, as well. As previously discussed, once completed, we will prepare a video describing all the symbols and meanings within the mural. We have received a lot of positive feedback about the mural.

Checklist

Dr. Brown reminded everyone to use the Going the Extra Mile modules, use Service Skills, and be sure HR has alternate policies on file.

2021 Budget, Public Records Requests, and CARES Act Eligible Expenditures

Dr. Brown reviewed the attached slide show. She asked if there were any questions and there were none posed.

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 11:05 a.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 Tuesday, August 11, 2020 at 10:00 a.m.

Motion by: _____ Seconded by: _____
that the August 6, 2020 minutes were approved by the following vote:

YEAS: NAYS: None

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ABSTENTIONS: None

*Approved on August 11, 2020

 Steven A. Davis Commissioner	 Dave Levacy Commissioner	 Jeff Fix Commissioner
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Rachel A. Elsea, Clerk

Working Session

With the lack of a Commissioner quorum, the meeting became a working session at 11:05 a.m.

2021 Budget, Public Records Requests, and CARES Act Eligible Expenditures - Continued

Dr. Brown reviewed the attached slide show. She encouraged all elected officials and department heads to reach out to Jon Kochis or to her if there were identified pandemic needs. She also stated how much she appreciated stakeholder input and feedback as we moved forward.

Thank you

Thank you to Fairfield County for maintaining a culture of care now during the pandemic and every day. There are some great lessons we can take from the pandemic. Many departments have adapted new processes and innovated to better serve the public.

The working session ended at 11:25 a.m.


Rachel A. Elsea, Clerk



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

Commission Meetings August 6, 2020 – Virtual Meetings

8:30 am Roundtable Meeting (Departmental Updates with Specific Order)

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

County Administrator
Carri L. Brown

Following Roundtable, Commissioners’ Review Session and Regular Meeting

Clerk
Rachel A. Elsea

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. COVID-19 Update | Jon Kochis and Larry Hanna |
| C. Departmental Updates | All Participants |
| D. Leadership Conference 2020 | Carri Brown |
| E. Rapid News | Carri Brown |
| a. BRAVO to Crissy Devine – Certificate of Appreciation | |
| b. What have we done to accomplish the mission... | |
| c. 2021 Budget | |
| d. CARES Act and related funding update | |
| e. Required Training | |
| f. Review of Packet – Checklist | |

ADJOURN

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

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August 6th Roundtable Updates

1. Emergency Management Agency
2. Health Department
3. JFS
4. Sheriff's Office
5. Treasurer/Land Bank
6. Auditor
7. Recorder
8. Common Pleas Court
9. Juvenile/Probate Court
10. Domestic Relations Court
11. Sheriff's Office
12. Engineer's Office
13. Prosecutor's Office
14. Coroner's Office
15. Clerk of Courts
16. Facilities
17. Human Resources
18. Dog Shelter
19. Economic Development
20. Utilities
21. Regional Planning Commission
22. ADAMH
23. DD
24. Soil and Water
25. OSU Extension
26. Veterans Services
27. Historic Parks
28. Board of Elections
29. Major Crimes Unit
30. Education Service Center
31. Other Departments



Roundtable Checklist
August 6, 2020

- _____ Use the GEM module; share your appreciation of great work accomplished
- _____ Take Ethics, CyberSecurity, and Unlawful Harassment Training annually – include Cultural Competency and Service Skills Training in your plans
- _____ Provide examples of exceptional customer service to Carri Brown by email to carri.brown@fairfieldcountyohio.gov
- _____ Please be sure **HR** has all alternative policies approved by appointing authorities

2020 Required Training

Required Training for 2020 for All Fairfield County Employees

Ethics

- Unlawful Harassment
- Cyber Security

Courses that meet the 2020 policy manual training requirements include:

CORSA University offers:

- Sexual Harassment in the Workplace- 1 hour
- Ethical Behavior for Local Government- 1 hour

Ohio Ethics Commission offers:

- Ohio Ethics Law E-Course- 1 hour

KnowBe4 is the required cybersecurity training:

- Cyber Security- 1 hour

To Access these Course Options

To Log in to CORSA U go to <https://corsa.localgovu.com/login/#login>
Contact Todd.mccullough@fairfieldcountyohio.gov if you have any problems logging in to CORSA University or for Password resets.

Ohio Ethics Law E-Course can be found at
<https://ethics.ohio.gov/education/elearning/ecourses.html>
Google Chrome is the recommended Web browser
This is one-hour course. To receive your certificate, you must complete the course in one sitting.

KnowBe4 will be distributed by the Information Technology Department
09/16/2020
Contact Brian.plummer@fairfieldcountyohio.gov if you have any problems with KnowBe4



SERVE • CONNECT • PROTECT

2020 Recommended Training

Recommended Training Opportunities for Fairfield County Employees

Diversity and Inclusion

Available diversity and inclusion courses for employees include:

ServiceSkills

WACTEO Internal Customer Service Series

- Respect and Embrace Differences- 8 minutes

8 Keys to a More Respectful Workplace

- Champion Diversity- 12 minutes
- In Doubt? Find Out!- 10 minutes

Houndville Animated Workplace Series

- Customer Diversity: All Dogs Are Created Equal- 7 minutes
- Diversity in the Workplace: Dogiversity- 8 minutes

Corsa University

- Diversity in the Workplace- 1 Hour

To Access these Course Options

To log in to ServiceSkills go to <https://fairfieldcountyohio.serviceskills.net>

Contact Cassie.strickler@fairfieldcountyohio.gov if you have any problems logging in to ServiceSkills or for Password resets.

To Log in to CORSA U go to
<https://corsa.localgovu.com/login/#login>

Contact Todd.mccullough@fairfieldcountyohio.gov if you have any problems logging in to CORSA University or for Password resets.



SERVE • CONNECT • PROTECT

Wands & Wizards Virtual Trivia

Thursday, August 6 at 7:00 pm

Fun for the whole family!

We're going to meet in our virtual common rooms and use the magic of Zoom for this Wands and Wizards themed trivia event! Play by yourself or form your own team at home to answer these not-too-hard trivia questions about everyone's favorite wizarding world. Wear your House colors—or other wizardly attire—if you would like. One person from your team needs to register online at <https://fdlibrary.evanced.info/signup/eventdetails?eventid=4210&lib=0&return=> and provide an email address. A Zoom link for the event will be emailed to you. Find out if you are a first-year student, a Hogwarts teacher, or somewhere in between!

Wands & Wizards

To Go Bags For kids ages 6 to 12

Looking to add a little wizard themed magic to your summer? Register online at

<https://fdlibrary.evanced.info/signup/eventdetails?eventid=4211&lib=0&return=> for a Wands and Wizards To Go activity kit and pick up at any Fairfield County District Library location curbside from August 6 through the 8th! You will be able to make your own snitch to use in a quidditch game and make a paper owl puppet. Then, be a wizard scientist and discover what owls eat by dissecting an owl pellet! This activity kit is best for children ages 6 to 12 and supplies are limited.



THE EXTENSION CONNECTION

Highlights from OSU Extension in Fairfield County

July 2020

"The News" Blog

Fairfield County Extension professionals found a new way to stay connected during COVID -19. We created the "The News" blog which highlights our Lancaster Eagle Gazette weekly submissions and the biweekly submissions to the Towne Crier.

In addition, we also highlight the radio interviews used for the 88.9FM WLRV Farm Page which plays every Saturday morning at 7:00 a.m. Many of those interviews highlight our 4-H and FFA youth as well as local ag-related business and industry. We also try to educate clientele about things to do in the yard and garden, what's happening on the farm, and OSU Extension upcoming programs and events.

In the last 90 days the site has had over 2,507 views with 1,722 users. The average length of time a viewer spends on the site is 1 minute and 40 seconds. Obviously, our users have found something of interest in our efforts with this new blog. Interesting to note, the articles with the most social media activity included announcements regarding the Fairfield County Fair, interviews with 4-H youth and the on-line shopping experience at Lancaster Greenhouse interview. Given the success of this new attempt to stay connected during COVID-19, it is certainly a tool that we will continue to use. If you would like to connect with "The News,"

simply follow along at: <https://u.osu.edu/thenews/>

Family and Consumer Sciences

Manage Your Money Email Challenge

In January, the Manage Your Money email challenge was launched. This challenge walked 126 participants through the Manage Your Money curriculum. Each week, a new lesson was covered and supported by email messages that highlighted the learning objectives and included money management tips as well as a video presentation to help connect the week's information. The goal of the 6-week challenge was to improve financial literacy, while focusing on basic money management. A 3-month follow-up survey is currently being completed to evaluate the effectiveness of the program.



Food Preservation 101

Online webinar classes were presented by Jenny Lobb, FCS Educator, OSU Extension Franklin County assisted by Shannon Carter, FCS Educator, OSU Extension Fairfield



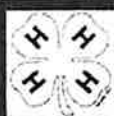
County and Melissa Sommers, Intern, OSU Extension Fairfield County. The classes covered all basic methods of food preservation including canning, freezing, drying and fermentation.



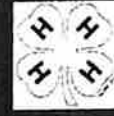
Summer Intern

Melissa Sommers, a senior at The Ohio State University, assisted with Family and Consumer Sciences programs this summer while expanding her knowledge of Extension and public needs. During her internship, she was able to assist at the Lancaster Farmers Market and Food Preservation webinars. She was able to interview professionals from Extension in Ohio and other states in order to learn about how Extension works across the nation. Melissa was also able to assist in creating virtual course content for SNAP-Ed classes.





4-H Happenings and News



4-H Day

On March 7, 2020, the 4-H Advisory Committee sponsored 4-H Day at the Fairfield County



Fairgrounds. This day is an open-house event that kicks-off the 4-H year and allows prospective and current 4-H members to experience "What is 4-H?" hands-on. Numerous clubs and 4-H members displayed project samples for visitors. These displays included animals and still projects as well as club displays with hands-on



activities such as cake decorating. The Camp Counselors, Fashion Nutrition Board, and Junior Leaders also had displays to provide information about county-wide opportunities. As families entered the event, family information was collected to help with club placement and potential members were given a Passport. As they visited different displays they were able to get the Passport stamped and earn a spin at the prize wheel. This year, over 140 families participated in 4-H Day with over 300 club referrals offered to potential new 4-H members.

With in-person ChickQuest being cancelled when schools were closed and the Stay-at-Home order was issued, Leslie Cooksey, 4-H Educator, developed an online, virtual opportunity to make sure students could still learn from home by utilizing Zoom and a private YouTube channel. Materials were shared with 50 teacher/parent contacts from 10 Ohio counties as well as in Texas and Illinois. In addition, 41 videos were posted with a total of 1825 hits to the YouTube channel. On the two hatching days, which were live streamed, there were over 400 check-ins.

Tractor Maintenance

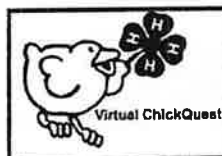
The county-wide Small Engine and Tractor Maintenance club organized in January 2020, with 31 members. Members were able to learn the parts of small engines and get hands-on experience with parts and tools in this specialized club experience.

Shooting Sports

Shooting Sports is a county-wide program that is designed to teach life skills to 4-H youth through the shooting sports curriculum and activities that will enable boys and girls to reach fullest potential as capable, caring and contributing citizens. Eighty youth members were able to complete the Archery discipline this January taught by trained 4-H certified instructors. Fairfield County also offers Hunting & Wildlife, Rifle, and Shotgun disciplines but these activities were cancelled for 2020 due to COVID-19.

Enrollment

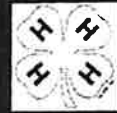
The 2020-21 4-H enrollment period closed on May 1, 2020, with 1181 youth members and 225 volunteers. With the Stay-at-Home order and continued in-person meeting restrictions, 4-H clubs met virtually through Zoom, Facebook and Google Meet with assistance from the Extension office as needed.



Fairfield County 4-H Member keeps a daily log of incubator temperature and humidity levels in preparation for virtual chick hatching!



4-H Happenings and News



Virtual 4-H Camp: Quarantined in Space

As with many of our summer events, our traditional 4-H camps which are normally held at Alley Park and Tar Hollow were cancelled. Thirty camp counselors stepped up to the challenge and created a virtual camp experience for our 4-H members. The *Quarantined in Space* camp experience was created as a mission-based blog open to members age 5 - 18 years old at no cost. One-hundred three members registered for camp and were placed in one of six groups based on their age. Each group consisted of 15-18 campers and 5-6 counselors so that youth were able to interact with peers, learn more about camp, and continue camp traditions even while meeting virtually. Groups were able to utilize Flipgrid to talk to each other and share their camp experiences.

Each day of the 10-day camp, campers were assigned missions to complete and add to a Space Log. This allowed them to track their activities. Once completed, the log was submitted to the Extension office. All members that completed and submitted their Space Log will receive a Camp Gift Packet that will contain space-themed materials and a camp t-shirt.

Counselors were able to host two live Zoom meetings to meet with the campers where they shared, created chants and made skits.



Summer Judging



Summer Judging, as with many events, was impacted by COVID-19 as well as the cancellation of the Ohio State Fair. In order to keep members safe, Summer Judging was moved to a virtual format with a few in-person options for those members without reliable internet service. Over four days of judging, 275 projects were judged with 19 interviews conducted in-person and 256 interviews conducted through Zoom.

Each member and a judge were hosted by an OSU team member. Members were able to share electronic presentations or simply display a poster board with their project information. Since this was a live virtual interview, members and judges were able to interact which allowed for a more in-depth evaluation of the project and created an environment more similar to normal in-person judging. Each judge selected *Outstanding of the Day* and *Honorable Mention of the Day* award recipients each day. These members will be recognized virtually with announcements hosted by our teen board members. In addition, a virtual style revue was created with individual videos of members in the outfits they put together for each of their clothing projects.



Ag & Natural Resources

Pesticide and Fertilizer recertification training classes were held on January 9th and February 20th. Participants were



able to complete the requirements necessary to renew their license with the Ohio Department of Agriculture. Fifty-six participants were able to renew their fertilizer license and fifty-two renewed their pesticide license.

The Fairfield County Local Foods Guide was updated in June. Please make sure you visit <https://fairfield.osu.edu/program-areas/agriculture-and-natural-resources/local-foods-guide> to check out the updates. We are always accepting updates and additions for review, visit go.osu.edu/FCLocalFoodsUpdate to let us know.



FAIRFIELD COUNTY LOCAL FOODS GUIDE



CFAES

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"This group is such a bright ray of sunshine! Thank you every-one and hope our clouds pass soon."

MGV Facebook Comment



Fairfield County Master Gardener Volunteers

Making a Difference for County Clientele

2019 Report

The value of MGV services in 2019

\$62,430

*Using the current national estimated dollar value of volunteer time of \$25.43 per hour, from Independent Sector

2455 hours

contributed by MGVS to OSUE and their communities

Project Teams Working at
Fairfield County Ag Center
A-HA Children's Museum
Fairfield Co. Fairgrounds Broad Street
Friends of Wagnall's Gardens
Green Machine Gardeners
Helping Hands In The Garden for Cancer Patients
Sherman House Gardens
Tranquility Garden at FMC



240 hours

Continuing education training

368 hours

were given back to MGV Teaching, Newsletter and Social Media Education

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New Master Gardener Volunteers trained

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Master Gardener Program

Master Gardener Volunteers were not able to be in the public gardens nor meet in-person during the Stay-at-Home order, but they were able to attend several Virtual Lunch and Learn webinars. These educational opportunities included programs ranging from pests and flowers to gardens and trees and herbs and were presented by experts in those fields.



Master Gardener Program—Sharing Garden Smiles...by the Numbers

One way the Fairfield County Master Gardeners found to stay connected during the COVID-19 Stay at Home order was by sharing SMILES from our gardens. The SMILE Challenge was posted to the Fairfield County Master Gardener Facebook Group page on March 21, 2020. The MGV Coordinator request was very simple...look around you and find something that made you SMILE today. Since March 21, our Facebook group has increased the number of followers from 111 to 201 and increase of 81%. In addition, our group has had over 2,000 engagements and an increase of 63% in activity and education.



We have shared blooming plants in our gardens, offered educational guidance and provided information. You do not have to be a Master Gardener to join the group, you simply need to enjoy gardening and be respectful in your postings within the group.



A little bit of history, our Facebook MGV group page started in late January of 2019. We have five active MGV administrators. We have rules: Be Kind and Courteous. No Hate Speech or Bullying. No Promotions or Spam. Respect Everyone. We do ask a couple of membership questions: How long have you had an interest in gardening? Would you like to learn more about

the Master Gardener Program? Once the questions are answered, approval for membership is given by one the administrators. We currently have over 200 followers. It has been a very easy process and works very well for the Master Gardener Volunteers in Fairfield County.

In conclusion, from the Facebook Group Insight page we were able to see posts on Monday and Wednesday were the most viewed and the peak times for viewing was early in the morning (5 a.m. and late in the day, 8-10 p.m.). More importantly, the impact sharing of our Garden Smiles was amazing. We have shared learning opportunities, identified plants, and even invited our Soil and Water friends to share information during April's Native Plant month. More importantly we have seen MGV's



spring blooming gardens in full glory, weeds we wish we did not have, blooming houseplants, our favorite container combinations and even our pillowcase city gardens trying to keep away Mother Nature's chill. The true blessing of this group event has not really been the increase in activity, but sharing lots of great gardening experiences and plants, we would have never shared had it not been for COVID-19 and our time at home to share our world and our SMILES with others.

Respectfully submitted,

Connie Smith, Master Gardener Coordinator, Fairfield County





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.



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COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

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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, visit: cfaes.osu.edu/accessibility



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

HB 481 CARES Act Eligible Expenditures

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

2020-06.09.u

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


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

2020-06.16.a

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

2020-06.16.b

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




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HB 481 CARES Act Eligible Expenditures

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

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



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HB 481 CARES Act Eligible Expenditures

2020-07.07.a

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

This resolution approved appropriations and identified priorities. The resolution included documentation from the Sheriff's Office identifying specific positions and noting duties that justified the substantially different classification. The positions noted are the substantially dedicated positions.

2020-07.14.c


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

This resolution expanded upon 2020-07.07.a.

2020-07.21.d

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

This resolution expanded upon 2020-07.07.a.



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HB 481 CARES Act Eligible Expenditures

Substantial Dedication of Public Safety Employees


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

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

Justification for this decision is based on the US Treasury guidance and the opinion of the Fairfield County Prosecutor. The presumption for public safety employees complies with the federal legislation.

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

In addition, there are multiple notations in the US Treasury guidance about this presumption.



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HB 481 CARES Act Eligible Expenditures

Substantially Different Work

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

For public safety employees, the substantially different classification was shown in a letter from the Sheriff's Office. The letter identified specific positions and described duties that justified the substantially different classification. The positions noted in the letter were the substantially dedicated positions.

For facilities employees, the substantially different work relates to overtime for COVID-19 relating sanitation or preparation of safeguarding measures, such as the creation of plexiglass barriers. This overtime was previously unbudgeted.



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HB 481 CARES Act Eligible Expenditures

Time and Effort


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

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

Fairfield County maintains timesheets by person.

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

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



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8/6/2020


HB 481 CARES Act Eligible Expenditures

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

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

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

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



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HB 481 CARES Act Eligible Expenditures

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HB 481 CARES Act Eligible Expenditures

1,603,084.79	Amount spent on payroll for public safety employees
50,344.25	Amount spent to improve telework capabilities of public employees
24,420.48	Amount spent on public health expenses
1,677,849.52	Total Distribution HB 481, to date



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HB 481 CARES Act Eligible Expenditures - Report

The first report to the state is due October 6 and will cover a report of expenditures from March 1, 2020, through September 30, 2020.

(The main categories in the previous slide are included in the US Treasury communication of July 2, 2020, which outlines reporting requirements.)


The current, full amount of the county CARES Act distribution from HB 481 has been dedicated to eligible expenditures.

We will continue to track eligible expenses even if not charged to help with contingency plans.

As of July 31, 2020, there was an additional amount (\$348,542.60) of public safety expenditures eligible but not charged, and an additional amount (\$410.58) for public health expenditures.

Other reviewed priorities include Meals on Wheels services (which we will support financially and submit for reimbursement with the CARES Act or Stafford Act processes), a small business grant program (to potentially supplement the new loan programs), a PRC type program, and other public health or teleworking expenditures. As in the past, we will purchase PPE as needed and will seek reimbursement as possible. We also have plans for disinfection equipment connected with the HVAC systems, and will evaluate the project more if we have resources to proceed with this effort. At this point we are in the evaluation stage and hope for additional resources.

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



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HB 481 CARES Act Eligible Expenditures

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Expenditures will continue to be approved by the Commissioners in open, public meeting.




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Questions






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Rapid Fire News

Dr. Carri Brown




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Rapid Fire News

- BRAVO to Crissy Devine!
- What have we done to accomplish the mission...
- 2021 Budget
- CARES Act and related funding updates
- Required Trainings
- Review of Packet & Checklist

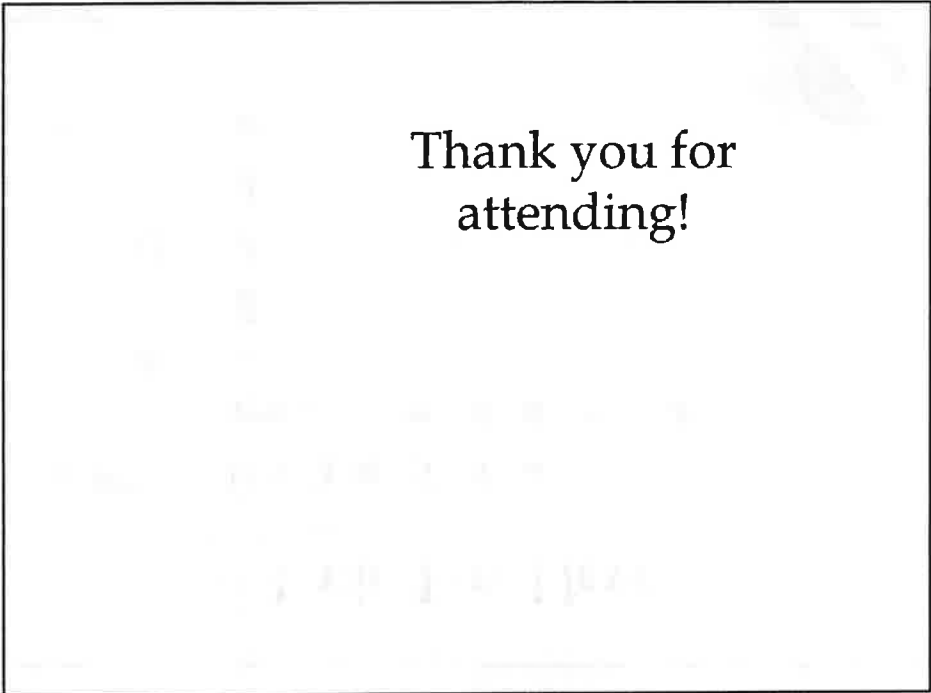


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1




2

8/6/2020

COVID-19 Update

Jon Kochis & Larry Hanna



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Department Updates

All Participants



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Leadership Conference

Dr. Carri Brown




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Budget Update

Dr. Carri Brown




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8/6/2020

2020 Quarter 2

July 1, 2020




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Objectives

- Review public records request data
- Review estimated & actual data of the general fund
- Highlight issues to watch
- Provide a forum for open discussion
- Receive input & feedback on format of presentation



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Public Records Request Log

- The Commission maintains a log
- Commission departments are included –
All departments are invited to use the log
- Some departments, such as JFS, keep their own log for efficiency
- *Logs are considered a good management tool & “best practice” by the State Auditor & Attorney General - scorecard coming*



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Commission Public Record Log

• 2015	41
• 2016	25
• 2017	53
• 2018	22
• 2019	16
• 2020	8



Response time (median, mode, and mean)
1.8 days for 2020; same day service on average



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8/6/2020

Questions About Public Records



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General Fund Quarter 2 YTD Revenues			
2019		2020	
Property Taxes	4,790,529	Property Taxes	5,648,577
Homestead Rollback	546,602	Homestead Rollback	636,306
Delinquent Tax Arrears	1,001,111	Delinquent Tax Arrears	1,570,382
Sales & Use Tax	10,889,622	Sales & Use Tax	11,208,025
Local Government	687,607	Local Government	627,618
Investment Income	1,111,111	Investment Earnings	1,043,657
Fees & Charges for Services	2,359,226	Fees & Charges for Services	3,061,849
Title Insurance, Transfer of Funds, Transfers	1,111,111	Fund Surplus & Unclaimed	0
Total GRF Revenue	22,822,364	Total GRF Revenue	24,720,055

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General Fund – Revenues

- Revenues as of Q2 were \$24.7 M, or 8.3% above the previous year
- 58% of estimates (above target)
- Categories with decreases are casino revenues, investment earnings, local government funds (all previously discussed)
- Sales tax collections for 6 months increased 2.92%
- Property tax collections increased 18.01%
- Conveyance fees increased 9.04%
- Fees and Charges increased 28.76%




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Sales Tax Rate

- Fairfield County's rate has not increased since January 1, 2010
- Fairfield – 6.75%
- Hocking, Licking, Perry, Ross, & Pickaway – 7.25%
- Franklin – 7.50%



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8/6/2020

Expenditures – as of Q2

- 2019 Expenditures \$25.40 M
- 2020 Expenditures \$25.10 M

About a 1.2% decrease in expenditures (delays in some capital expenditures; compliance with parameters during the pandemic)




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Items to Watch

- Ongoing monitoring of all categories
- No adjustments are *necessary* now
- 27 pays in 2020



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Items to Watch

- All pandemic related factors
- Planning Tool
- Franklin County case
- Health benefits
- State Budget
 - Decrease in attorney fee reimbursement ?
 - Other decreases



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Prepare

- No new employees - hiring freeze
- No change in salaries
- Comp plan utilization
- Careful monitoring
- Mid-2021 review possibility




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8/6/2020

July 2020 (July 2019)

- Revenues ÷ \$28.8 M (25.8 M)
 - Includes memo receipts for reimbursements of eligible CARES Act expenses (would have increased anyway)
- Expenditures = \$29.5 M (29.7 M)





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Questions





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