

Regular Meeting #43 - 2020
Fairfield County Commissioners' Office
September 29, 2020

Review

The Commissioners met at 9:01 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Amy Brown-Thompson, Joshua Horacek, Jon Kochis, Chief Lape, Jeff Porter, Chris Wagner, Judge Terre Vandervoort., Janet Stout, and the Guardianship Services Board staff. Joining via teleconference were Jim Bahnsen, CJ Roberts, David Miller, Mark Conrad, Michael Kaper, Nikki Drake, Jon Slater, Stephanie Fyffe, Dennis Keller, Aunie Cordle, Rick Szabrak, Larry Hanna,

- Welcome

Commissioner Davis welcomed everyone to the meeting.

Mr. Davis stated that if there are department leaders who are not transforming their models and still doing things the way they were done five to ten years ago, they are lost and not paying attention. He alerted individuals to the fact that the Commissioners would like to see progress and transformation. If they are not seeing this, they will be concerned with the budgets presented by departments who are not seeking transformational change in support of improved services for the public.

- COVID-19 Update

Jon Kochis, EMA Director, and others provided an update on the COVID-19 responses. He reviewed the indicators that Fairfield County is hitting, with the indicators being close to the yellow level.

Mr. Davis stated he would like the county to be mindful of the future, all the way to the vaccine. He asked what Mr. Kochis is hearing about mandated vaccinations and the administration of the process.

Mr. Kochis replied that he does believe there will be certain sectors that require a vaccine. Examples might include those in healthcare environments so that employees in those environments can do jobs they might not otherwise be able to perform.

Mr. Davis stated that all employers will need to make decisions as to whether they have employees who should be vaccinated due to the services they offer.

Mr. Kochis added they are moving ahead in planning for the vaccination distribution.

Mr. Levacy commented on the security question involving 911 systems that have been taken down in the last day due to ransomware. He asked if there were plans in place should this happen.

Mr. Kochis replied that they do have plans and have experienced local outages before. Joe Morris in the Sheriff's Office is constantly keeping the plan up to date.

Mr. Fix asked how the schools were doing.

Mr. Kochis replied the Health Department tracks data and numbers are relatively low.

Ms. Fyffe reported there were 5 student cases and 2 staff cases for the week of the 14th. Reporting is a week behind. They are planning a flu vaccine clinic on October 21st from 12-7p. They have 500 doses, and it will be completely free. This will be an exercise for the COVID vaccine campaign.

Mr. Hanna stated he has not heard any discussion with ODH regarding mandated vaccines. He stated this question will be dependent on the number willing to take the vaccine. There are vaccine mandates for kids going to school, so mandates would not be a new thing altogether.

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The guidance for Halloween from the state was reviewed last week. The Health Department issued guidance locally, and Larry Hanna and Stefanie Fyffe reviewed the guidance. The Commission need take no action about Halloween procedures, but we are communication partners.

The state also provided guidance online to help businesses gauge their indoor air quality and ways to improve it, which could include updates to ventilation systems. We in the county communicated our plan to all employees by email, and we have discussed the plan for the HVAC upgrades, documented with independent evidence on its reasonableness, in public meetings.

Basic safeguarding measures (distancing, wearing masks, and washing hands) continue to be very important.

Dr. Brown added that in a new effort to help mitigate the spread of COVID-19, a network across Ohio is studying samples of wastewater to look for the presence of gene copies/fragments of the virus that causes the disease.

The initiative is a collaboration between the Ohio Department of Health (ODH), the Ohio Environmental Protection Agency (Ohio EPA), the U.S. Environmental Protection Agency (U.S. EPA), the Ohio Water Resources Center (Ohio WRC) at The Ohio State University, and other participating universities, including The University of Toledo, Kent State University, and The University of Akron.

As the network expands, sampling and analysis will include other universities with laboratory capabilities.

<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/dashboards/wastewater>

- Legal Update

Mr. Horacek did not have a legal update.

- CARES Act Funds

SB357 was folded into HB 614, and Fairfield County anticipates about \$5.6 M of CARES Act resources based on the state's distribution per population statistics. (HB 614 also requires the Auditor of State to review and recommend actions for ODJFS to modernize and improve the processing of unemployment claims and requires the state to create a template for workforce-education partnerships. It also extends the deadline for the application for concealed handgun licenses to approximately June 30, 2021.)

Dr. Brown reviewed the planning tool, which was in the review packet. It showed expenditures in queue for the CARES Act resources.

There are multiple placeholders for grants, services, and equipment. We will monitor equipment purchases and uses made by subrecipients, or which prospective examples include the Health Department, MCJDC, and Fairfield Medical Center.

For departments who are purchasing equipment, such as COVID-19 precautionary vehicles and technological equipment for technology, we will request each department maintain a chart for the equipment. Even though we do not expect the Federal government will want any of the equipment back, we do want to maintain information about the ongoing use of the equipment.

The Commissioners reviewed the plan and agreed with the approaches. A resolution for appropriations was on the voting agenda.

As more information is known, the plans will be updated.

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The CARES Act Funds agenda item will remain at least through the end of the year and likely through the first part of 2021.

Guardianship Services Board Update

The Commissioners met at 9:25 a.m. for an update on the Guardianship Services Board. 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, Joshua Horacek, Jon Kochis, Chief Lape, Jeff Porter, Chris Wagner, Judge Terre Vandervoort, Janet Stout, Ray Stemen, and the Guardianship Services Board staff. Joining via teleconference were Jim Bahnsen, CJ Roberts, David Miller, Mark Conrad, Michael Kaper, Logan Weaver, Jeremiah Upp, Nikki Drake, Jon Slater, Stephanie Fyffe, Dennis Keller, Aunie Cordle, Rick Szabrak, Larry Hanna, and others.

Judge Vandervoort and members of her staff provided an update on the Guardianship Services Board. Please see the attached presentation answering the Commissioners' questions throughout the presentation.

Judge Vandervoort established the Guardianship Services Board for 2020 operations.

A three-member board appointed by Judge Vandervoort, the ADAMH Board, and the DD Board governs services to help ensure treatment of any person (adult) who is under the care of the county ADAMH Board, DD Board, or other guardianships.

Treatment includes involuntary commitment proceedings and the establishment and management of adult guardianships, including all associated expenses, for wards who are under care. Contracts are established for the receipt of funds from ADAMH, DD, COAAA, and Fairfield Medical Center.

In 2020, estimates for revenues were:

COAAA - \$30,000

DD - \$44,000

ADAMH - \$44,000

FMC - \$44,000

Commissioners (General Fund) - \$39,000

And a transfer from the Probate Court Indigent Fund - \$47,000.

In general, there are in-kind contributions from the county, as well, such as office space at the Records Center and technological infrastructure. The plan for 2020 is fully funding the operations.

The update from the Guardianship Services Board showed how these pooled resources are making a difference with the additional services provided. Three employees (two case managers and a supervisor) are employed by the Guardianship Services Board, which is part of the county reporting entity and accounted for within a special revenue fund aligned with Probate Court. We have a placeholder in ensuring budget years to continue the county contribution for the effort. \$44,000, or equal shares, is recommended for 2021.

Mr. Davis asked about the county's contribution. Judge Vandervoort and Dr. Brown explained that contribution in further detail.

Mr. Levacy asked about children aging out of protective services needing to be cared for in the Guardianship Services Board.

Judge Vandervoort replied those would mainly be the developmentally disabled youth who have an unsafe situation, as opposed to the full population of kids aging out.

Mr. Fix thanked Judge Vandervoort for her leadership. He asked how many other counties have a program like this.

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Judge Vandervoort replied that Delaware County was close in having their structure set up, but they were not accepting cases pre-COVID. They are receiving calls from other counties regarding structure.

Mr. Fix asked how the community knows about this program.

Judge Vandervoort replied that the service providers are connected. Most referrals come from FMC.

Dr. Brown applauded the team and suggested that the program be nominated for an achievement award because it has expanded critical services, is a good example of collaboration, and is scalable. She offered to mentor a court representative on this process.

Review Continued

The Commissioners met at 10:00 a.m. to continue review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Amy Brown-Thompson, Joshua Horacek, Jon Kochis, Chief Lape, Jeff Porter, Chris Wagner. Joining via teleconference were Jim Bahnsen, CJ Roberts, David Miller, Mark Conrad, Michael Kaper, Nikki Drake, Jon Slater, Stephanie Fyffe, Dennis Keller, Aunie Cordle, Rick Szabrak, Larry Hanna.

a. Highlights of Resolutions

Dr. Brown reviewed 22 resolutions for the voting meeting.

There were six resolutions for agreements or codified processes.

We had a resolution to approve the annexation of 10.155 +/- acres from Bloom Township to the Village of Lithopolis, Expedited Type II, pursuant to ORC 709.023, Annexation of Land by James Ryan, Kendra Ryan, and Rex Williams.

We also had a resolution to approve a change order for the WAL-38, FAI-TR473-0.57 South Bank Road over a Tributary to Buckeye Lake Bridge Replacement Project. The change order language was in the review packet; the language related to the expected date of the project completion and a road closure in November.

We also had three change orders proposed by RPC for CDBG projects. The projects are progressing as expected.

We had a resolution to formalize the use of the Workforce Center by the ESC for the purposes of the Career Navigators. The agreement for this was approved by the County Prosecutor to form and was already approved by ESC. This is a good partnership that promotes the overall objectives of career readiness for our county's youth.

There were 16 *financial and grant related resolutions* to approve:

- *Rescinding* a resolution from the Dog Shelter to place a copier on GovDeals.Com for internet auction because the County Engineer would like to use the copier (and this was not known earlier);
- Interest allocations to separate political subdivisions for August;
- A resolution to submit drainage improvement estimates, with the estimates from the County Engineer (we received information about adjustments expected in 2021);

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- An account to account transfer of appropriations to further a technology purchase for the courts supported by a state grant, and account to account transfers for the Prosecutor and Sheriff (four resolutions);
- The repayment of an advance by JFS;
- A resolution to approve the new RLF program with the new loans to support businesses impacted by the pandemic;
- A resolution for appropriations from unappropriated funds for the CARES Act related special revenue fund, based on HB 416;
- A resolution authorizing Jeremiah D. Upp, Fairfield County Engineer, to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required;
- Appropriations for MCU, FCAFC, and Utilities (four resolutions); and
- The payment of bills over \$100,000, with this list being for the payment of seven vehicles for the County Sheriff.

In queue, there were financial and contracting resolutions at various stages of progress.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, September 29, 2020, beginning at 10:02 a.m., with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Amy Brown-Thompson, Joshua Horacek, Jon Kochis, Chris Wagner, Todd McCullough, Cassie Strickler, Jeff Porter, and Ray Stemen. Joining via teleconference were Jim Bahnsen, Aunie Cordle, Temple Custer-Gagni, David Miller, Dennis Keller, Jeremiah Upp, Logan Weaver, Mark Conrad, Michael Kaper, Nikki Drake, Rick Szabrak, Jon Slater, Stephanie Fyffe, and Tony Vogel,

Pledge of Allegiance

Commissioner Davis led everyone in the pledge of allegiance.

Announcements

Commissioner Davis asked if there were any announcements.

Public Comment

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

Approval of Minutes for Tuesday, September 22, 2020 and Thursday, September 24, 2020

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the minutes for the Tuesday, September 22, 2020 and Thursday, September 24, 2020 Regular Meetings.

Roll call vote of the motion resulted as follows:

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

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Approval of the Commissioners' Resolutions

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

- 2020-09.29.a A resolution to approve the annexation of 10.155 +/- acres from Bloom Township to the Village of Lithopolis, Expedited Type II, pursuant to ORC 709.023, Annexation of Land by James Ryan, Kendra Ryan, and Rex Williams. [Commissioners]
- 2020-09.29.b A resolution to approve a memo expense for interest allocation reimbursements for Fairfield Department of Health, Fairfield County Parks, & Fairfield County Port Authority – Fund #7012, #7321, #7308, & #7865 – Fairfield County Commissioners [Commissioners]
- 2020-09.29.c A resolution approving an account to account transfer in major object expense category, General Fund# 1001 – Fairfield County Commissioners [Commissioners]
- 2020-09.29.d A resolution authorizing uses of state provided funds connected with HB 416 (formerly SB 357) relating to the Coronavirus Aid, Relief, and Economic Stability (CARES) Act funding and approving appropriations from unappropriated funds for the County Coronavirus Relief Fund, #2868 [Commissioners]

Discussion: Dr. Brown thanked state and federal partners for the CARES Act resources. Mr. Davis stated he didn't know where the county would be without Dr. Brown's skillset, passion, and work ethic. Mr. Fix added that Dr. Brown worked incredibly hard with a truly extraordinary effort and results. Mr. Levacy agreed.

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

Approval of the Dog Shelter Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Dog Shelter resolution to approve to rescind resolution #2020-09.22.h authorizing the disposal of a copier by internet auction with Gov Deals, Inc.; see resolution 2020-09.29.e.

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

Approval of the Economic Development Resolutions

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

- 2020-09.29.f A resolution approving a Memorandum of Understanding between Fairfield County Commissioners and Fairfield County Educational Service Center for use of Workforce Center. [Economic & Workforce Development]
- 2020-09.29.g A resolution to approve the Fairfield County CARESACT Recovery Assistance Revolving Loan Fund Plan and Addendum. [Economic & Workforce Development]

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

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Approval of the Engineer's Office Resolutions

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

- 2020-09.29.h A resolution to approve a Change Order for the WAL-38, FAI-TR473-0.57 South Bank Road over a Tributary to Buckeye Lake Bridge Replacement Project. [Engineer]
- 2020-09.29.i A resolution authorizing Jeremiah D. Upp, Fairfield County Engineer, to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute contracts as required. [Engineer]
- 2020-09.29.j A Resolution to Submit Drainage Improvement Estimates. [Engineer]

Roll call vote of the motion resulted as follows:

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

Approval of the Family, Adult, and Children First Council Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Family, Adult, and Children First Council resolution to appropriate from unappropriated funds in a major category expense for the Fund #8160; see resolution 2020-09.29.k.

Roll call vote of the motion resulted as follows:

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

Approval of JFS Resolution

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the JFS resolution authorizing the approval of repayment of an advance to the General Fund from Sub-Fund #8185 Kinnect, Fairfield County Child Protective Services (CPS) division; see resolution 2020-09.29.l.

Roll call vote of the motion resulted as follows:

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

Approval of the Major Crimes Unit Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Major Crimes Unit resolutions:

- 2020-09.29.m A resolution to decrease appropriations in a major expenditure object category 7829 JAG Major Crimes Unit [Sheriff - Major Crimes Unit]
- 2020-09.29.n A resolution to approve additional appropriations by appropriating from unappropriated into a major expense object category – Fund # 7829, JAG grant – Major Crimes Unit [Sheriff - Major Crimes Unit]

Roll call vote of the motion resulted as follows:

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

Approval of the Regional Planning Commission Resolutions

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the following Regional Planning Commission resolutions:

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- 2020-09.29.o A resolution authorizing approval of change order #2 for the Fairfield County CDBG – the Village of Millersport FY2018 CDBG Storm Sewer Improvement Project [Regional Planning Commission]

- 2020-09.29.p A resolution authorizing approval of change order #3 for the Fairfield County CDBG – the Village of Millersport FY2018 CDBG Sidewalk Improvement Project [Regional Planning Commission]

- 2020-09.29.q A resolution authorizing approval of change order #3 for the Fairfield County CDBG – the Village of Millersport FY2018 CDBG Paving Projects [Regional Planning Commission]

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

Approval of the Sheriff's Office Resolutions

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

- 2020-09.29.r A resolution approving an account to account transfer Fund 2503 [Sheriff]

- 2020-09.29.s A resolution approving an account to account transfer Fund 1001 [Sheriff]

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

Approval of the Utilities Resolutions

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

- 2020-09.29.t A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5841 Greenfield Water Admin [Utilities]
[Utilities]

- 2020-09.29.u A resolution to appropriate from unappropriated in a major expenditure object category Utilities Fund 5842 Greenfield Sewer Admin [Utilities]
[Utilities]

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

Approval of the Payment of Bills

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to approve the Payment of Bills resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval; see resolution 2020-09.29.v.

Discussion: Dr. Brown stated this was for seven new Sheriff's vehicles that were a planned purchase. The invoice is being paid now because the vehicles were just received.

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

Review Continued

The Commissioners met at 10:13 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri

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Brown, Rachel Elsea, Amy Brown-Thompson, Joshua Horacek, Jon Kochis, Jeff Porter, Todd McCullough, Cassie Strickler, and Ray Stemen. Joining via teleconference were Jim Bahnsen, Aunie Cordle, Temple Custer-Gagni, David Miller, Dennis Keller, Jeremiah Upp, Logan Weaver, Mark Conrad, Nikki Drake, Jon Slater, Stephanie Fyffe, and Tony Vogel.

- Administration and Budget Update/Carri's List

- a. Announcements & Date Reminders

- Announcements

- Anyone can email or text a question anytime:

- Carri.Brown@FairfieldCountyOhio.gov or (740) 777-8552

- The Commissioners' State of the County Addresses (videos) were posted and emailed on September 23.

- Date Reminders

- October 5 – HVAC Training to be held at the Workforce Center

- October 13 - Budget Hearings Begin

- October 16 – Offices Closed

- October 20 – Wear purple to support those recovering from domestic violence; send pictures to snixon-stoughton@lancasterlh.org

- October 27 – Tour MAGNA

- b. Administrative Approvals, Program, & Budget Update

- Administrative Approvals and Update

- The review packet contained a list of *administrative approvals*

- Dr. Brown highlighted some of the approvals. Of note this past week were approvals for the previously discussed and envisioned CARES Act related agreements for services, such as the MOU with Meals on Wheels for emergency, shelf-stable meals; the contract with Dynamix for the HVAC UV light upgrades, following the RFP process proactively taken; and the agreement with Fireproof Records for digitizing records at Probate Court.

- Also, the agreement with Prime AE to provide consulting services to update subdivision regulations was approved.

- Thank you to the County Engineer and RPC for their work and cooperation on this effort.

- Planning for Support of Clean Ohio Greenspace Applications

- Dr. Brown reported that on September 25, an administrative meeting with Jonathan F., Joshua H., and James M. to review the process for providing county indications of support for potential Clean Ohio Greenspace Applications to the Natural Resources Assistance Council; the Ohio Public Works Commission ultimately makes grants to non-profit land trusts, as well as to political subdivisions, such as Parks Districts. The support for funding is expected to be competitive, and there are some complexities with land trusts.

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Land trusts need to obtain Board of Commissioners support for their applications. The support is to show alignment with the county land use plan, other plans, and general consistency with what is known about land use and the proposed project.

RPC will serve as the hub for such requests for support, as they will review the application to assess if the project is consistent with the land use plan, review the application with other political subdivisions as needed, and review with Utilities, the County Engineer, and Economic Development to generally assess the impact of the proposed project. This will be a part of the RPC subject matter expert review.

The SWCD will also conduct a review for technical aspects. Once the RPC and SWCD have conducted their subject matter expert reviews and once they have no objections, the application can be presented for a resolution to demonstrate Commission support.

The Commission is not limited to the number of projects they can support within this process.

As part of the process, the land trust will provide a cover letter outlining their request, a description of their project, their understanding that RPC and the SWCD will be conducting subject matter expert reviews, a list of their organizational leadership (such as a list of their board of directors), as well their affirmations that they will follow all state of Ohio laws, local (county, township, or any other local entity's) rules and regulations, and funding terms and conditions.

RPC and the SWCD are coordinating to prepare a checklist to help with subject matter expert reviews and communications with the land trusts. They will meet separately to follow up on the checklist and communication to land trusts.

Ultimately, the Commission resolution will be placed on a regular voting agenda on a Tuesday, if the cover letter and subject matter expert reviews are received prior to the Friday that precedes that Tuesday.

The cover letter and reviews will be placed in CRMS along with the draft resolution. As always, the Commission meetings are public meetings where questions can be posed.

Budget Update

Budget hearings are already scheduled. They begin on October 13.

As discussed above, we have received confirmation of the CARES Act revenues to support eligible expenses for mitigating and responding to the pandemic.

We have enough information to finalize the approval of the restoration of the merit-based increases in accordance with the county policy manual, at 1%, 2%, or 3% based on performance assessments conducted by supervisors. Draft communication for all employees has been prepared on this topic, as well as other related topics.

Motion to formally restore the budget parameter of merit-based increases aligned with the county policy manual, at 1%, 2%, or 3% based on performance assessments conducted by supervisors.

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted to formally restore the budget parameter of merit-based increases aligned with the county policy manual, at 1%, 2%, or 3% based on performance assessments conducted by supervisors.

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Discussion:

Mr. Davis stated the Commission was hopeful they would be in the situation to make this motion. Prudence awaited the passage of HB614. He is thankful the county is in the position they are in.

Dr. Brown stated they would send guidance out to all employees.

Roll call vote of the motion resulted as follows:

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

Energy Conservation Projects & Energy Aggregation

The review packet contained the energy savings report from the 2014 Phase 1 Energy Project. Looking at the August 2020, our total savings over six years for electric and gas has been \$595, 192.45, or almost \$100,000 annually.

Some of this savings is attributed to our energy aggregation purchase and our control of costs of commodities. We are now in process of the bidding for our next electricity contract. That process is led by CCAO partner, Palmer Energy. As in times past, the bids will need to be refreshed, and we will need to proceed quickly to obtain the lowest price.

Motion to authorize Dr. Carri Brown, County Administrator, to approve and sign all necessary documents to complete the bidding and contracting processes for the purchase of commodities of energy in concert with Palmer Energy, our CCAO partner, as long as the contracts have been approved to form by legal counsel.

On the motion of Jeff Fix and the second of Dave Levacy, the Board of Commissioners voted authorize Dr. Carri Brown, County Administrator, to approve and sign all necessary documents to complete the bidding and contracting processes for the purchase of commodities of energy in concert with Palmer Energy, our CCAO partner, as long as the contracts have been approved to form by legal counsel.

Roll call vote of the motion resulted as follows:

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

Dr. Brown will update the Commissioners as usual once the contracts have been renegotiated. The current contract does not end until May of 2021, and we will be making sure the contract language is all appropriate. We will invite Palmer Energy representatives to join our virtual meeting for an update, too.

Also, we have a placeholder for the Phase 2 Energy Project for 2021. That project includes multiple upgrades and building improvements for the Administrative Courthouse.

c. BRAVOS

We continue to celebrate our partnership with Ohio University, Hocking College, and MAGNA. At the Workforce Center, the robots (for training) are arriving now. We have a picture we can show of a robot. Thanks to Rick Szabrak, Mark Conrad, and Dennis Keller, and many others for the planning thus far. As reported previously, on October 5, HVAC training will be held at the Workforce Center.

- **Old Business**

- a. CCAO Solar Program Update

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CCAO reported 50 counties have issues letters of intent to participate in the solar power purchase program. Everyone seems encouraged about the potential of this project to hedge against energy inflation and to be beneficial to the environment. The CCAO RFP for the project is planned for October.

b. Virtual Leadership Conference Debriefing

On September 24, 2020, we held our virtual Leadership Conference. More than 100 employees were able to obtain the three required county trainings and additional CORSA sponsored training. Thanks to everyone who attended and to everyone who helped with the planning. Rachel Elsea did a great job organizing the technology for the event. There were no problems.

Employees commented that they appreciated the efficiency of the day, even though they missed being together. Several employees (some newer employees) commented on how much they appreciated the opportunity for the training and were impressed with how the training could be conducted so swiftly. Each supervisor is responsible to ensure employees take the required training (cybersecurity, unlawful harassment, and ethics). There may be other required positions based on a position, but these are the requirements for all employees.

The Leadership Conference is one opportunity for the three county required trainings, but there are many other online and in-person opportunities. All Commissioners, senior executives, and those who report to the County Administrator have taken the three county required trainings for the year. (Elected officials, or designees, must also take public records training during each of their terms. This is offered online, and Commissioners are up to date on this training.)

There are additional training opportunities, such as with Services Skills. Some departments have noted specific required courses; others have suggested taking three courses by the end of the year which will help with managers being able to make appropriate assignments. We maintain copies of the training certificates from Service Skills for evaluations. Service Skills focuses on essential customer service, communication, and cultural competency skills.

During the Leadership Conference, Dr. Brown announced the NACo High Performance Leadership academy as an opportunity for 2021. We have 10 interested employees already.

c. MCJDC Contribution

Mr. Davis stated that had the MCJDC negotiations not occurred over the last several years, with participation from all Commissioners, there would not be seeing \$2,000,000 in savings over time. He commented that the Commissioners' salaries together did not equal that amount.

Mr. Fix stated that Mr. Davis' leadership was a huge contributor and that he did a fabulous job.

Dr. Brown also thanked Judge Vandervoort for her vision. The reduction of youth at MCJDC and the improved practices that better serve youth set a foundation for savings in this area and allow for a stronger community.

Commissioner Levacy agreed.

Human Resources Update

The Commissioners met at 10:00 a.m. for an update from Human Resources. 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, Joshua Horacek, Ray Stemen, Todd McCullough, Cassie Strickler, and Chris Wagner. Joining

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via teleconference were Jim Bahnsen, Aunie Cordle, David Miller, Dennis Keller, Jeremiah Upp, Logan Weaver, Nikki Drake, Jon Slater, and Tony Vogel.

Mr. Jeff Porter, HR Director, provided an update on the county health benefits plan, the Mobile Wallet communications for plan participants, and the NEO Gov module for Human Resources. We expect to use wellness dollars this year to support an ongoing health advocate program for employees.

Mr. Porter stated a 0% increase is projected for 2021 with no changes in services covered/provided.

Mr. Porter reviewed the pharmacy rebates this year. For a little more than two years, the rebates have totaled \$300,000.

We will also be doing a simplified open enrollment process this year. Only if there are changes or flexible spending will employees need to enter data in the system.

Flu shots are on schedule for October. There will be multiple locations for flu shots.

Mr. Porter thanked the Commission and multiple employees who have made progress possible in Human Resources. The Commissioners thanked Mr. Porter and the HR team for all their work to manage the health benefits plan.

We expect to have no increase in the health benefits plan for 2021; we have no plan design changes, and we are able to have a second holiday or waiver of the employee share, based on the health of the internal service fund for insurance and based on the health of the general fund.

A one-month contribution to the self-funded insurance fund from employees amounts to about \$250K, and with the worst-case scenario relating to claims, the general fund could be called upon to support bridge funding, but it is more likely we will be able to manage the waiver based on timing of administrative fees being paid to the general fund.

Mr. Levacy applauded the work Mr. Porter has done to keep rates low.

Mr. Porter thanked him and stated this was a county wide group effort.

Mr. Fix stated the insurance he has access to through his private sector job is nowhere near what Fairfield County has to offer. He thanked Mr. Porter and his team for the amazing results.

Motion to approve flat rates for the self-funded insurance plan for 2021 and to approve the communication plan to notify employees of an additional holiday or waiver of employee contributions in December 2020.

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve flat rates for the self-funded insurance plan for 2021 and to approve the communication plan to notify employees of an additional holiday or waiver of employee contributions in December 2020.

Discussion: Mr. Davis stated there were other plans out there experiencing a reduction in claims and will be expecting a modest adjustment. He looks at this (Fairfield County plan) in context. It is a wonderful place to be. He thanked Mr. Porter, Mrs. Strickler, and Mr. McCullough for all their work.

Roll call vote of the motion resulted as follows:

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

Review Continued

The Commissioners met at 11:03 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Davis called the meeting to order with the following Commissioners present: Steve Davis, Jeff Fix, and Dave Levacy. Also present were Carri

**Regular Meeting #43 - 2020
Fairfield County Commissioners' Office
September 29, 2020**

Brown, Rachel Elsea, Amy Brown-Thompson, Joshua Horacek, Jeff Porter, Todd McCullough, Cassie Strickler, and Ray Stemen. Joining via teleconference were Jim Bahnsen, David Miller, Dennis Keller, Jeremiah Upp, Logan Weaver, Mark Conrad, Nikki Drake, Jon Slater, and Tony Vogel.

- New Business
- General Correspondence Received
 - a. Expedited Type I Annexation Petition – 75.32 acres from Violet Township to Canal Winchester

The petition is currently with subject matter experts for review for corrections. We have not yet received the fee for the annexation. We do not collect such fees until the subject matter experts have conducted their reviews.
- Calendar Review/Invitations Received (none)
- FYI
 - a. Jail Population – 255
 - b. Draft Audit Report Received from State Auditor Keith Faber

We received a report from State Auditor Keith Faber summarizing the State Auditor's review of the financial statement for the year ended December 31, 2019. There were no material weaknesses, no significant deficiencies, no material noncompliance issues, no material weaknesses in internal control, no significant deficiencies, and no reportable findings for the federal programs. Fairfield County is considered a low-risk auditee.

 - c. Commissioner Levacy was asked to participate in a state press release about a grant Wagnalls Memorial Foundation received. Governor DeWine issued grants for libraries, and he remembered Wagnalls Memorial with the grant process. Commissioner Levacy was thankful for the \$25,000 grant to be received in Fairfield County.
 - d. Public records requests can be made to Rachel.Elsea@fairfieldcountyohio.gov or Carri.Brown@fairfieldcountyohio.gov
- Open Items

Mr. Davis commented on the high level of professionalism in presentations today. He mentioned there were outlying departments who are not transforming their services and noted that if a department was an outlier, he was coming for them.

Adjournment

With no further business, on the motion of Jeff Fix and a second of Dave Levacy, the Board of Commissioners voted to adjourn at 11:07 a.m.

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

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


Motion by: _____ Seconded by: _____
that the September 29, 2020 minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on October 6, 2020



Steven A. Davis
Commissioner


Dave Levacy
Commissioner

Dave Levacy
Commissioner

Jeff Fix
Commissioner

Jeff Fix
Commissioner

Balce

Rachel A Elsea, Clerk

1890

1890



1

Agenda

1. What is the Fairfield County GSB?
2. What was our problem?
3. What was our solution?
4. Who are we serving?
5. How are we improving services?

2

9/29/2020

What is the Fairfield County GSB?

ORC 2111.52 effective 3/22/2019 (HB 595)

- 1. Allows creation of Guardianship Service Boards in Ohio
- 2. Board has 3 members appointed by:
 - ADAMH Board – Catherine Petrowski, Treasurer
 - Developmental Disabilities Board – Cynthia Hillberry, Vice Chairman
 - Probate Court Judge – Attorney Joseph Nixon, Chairman
- 3. Allows for community partners to contribute to cost of indigent guardianships



3

What is the Fairfield County GSB?

ORC 2111.52 effective 3/22/2019 (HB 595) (A)

A probate court ~~may accept funds~~ or other program assistance from, or charge fees for, services described in division (C) of this section rendered to individuals, corporations, agencies, or organizations, including, but not limited to, a county board of alcohol, drug addiction, and mental health services, or a county board of developmental disabilities.



4

What is the Fairfield County GSB?

ORC 2111.52 effective 3/22/2019 (HB 595) (C)

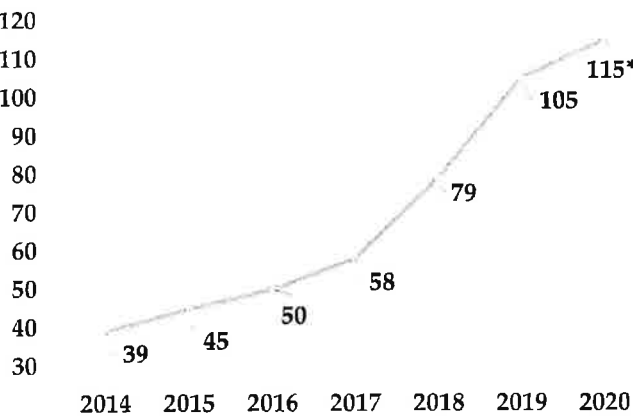
Monies in a county or multicounty probate court guardianship services fund shall be used for services to help ensure the treatment of any person who is under the care of a county board of alcohol, drug addiction, and mental health services or a county board of developmental disabilities, or any other guardianships.



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What was our problem?

Expenditure of the Guardianship Services Fund from FY 2014 to FY 2020



Reasons for Increase:

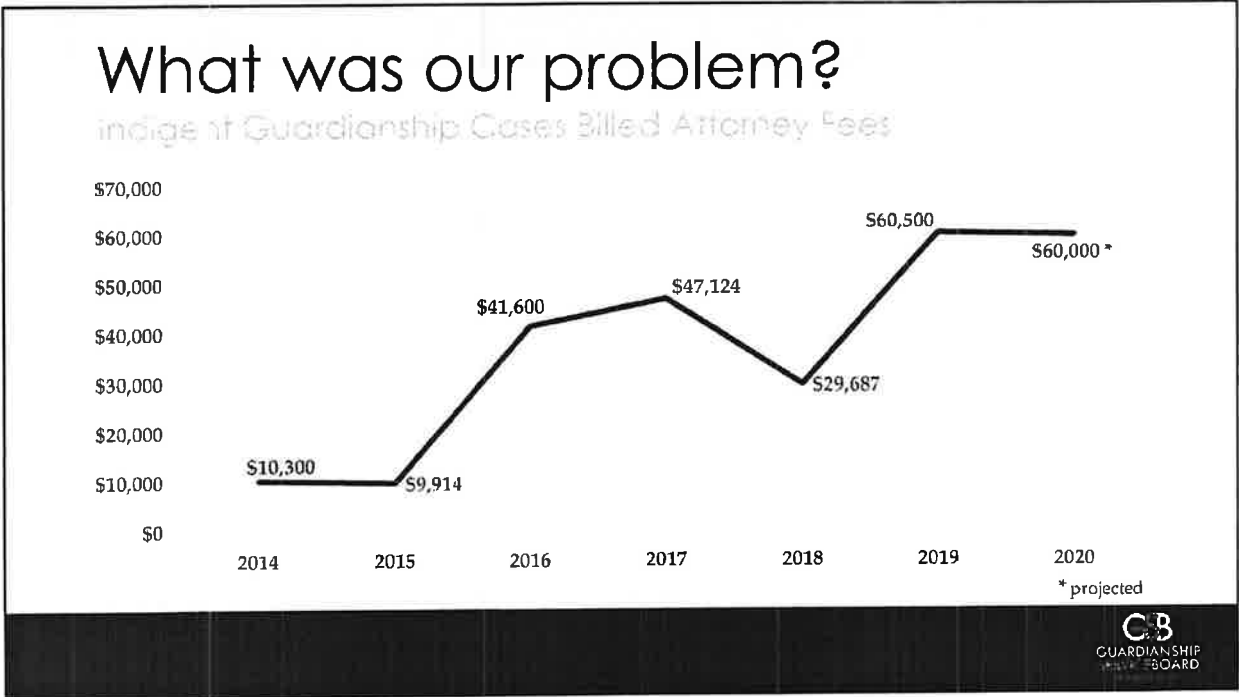
- Opiate crisis
- Deterioration of family unit
- Stronger partnerships
 - FMC
 - ADAMH
 - DD
- Clear referral system
- Aging population doubled by 2028

* as of 9/2020

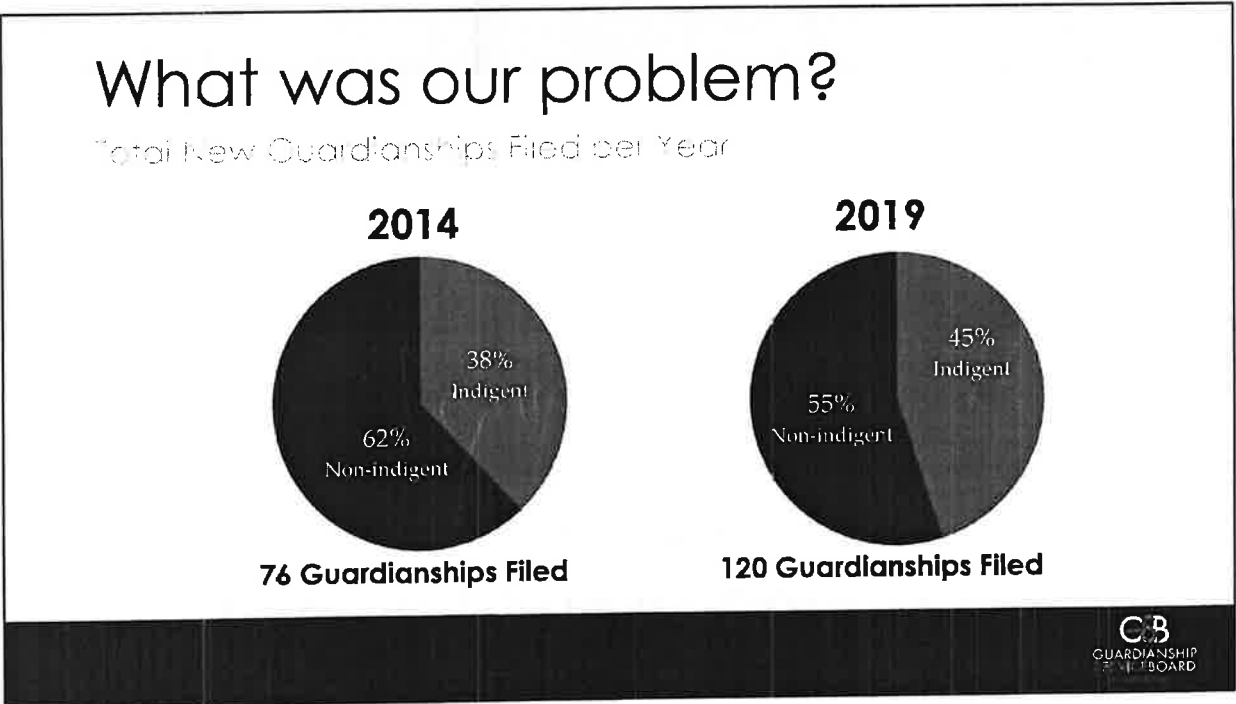


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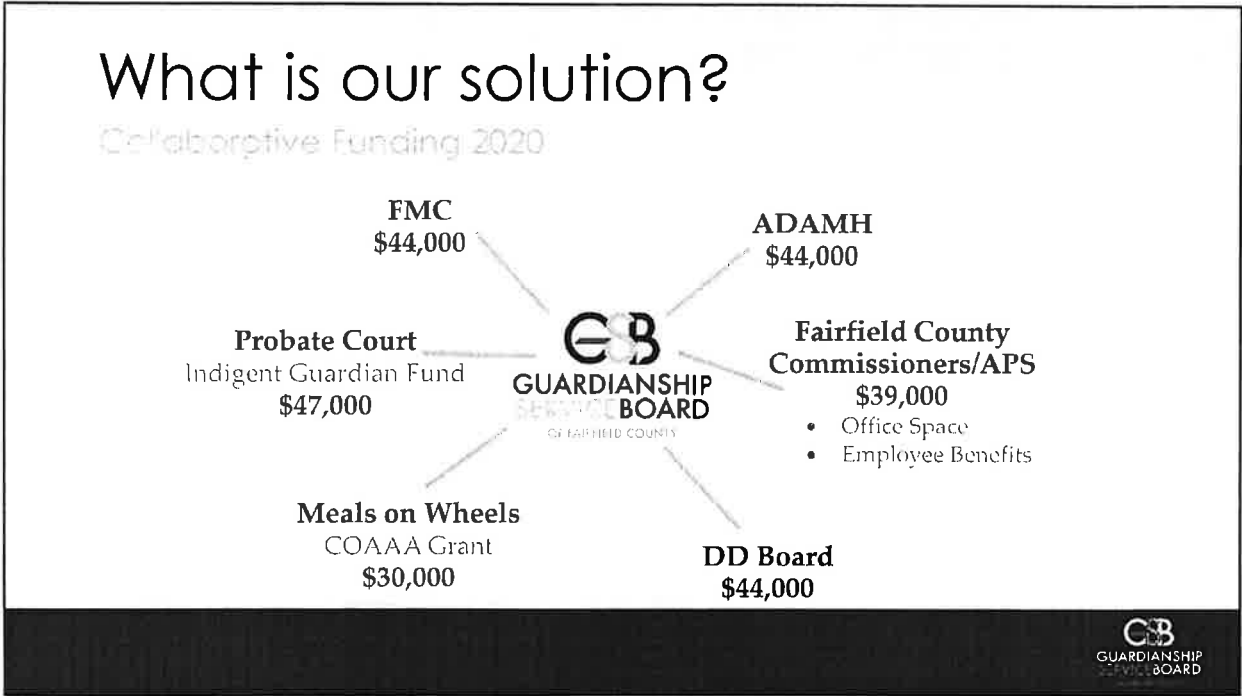
9/29/2020



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What is our solution?

GSB Revenue

	2020	2021
Probate Court	\$47,128.86	\$44,000
ADAMH Board	\$44,000	\$44,000
MRDD	\$44,000	\$44,000
Fairfield County Commissioners	\$39,000	\$44,000
COAAA/(Meals on Wheels in 2021)	\$30,000	\$44,000
Fairfield Medical Center (FMC)	\$44,000	\$44,000
	<u>\$248,128.86</u>	<u>\$264,000.00</u>

CB
GUARDIANSHIP BOARD

10

9/29/2020

What is our solution?		
GSB Expenses	2020	2021
Staff (7 Social Workers)	\$227,984	\$207,187
Operations (cell, VPN, mileage)	\$12,723	\$15,723
Legal		
• Expert Evaluations	\$10,000	\$10,000
• Attorney Fees to establish guardianship for GSB/Court Filings	\$10,000	\$10,000
TOTAL GSB EXPENSES	\$260,707*	\$252,910**
		* 27 pays ** 26 pays

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Who are we serving?	
Criteria for GSB:	
1) Age 18 years or older	
2) Fairfield County resident	
3) Indigent	
4) Demonstrates indicators of need for guardianship	
5) Referred or served by GSB partner(s)	
a) JFS/APS (60+ with abuse or neglect allegations)	
b) Board of DD (developmental disability)	
c) ADAMH Board (mental health diagnosis)	
d) MOW (60+ and living independently)	
e) FMC (patient needing medical authority)	


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Who are we serving?

Current Total GSB Cases: 80*

- **45%** Have development disabilities
- **86%** Have mental illness
- **45%** Are over age 60
- **29%** Have dementia
- **55%** Have allegations of abuse, neglect or exploitation
- **39%** Live in long-term care facilities
- **61%** Live in a residential setting
- **19-95** Age range

as of 9/2020




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How are we improving services?

Court-Appointed Attorney Update

When are court-appointed attorneys used now?

- *To file for indigent guardianship*
- *To **investigate** in cases with allegations of abuse, neglect, exploitation, to **provide** third-party report to the Court (prior to GSB appointment)*
- *To serve as a guardian ad litem in questions of a ward's best interest*



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9/29/2020

How are we improving services?

Guardian Contact Hours by Ward

	Per Month	Per Year
Pre-GSB	1.1 hours	13.2 hours
GSB	2.72 hours	32.64 hours *


* projected



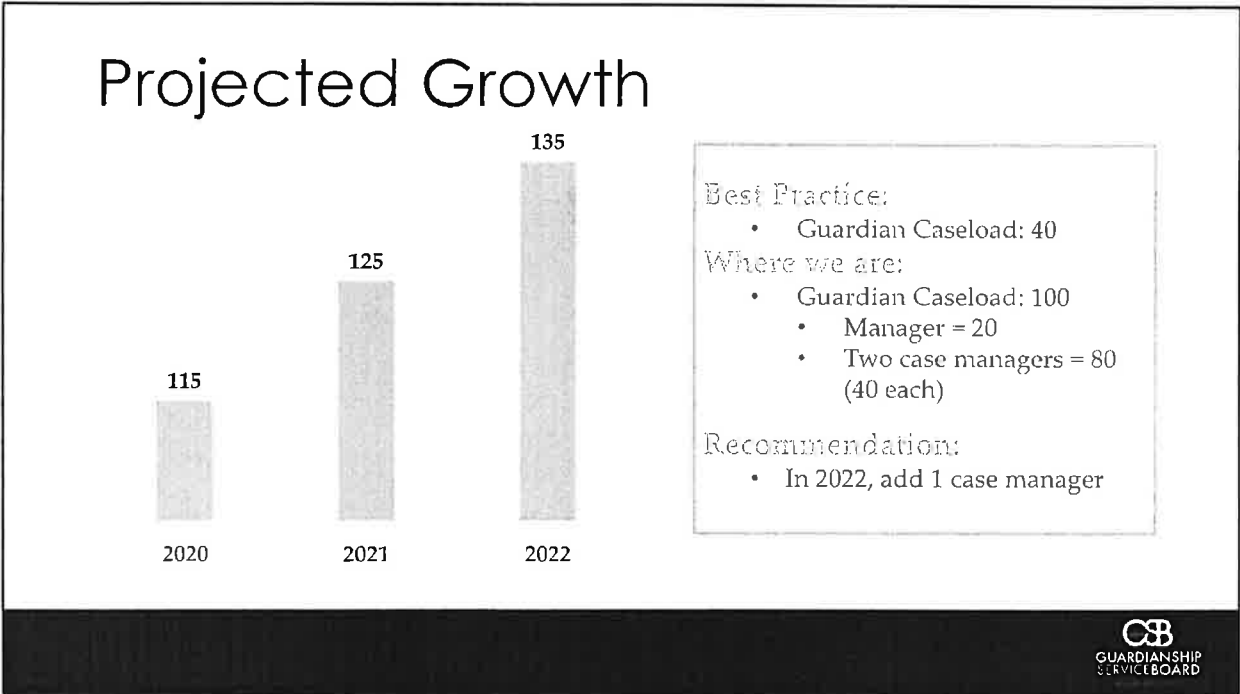
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How are we improving services?

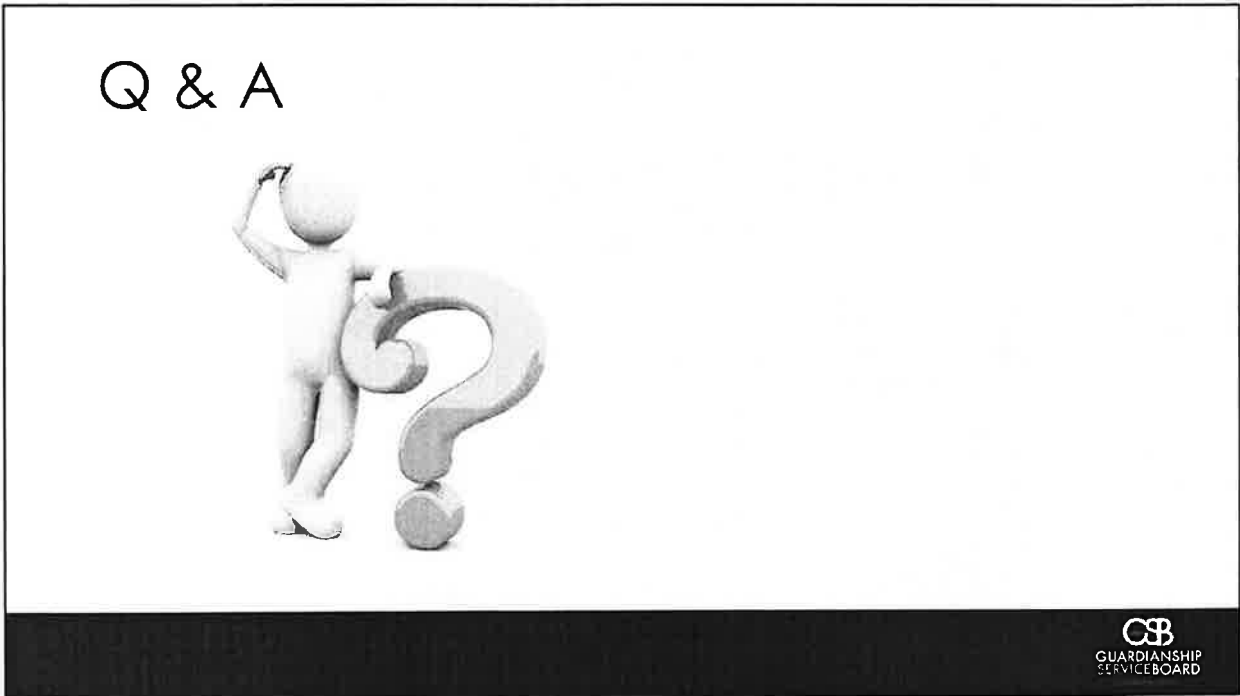
- Developed a sustainable financial model
- Multi-agency cost-sharing
- Improved service to wards
- Greater contact hours
- More accessibility for service providers and families
- COVID slowed transfer
 - Delayed response for more payee capacity
- Success stories ~ Janet Stout



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9/29/2020





HR/BENEFITS UPDATE



Human Resources and Fairfield County Health Benefit Plan 2020 Update

▪ Fairfield County Health Benefit Plan 2020-2021:

Actual

- Flat Rate for 2021- 0% increase and no plan design changes
- Premium Holiday for Employees November/December
- "Soft" Open Enrollment for 2021
- Pharmacy Rebates- \$300K +
 - 1st quarter of 2020- \$117K
- Wellness Clinic continues under same terms
- Flu Shots on site and at various retail location (Expanded in 2020 to allow processing under either pharmacy or medical benefit)
- Cost drivers: Pharmacy (Specialty Drugs); Musculoskeletal; Diabetes; Hypertension

▪ Communications

- Mobile Wallet Card -negotiated at no cost
 - Access to all benefit information from phone, computer, tablet
 - May be provided to dependents under the plan
 - Program may be updated
- New benefit summary guide
- Inclusion of Health Advocate Program (Wellness dollar funding)

▪ Human Resources

- NEO Gov implementation- Able to negotiate rate for 3 year stability
 - Improve applicant interaction
 - Provide access to candidates in Government Jobs.com
 - Application and onboarding process will have increased virtual capability

JEFF PORTER, Human Resources and Risk Management Director
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