

Budget Hearing #48 - 2023
Fairfield County Commissioners' Office
October 24, 2023

Commissioner Davis called the Budget Hearing Session to order at 11:00 a.m.

Each hearing has a corresponding Budget Summary and Excel spreadsheet that are included in the minutes.

Budget Hearing, EMA, 11:00 a.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; EMA and Facilities Director, Jon Kochis; and, Deputy Director of Operations, Garrett Blevins.

Mr. Kochis spoke about grants used and received by Fairfield County EMA and added that EMPG is their main funding grant. He added that the proposed budget is within parameters.

Commissioner Levacy asked for a highlight of the larger grants EMA uses.

Mr. Blevins stated the PUCO grant allows EMA to offer additional training throughout the county.

The Commissioners requested a discussion on fencing options for the Fairfield County Jail.

Mr. Kochis proposed fencing in the rear of the jail to secure the parking lot of the Sheriff's Office. He added that the current parking lot does not prevent others from entering the parking lot and tampering with the deputies' personal vehicles. He added that the parking lot is where staff transfer equipment to their cruisers. He proposed a black galvanized fence along the Wheeling Street access with two control gates to allow only those vehicles with authorized access to enter and exit the lot.

Commissioner Levacy was in favor of black galvanized steel fencing to retain the look of the jail.

Commissioner Fix was in favor of adding shrubs in front of the fence to maintain the curb appeal.

Commissioner Davis asked if there was a timeline for the project.

Mr. Kochis stated the project could be started at any time and would not take long to complete.

Commissioner Davis asked that the Sheriff's Office be informed that the Commission is looking at aesthetics and asked for three different options. He added that he agreed with Commissioner Levacy that the jail was a \$40M project and the Commission would like the fence to look great and fit the aesthetics of the jail and existing neighborhood.

Budget Hearing, IT, 11:15 a.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; and IT Director, Dan Neeley.

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Mr. Neeley spoke about procurement of major hardware that was included in the 2023 Budget and about the large cost of Office 365 licensing.

Ms. Cordle stated that the licensing for Office 365 had previously come out of the Health Insurance Fund but there is no longer the ability to pay for the licensing from that fund.

Ms. Knisely stated that 80% of the licensing had been paid from the Health Insurance Fund.

Mr. Porter explained the reasoning for initially purchasing with the Health Insurance Fund.

Mr. Neeley stated that the budget included an increase for training.

Commissioner Levacy spoke about the need for training for both staff and leadership.

Commissioner Fix stated his appreciation for the evolution the IT team has experienced over the last couple of years.

Ms. Cordle added that there have been many changes with IT since it became a part of the Commissioner's office and that she and Mr. Neeley have been in constant contact.

Commissioner Davis stated that the Commissioners are all briefed regular on the needs of IT.

Budget Hearing, Clerk of Courts, 11:30 a.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; and Clerk of Courts, Branden Meyer.

Clerk of Courts, Meyer, stated that his office has been working with Ms. Knisely to understand his cash balances.

Ms. Cordle stated that there will not be a placeholder added in the 2024 Budget for a title transfer as there has been in previous years.

Clerk of Courts, Meyer, spoke about fees and taxes collected and the amounts that flow through his office. He also spoke about the Brinks replacement and added that a bailiff is leaving but a retiring deputy will be filling the position. Mr. Meyer stated that the implementation of the new Courtview software went well but that they have not been able to open the new drive thru due to a credit card machine issue. Mr. Meyer also stated that he currently has an open position that he does not believe he will be filling.

Commissioner Davis stated that in his 25+ years of public service he has not seen positions eliminated with new systems.

Clerk of Courts, Meyer, spoke about Drivers' examiners, the exam course, passport, and photo services, and how busy his office expects to be with driving exams.

Commissioner Levacy spoke about the large number of vehicle titles not being processed in this area due to the sale of dealerships to conglomerates who process the titles elsewhere.

Clerk of Courts, Meyer, added that many of the dealerships in the area do not have a title clerk on site and the titles are taking a week and a half to get processed.

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Budget Hearing, Veteran Services, 1:00 p.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; and Director of Veterans Services, Park Russell.

Budget Director Hampson provided a Veterans Services budget summary.

Mr. Russell stated the largest items include veterans' outreach and advertisement to encourage veterans to seek services.

Commissioners Davis asked why the lease agreement for the Veterans Services office space is increasing.

Mr. Russell explained that the increase was outlined in the original agreement.

Commissioner Davis asked Mr. Russell if he had a succession plan in place for his planned retirement.

Mr. Russell explained that he plans to move Justin Messinger into his position.

Commissioner Levacy asked why there has been less engagement with veterans.

Mr. Russell explained that veterans typically don't seek services until they notice problems and that he hopes to encourage veterans to seek services before that point.

Budget Hearing, Municipal Clerk, 1:15 p.m.

The Municipal Clerk Hearing was cancelled due to an illness.

Budget Hearing, Auditor, 1:30 p.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; and Budget Clerk, Staci Knisley; and County Auditor, Dr. Carri Brown.

Dr. Brown provided a PowerPoint presentation that is contained in the meeting minutes.

Dr. Brown spoke on General Fund revenue projections for 2024 and monthly and quarterly reviews.

Commissioner Davis spoke about finances in years that cannot be accurately projected.

Commissioner Fix stated that he had high expectations of what Dr. Brown would do in the Auditor's Office and added that she exceeded those expectations.

Dr. Brown replied that she has been working with the Auditor's Association and following many of their protocols.

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Commissioner Levacy stated that the Weights and Measures team is making a big impact in the county and making companies operate fairly.

Dr. Brown spoke about enterprise resource planning, levy training with area schools, and her office's Table of Organization, brand, and strategic themes. She also spoke about MCJDC and added that she will have a financial presentation at their next meeting.

Commissioner Davis stated that one of his top tier items was getting MCJDC adjusted.

Dr. Brown continued by speaking on the Real Estate Assessment Fund and merit based increases.

Commissioner Davis asked if there is a balance on the building located at 108 N. High Street.

Dr. Brown stated the county owns the building and there is no balance.

Dr. Brown summarized the 2024 General Fund revenue projections.

Commissioner Levacy asked how updates in the system are made to account for increases in square footage of a home.

Dr. Brown stated that they will update the sales price of the home according to the square footage, but sometimes find out about an increase in square footage based off the sales price.

Budget Hearing, Economic and Workforce Development, 2:00 p.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; and Economic and Workforce Development Director, Rick Szabrak.

Mr. Szabrak stated Economic and Workforce Development has a few general increases in their 2024 budget associated with travel and wage increases. He added that the training grant funds with Magna will run out in 2024 but that they would have opportunities to offer training grant services to other businesses. He also added that they received a grant for Hocking college to purchase equipment for a lab.

Ms. Cordle asked if the agreement with Hicks Partners was included in the budget.

Mr. Porter explained the Hicks Partners agreement is included in the ARP funds through the end of 2024.

Commissioner Levacy stated he thinks it is important for the county to reach out to local companies such as Anchor Hocking to maintain a line of communication and support services. He also asked how the Workforce Center will handle its new construction while classes are taking place.

Mr. Szabrak stated they have a plan to stagger lessons to ensure there's enough space for all the students they accommodate.

Commissioner Fix asked if the results of the investment per student at the Workforce Center could be quantified.

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Mr. Szabrak stated they continue to investigate the metrics of what it takes to place students in the jobs they are seeking.

Commissioner Levacy added that the idea of the Workforce Center is being more widely accepted and embraced.

Budget Hearing, Job and Family Services, 2:15 p.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; Job and Family Services (JFS) Director, Corey Clark; JFS Deputy Director, Heather O'Keefe; JFS Finance Director, Josh Crawford; and FCFC Manager, Tiffany Wilson.

Mr. Clark stated that JFS comes from a different budget perspective because of their funding streams. He added that they are not asking for additional funding but are appreciative of the funds that are provided and added that they believe that the funding is what makes them one of the leaders in the state. He added that they are one of four pilots for the Employer Benefit Bridge Program and that they are close in size to Licking and watch them closely. Mr. Clark stated that the most volatile is the Protective Services group because they do not know what they will receive from the state and that the assumption is that the state funding will remain flat.

Commissioner Levacy asked what is received in state funding

Mr. Clark stated that state funding is over \$5.7M and then provided the details regarding a levy that would be needed to maintain programming.

Commissioner Davis asked if there are costs that rival the costs associated with placement.

Ms. Clark stated that placement costs are the most difficult because they can change.

Ms. O'Keefe spoke about the costs associated with out of state placements. She also spoke about residential treatment facilities and the lack of availability and the placement of kids for systems that are unable to make placements.

Commissioner Fix asked about the contract renewals for placement services and added that he continues to wonder if there is something we can create here to better serve the kids. He further added that he would like to pursue the possibility of adding a facility.

Ms. O'Keefe added that the ODM is even struggling to add facilities.

Commissioner Davis asked if we could get through the addiction issues.

Mr. Clark stated there is a task force at the State level because every county says they cannot sustain the increase in addictions and the issues that come with them. Mr. Clark continued by speaking about the items that have been funded by the General Fund and added that he hopes that the formation of the Department of Children and Youth will assist with funding.

Commissioner Levacy stated his angst over the fact that the State of Ohio does not have facilities to house kids that need to go into specified placements. The Commissioner asked when the last levy was passed for JFS.

Mr. Clark replied that the last levy was passed in 2017.

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Ms. Cordle spoke about the importance of separating the Meals on Wheels and Child Protective Services levies on the ballot.

Mr. Clark spoke briefly about the JFS workforce.

Commissioner Davis stated that the Commission completely supports JFS.

Budget Hearing, Family and Children First Council, 2:30 p.m.

In attendance: Commissioners Steve Davis, Dave Levacy, and Jeff Fix; County Administrator, Aundrea Cordle; Deputy County Administrator, Jeffrey Porter, Clerk to the Board of Commissioners, Rochelle Menningen; Communications and Information Coordinator, Bennett Niceswanger; Budget Director, Bart Hampson; Budget Clerk, Staci Knisley; Family and Children First Council (FCFC) Manager, Tiffany Wilson; JFS Director, Corey Clark; JFS Deputy Director, Heather O'Keefe; and JFS Finance Director, Josh Crawford.

Ms. Wilson spoke about new programming and staff for that programming. She also spoke about some additional Triple P classes and added that they are in the process of developing a 3-year strategic plan. Ms. Wilson summarized the budget and spoke about some reductions in grant funding.

Commissioner Davis asked if there is a balance pending for the grants.

Ms. Wilson explained they should all be paid back except for the Safe Communities grant. She then spoke about the funds received from the County and requested flexibility in using those in-home services. This request was approved.

Ms. Cordle spoke about the new partnership between JFS and FCFC.

Commissioner Davis asked if there are any pending managerial retirements at JFS coming up.

Ms. O'Keefe stated there is one in the not immediate future and they have a succession plan in place.

The Commissioners had short discussions regarding development in the county, differences in the budget, and the Commissioner's appreciation for the work performed on the budgets by Mr. Hampson, Ms. Knisley, and Ms. Cordle.

Adjournment

With no further business, on the motion of Jeff Fix and the second of Steve Davis, the Board of Commissioners voted to adjourn at 3:17 p.m.

Roll call vote of the motion resulted as follows:

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

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EMA Budget Summary

10.24.2023 Budget Hearing

Budget Hearing Discussion Items

- Total Budget 3.5% or \$7,560 higher than 2023

Other

- No additional items at this time.

													2024 Total Bud vs		
ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	23OrgBud	24 vs 23 %Inc/Dec	Notes:
12100148	700207	ALLOCATION, EMA	Allocations	Transfers	162,492	208,000	214,240	214,240	214,240	221,800	-	221,800	7,560	3.5%	9.14.23 3.5% increase per year.
Total					162,492.34	208,000.00	214,240.00	214,240.00	214,240.00	221,800.00	-	221,800.00	7,560.00	3.5%	

												2024 Total		Notes:	
												Bud vs 23	24 vs 23		
ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	23OrgBud	%Inc/Dec	Notes:
10100104	511010	SALARY, EMPLOYEES	IT	Personal Services	464,006	-	-	-	-	-	-	-	-	0.0%	Added additional position and staff rate changes. 10.6.2023 Updated to reflect 4% budget increase.
10100104	513000	OT, OVERTIME	IT	Personal Services	-	-	-	-	-	-	-	-	-	0.0%	
10100104	514010	VACATION PAYOUT	IT	Personal Services	9,625	-	-	-	-	-	-	-	-	0.0%	
10100104	514030	COMP-TIME PAYOUT	IT	Personal Services	-	-	-	-	-	-	-	-	-	0.0%	
10100104	521000	HEALTH INSURANCE	IT	Fringe Benefits	77,484	-	-	-	-	-	-	-	-	0.0%	
10100104	521025	HLTH INS - EAP	IT	Fringe Benefits	64	-	-	-	-	-	-	-	-	0.0%	
10100104	521100	LIFE INSURANCE	IT	Fringe Benefits	303	-	-	-	-	-	-	-	-	0.0%	
10100104	521200	LTD INSUR	IT	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
10100104	522000	MEDICARE	IT	Fringe Benefits	6,650	-	-	-	-	-	-	-	-	0.0%	
10100104	523000	RETIREMENT-PERS	IT	Fringe Benefits	63,209	-	-	-	-	-	-	-	-	0.0%	
10100104	525000	UNEMPLOYMENT	IT	Fringe Benefits	3,585	-	-	-	-	-	-	-	-	0.0%	
10100104	526000	WORKERS COMP	IT	Fringe Benefits	3,255	-	-	-	-	-	-	-	-	0.0%	
10100104	530000	CONTRACTUAL SERVICES	IT	Contractual Services	262,484	12,210	-	-	-	-	-	-	-	0.0%	
10100104	550400	TRAINING, MEMBERSHIP, DUES	IT	Contractual Services	1,930	-	-	-	-	-	-	-	-	0.0%	
10100104	558000	TRAVEL REIMBURSEMENT	IT	Contractual Services	-	-	-	-	-	-	-	-	-	0.0%	
10100104	558002	MEAL NONTR	IT	Contractual Services	-	-	-	-	-	-	-	-	-	0.0%	
10100104	561000	GENERAL OFFICE SUPPLIES	IT	Materials & Supplies	59,313	4,421	-	-	-	-	-	-	-	0.0%	
10100104	574000	EQUIPMENT, SOFTWARE & FIXTURES	IT	Capital Outlay	40,174	-	-	-	-	-	-	-	-	0.0%	
10100104	574400	COMPUTER SOFTWARE	IT	Capital Outlay	-	-	-	-	-	-	-	-	-	0.0%	
10100104	574410	COMPUTER HARDWARE/EQUIPMENT	IT	Capital Outlay	61,872	-	-	-	-	-	-	-	-	0.0%	
10100104	574500	EMERGENCY ORDER EQUIPMENT	IT	Capital Outlay	-	-	-	-	-	-	-	-	-	0.0%	
12100118	511010	SALARY, EMPLOYEES	IT	Personal Services	-	516,595	541,000	614,300	578,245	643,000	2,700	645,700	104,700	19.4%	No anticipated retirements.
12100118	513000	OT, OVERTIME	IT	Personal Services	-	1,187	3,000	3,000	3,262	3,000	-	3,000	-	0.0%	
12100118	514010	VACATION PAYOUT	IT	Personal Services	-	39,050	4,100	4,100	4,100	8,000	-	8,000	3,900	95.1%	
12100118	514020	SICK	IT	Personal Services	-	15,299	-	-	-	-	-	-	-	0.0%	
12100118	514030	COMP	IT	Personal Services	-	5	-	-	-	-	-	-	-	0.0%	
12100118	514050	PUBLIC SERV RECOGNITION CREDIT	IT	Personal Services	-	-	2,750	2,750	1,750	-	-	-	(2,750)	-100.0%	
12100118	521000	HEALTH INSURANCE	IT	Fringe Benefits	-	91,862	123,500	123,500	108,418	131,000	(470)	130,530	7,030	5.7%	Staff selections and additional staff member. 10.6.2023 Updated to reflect 4% budget increase.
12100118	521025	HLTH INS - EAP	IT	Fringe Benefits	-	36	102	102	55	50	346	396	294	288.2%	10.6.2023 Updated to reflect 4% budget increase.
12100118	521100	LIFE INSURANCE	IT	Fringe Benefits	-	247	352	352	293	400	-	400	48	13.6%	
12100118	522000	MEDICARE	IT	Fringe Benefits	-	8,081	8,000	8,885	8,235	9,500	21	9,521	1,521	19.0%	10.6.2023 Updated to reflect 4% budget increase.
12100118	523000	RETIREMENT-PERS	IT	Fringe Benefits	-	72,490	76,500	86,615	81,306	90,500	307	90,807	14,307	18.7%	10.6.2023 Updated to reflect 4% budget increase.
12100118	526000	WORKERS COMP	IT	Fringe Benefits	-	3,677	4,500	4,500	3,557	7,000	(544)	6,456	1,956	43.5%	10.6.2023 Updated to reflect 4% budget increase.
12100118	530000	CONTRACTUAL SERVICES	IT	Contractual Services	-	313,097	490,000	819,779	696,255	975,000	-	975,000	485,000	99.0%	Increased Services - DUO, and contract with MCPC. Office 365 moved from health to IT.
12100118	543000	REPAIR	IT	Contractual Services	-	150	10,000	6,500	1,625	6,500	3,500	10,000	-	0.0%	

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total		Notes:
													Bud vs 23OrgBud	24 vs 23 %Inc/Dec	
12100118	550400	TRAINING, MEMBERSHIP, DUES	IT	Contractual Services	-	3,820	3,000	4,000	1,500	8,000	-	8,000	5,000	166.7%	Additional Staff training.
12100118	558000	TRAVEL REIMBURSEMENT	IT	Contractual Services	-	3,781	2,000	5,740	4,866	8,000	-	8,000	6,000	300.0%	Cell Phone Stipends.
12100118	561000	GENERAL OFFICE SUPPLIES	IT	Materials & Supplies	-	43,409	70,000	71,484	55,012	70,000	-	70,000	-	0.0%	
12100118	562600	FUEL	IT	Materials & Supplies	-	277	-	-	-	-	-	-	-	0.0%	
12100118	574000	EQUIPMENT, SOFTWARE & FIXTURES	IT	Capital Outlay	-	1,453	80,000	97,154	97,154	80,000	-	80,000	-	0.0%	
12100118	574410	COMPUTER HARDWARE/EQUIPMENT	IT	Capital Outlay	-	19,959	780,000	980,009	980,009	70,000	-	70,000	(710,000)	-91.0%	Server upgrade was completed in 2023.
Total					1,053,951.69	1,151,104.40	2,198,804.00	2,832,769.57	2,625,643.25	2,109,950.00	5,860.00	2,115,810.00	(82,994.00)	-3.8%	



Clerk of Courts Budget Summary

10.24.2023 Budget Hearing

Budget Hearing Discussion Items

- Total Budget 1.4% or \$23,525 higher than 2023.
- Items outside of parameters
 - Salary, Employees
 - Increase of \$49,800 or 5.8%
 - Job-Sharing for Deputy Seiple
 - Job-Sharing for IT position.
 - Increases in Medicare and Pers are the result of increases in salary.

Other

- Title Surplus Transfer
 - 2023 – Branden is working with the Commissioners Office to determine what transfer is possible in 2023 based on 2023 revenue.
 - 2024 – Current budget is \$0.00. Will reevaluate as we receive additional information in 2024.

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
11100100	510010	SALARY, ELECTED OFFICIALS	Clerk of Courts	Personal Services	75,681	77,075	78,424	78,424	78,424	78,424	-	78,424	-	0.0%	
11100100	511010	SALARY, EMPLOYEES	Clerk of Courts	Personal Services	770,391	811,436	861,900	861,900	847,137	948,000	(36,300)	911,700	49,800	5.8%	Job-Sharing for Deputy Seiple and IT positions.
11100100	513000	OT, OVERTIME	Clerk of Courts	Personal Services	94	131	500	500	153	500	-	500	-	0.0%	
11100100	514010	VACATION PAYOUT	Clerk of Courts	Personal Services	7,329	9,962	-	-	6,965	-	-	-	-	0.0%	
11100100	514020	SICK PAYOUT	Clerk of Courts	Personal Services	3,580	153	-	-	5,013	-	-	-	-	0.0%	
11100100	514050	PUBLIC SERV RECOGNITION CREDIT	Clerk of Courts	Personal Services	-	-	13,250	13,250	9,531	-	-	-	(13,250)	-100.0%	
11100100	521000	HEALTH INSURANCE	Clerk of Courts	Fringe Benefits	283,828	302,553	367,300	367,300	340,837	345,800	-	345,800	(21,500)	-5.9%	
11100100	521025	HLTH INS - EAP	Clerk of Courts	Fringe Benefits	64	53	100	100	55	105	-	105	5	5.0%	
11100100	521100	LIFE INSURANCE	Clerk of Courts	Fringe Benefits	913	730	1,100	1,100	820	900	-	900	(200)	-18.2%	
11100100	521200	LTD INSUR	Clerk of Courts	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
11100100	521201	STD INSUR	Clerk of Courts	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
11100100	522000	MEDICARE	Clerk of Courts	Fringe Benefits	11,740	12,400	13,700	13,700	13,110	14,900	(500)	14,400	700	5.1%	
11100100	523000	RETIREMENT-PERS	Clerk of Courts	Fringe Benefits	116,717	124,410	131,700	131,700	129,808	143,700	(5,000)	138,700	7,000	5.3%	
11100100	525000	UNEMP	Clerk of Courts	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
11100100	526000	WORKERS COMP	Clerk of Courts	Fringe Benefits	10,198	6,017	13,000	13,000	6,148	13,000	-	13,000	-	0.0%	
11100100	530000	CONTRACTUAL SERVICES	Clerk of Courts	Contractual Services	76,257	63,550	135,000	133,599	74,984	135,000	-	135,000	-	0.0%	
11100100	543000	REPAIR AND MAINTENANCE	Clerk of Courts	Contractual Services	350	2,346	2,800	2,800	1,589	2,800	-	2,800	-	0.0%	
11100100	550400	TRAINING, MEMBERSHIP, DUES	Clerk of Courts	Contractual Services	3,296	3,296	3,410	3,625	3,625	3,410	-	3,410	-	0.0%	
11100100	550410	WORKSHOP	Clerk of Courts	Contractual Services	40	300	500	500	445	500	-	500	-	0.0%	
11100100	550460	CONFERENCE	Clerk of Courts	Contractual Services	719	750	525	525	461	525	-	525	-	0.0%	
11100100	554010	NEWSPAPER	Clerk of Courts	Contractual Services	525	466	530	653	163	-	-	-	(530)	-100.0%	
11100100	558000	TRAVEL REIMBURSEMENT	Clerk of Courts	Contractual Services	803	1,720	2,000	3,188	3,171	2,500	-	2,500	500	25.0%	
11100100	558002	MEAL REIM NON OVRNGT TRAVEL	Clerk of Courts	Contractual Services	60	-	500	500	125	500	-	500	-	0.0%	
11100100	560510	SIGNS	Clerk of Courts	Materials & Supplies	-	575	-	-	-	-	-	-	-	0.0%	
11100100	561000	GENERAL OFFICE SUPPLIES	Clerk of Courts	Materials & Supplies	14,660	17,436	28,000	28,332	22,961	28,000	-	28,000	-	0.0%	
11100100	562600	FUEL (GASOLINE/DIESEL)	Clerk of Courts	Materials & Supplies	39	334	1,000	1,000	966	2,000	-	2,000	1,000	100.0%	Bank run fuel cost
11100100	572100	BLDG IMP	Clerk of Courts	Capital Outlay	-	-	-	1,400	1,735	-	-	-	-	0.0%	
11100100	574000	SOFT	Clerk of Courts	Capital Outlay	1,348	-	-	-	-	-	-	-	-	0.0%	
11100100	574300	FURNITURE	Clerk of Courts	Capital Outlay	-	-	-	-	-	-	-	-	-	0.0%	
Total					1,378,630.57	1,435,691.97	1,655,239.00	1,657,095.70	1,548,226.83	1,720,564.00	(41,800.00)	1,678,764.00	23,525.00	1.4%	

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
11232600	700000	Title ADM Transfers	Clerk of Courts	Transfers	450,000	750,000	-	-	-	-	-	-	-	0.0%	Mr. Meyer is still reviewing what can be transferred in 2023 and possibly 2024.



CLERK OF COURTS 2024 BUDGET HEARING

OCTOBER 24, 2023

BRANDEN C. MEYER
CLERK OF COURTS



CLERK OF COURTS OFFICE

Mission Statement

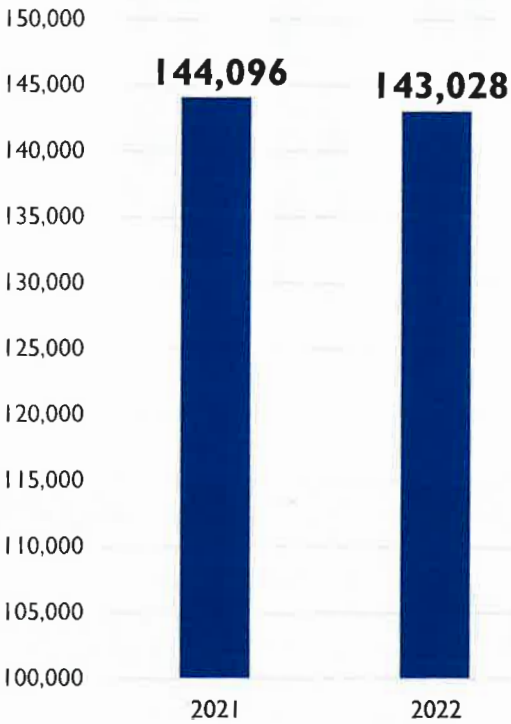
- The Fairfield County Clerk of Courts Office is honored with the responsibility of serving the public by maintaining the records for the Common Pleas Court, the 5th District Court of Appeals, and issuing/preserving all motor vehicle and watercraft titles in Fairfield County. Through our continuous quality improvement efforts, our team is dedicated to providing efficient, courteous, and professional customer service.

Vision Statement

- The vision of the Clerk is to anticipate, meet, and exceed the expectations of our customers. We vow to remain compliant with the law, promise to hold our fiduciary responsibility to the highest possible standard, and pledge to honor the trust bestowed upon this office with the upmost integrity, pride, and respect.



COURT FILING STATISTICS
YEAR TO DATE COMPARISON (JANUARY – SEPTEMBER 2023)

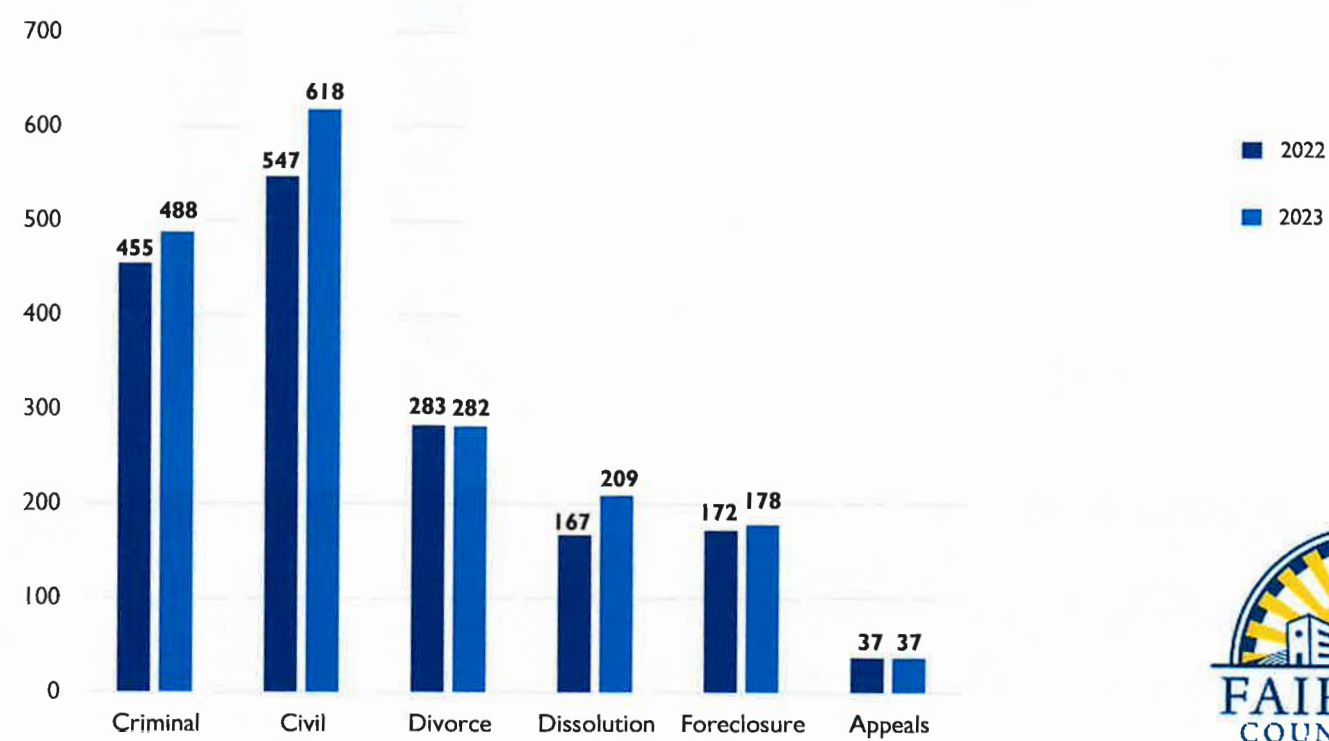


Court Filings includes all documents in the following case types:

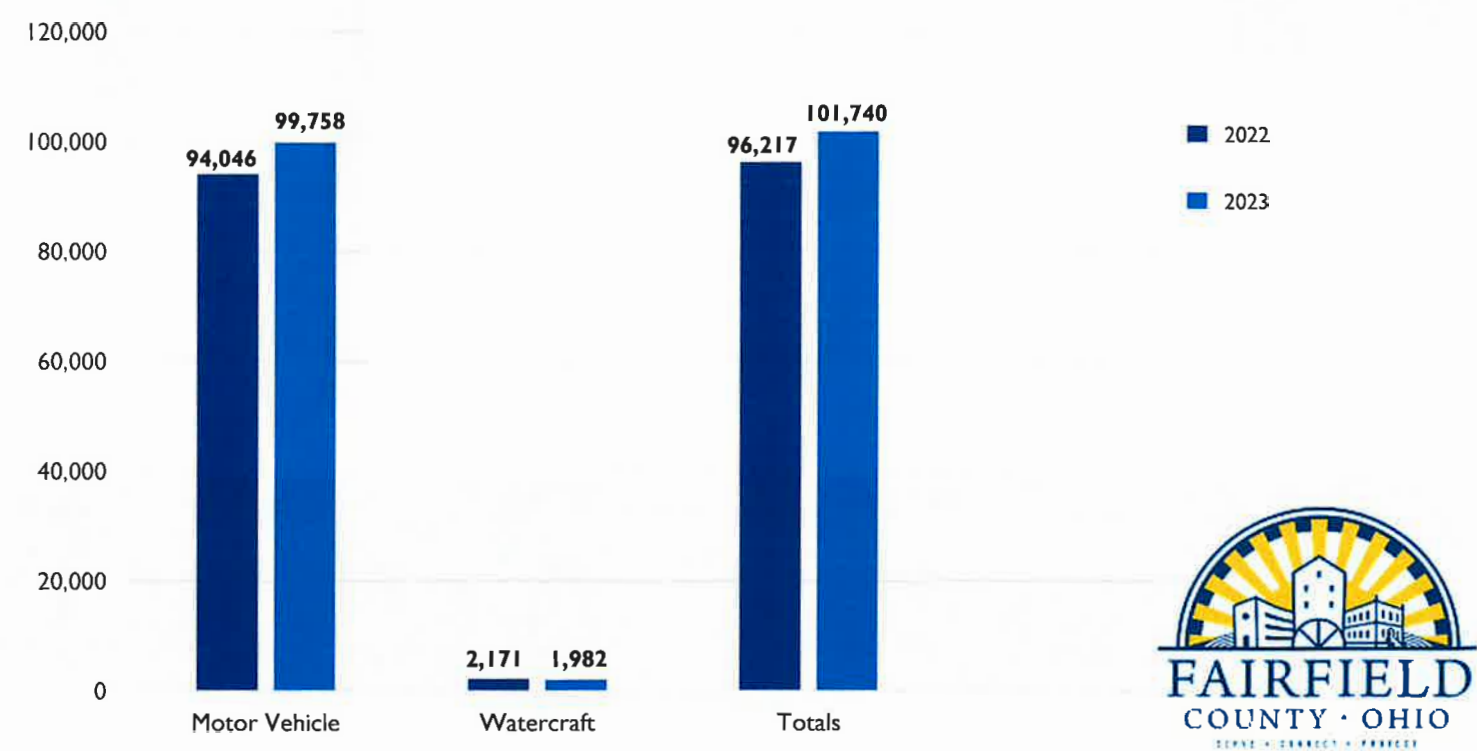
CV, CR, DR, DS, DV, PA, CP, CA, CJ, Misc., State Liens, and Foreclosures.



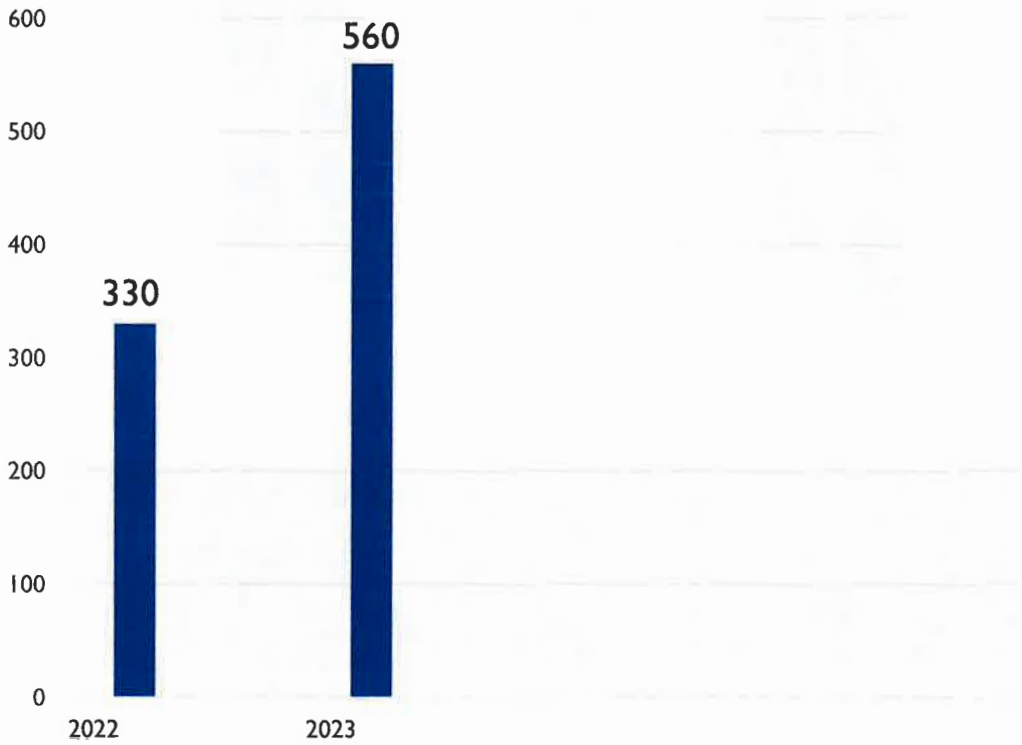
CASE FILING STATISTICS
YEAR TO DATE COMPARISON (JANUARY – SEPTEMBER 2023)



TITLE STATISTICS YEAR TO DATE COMPARISON (JANUARY – SEPTEMBER 2023)



PASSPORT STATISTICS
YEAR TO DATE COMPARISON (JANUARY – SEPTEMBER 2023)



MONIES COLLECTED- CERTIFICATE OF TITLE (CTA) FUND COUNTY ISSUANCE SUMMARY (JANUARY – SEPTEMBER 2023)

County Remittance Summary			
	Amount collected and remitted to County	Amount collected and remitted to State	Total amount collected and remitted
Total Vehicle Fees:	\$942,755.25	\$298,807.75	\$1,241,563.00
Total Vehicle Taxes:	\$619,531.31	\$62,134,189.31	\$62,753,720.62
Total Vehicle Fees and Taxes:	\$1,562,286.56	\$62,432,997.06	\$63,995,283.62
Total Watercraft Fees:	\$22,838.50	\$6,409.50	\$28,248.00
Total Watercraft Taxes:	\$14,418.46	\$1,413,151.58	\$1,427,570.04
Total Watercraft Fees and Taxes:	\$37,256.96	\$1,419,561.08	\$1,456,818.04
Grand Total Fees:	\$985,973.75	\$305,274.25	\$1,291,248.00
Grand Total Taxes:	\$633,949.77	\$63,547,340.89	\$64,181,290.66
Grand Total Fees and Taxes:	\$1,619,923.52	\$63,852,615.14	\$65,472,538.66

MONIES COLLECTED- GENERAL FUND
ACCOUNT DISTRIBUTION (JANUARY – SEPTEMBER 2023)

Account Distribution	
Clerk Fees Collected:	\$412,725.47
Computer Fund:	\$116,825.64
Garnishment Deposit Received:	\$422,569.24
Deposit Money Received:	\$2,604,053.80
Bond Money Collected:	\$233,558.00
Probation Fees Collected:	\$134,119.22



MONIES COLLECTED- CERTIFICATE OF TITLE (CTA) FUND
COUNTY REMITTANCE SUMMARY (JANUARY – SEPTEMBER 2023)

Payment types received	
Total ACH Payments:	\$44,302,588.35
Total ADA Payments:	\$52.50
Total Cash Payments:	\$1,011,936.78
Total Check Payments:	\$19,754,977.31
Total Credit Card Payments:	\$1,328,404.44
Total EFT Payments:	\$14,325.00



COURT DEPUTY (80% GENERAL FUND/20% CTA FUND): AUXILIARY DEPUTY SHERIFF, COURT CONSTABLE, COURT BAILIFF, DEPUTY CLERK OF COURTS

Auxiliary Deputy: Replaced the Brinks courier service contract. Takes the bank deposits for Treasurer/Juvenile Court/Clerk of Courts Legal and Lancaster Title to the bank. Must maintain OPOTA training and LEADS certification. Assists with fingerprinting and provide back up security at the HOJ. CBCF checks for Probation Department.

Court Constable (See ORC 2701.07)/Court Bailiff: Arrests non-support individuals at HOJ. Serves as back up bailiff for court hearings. Assists with court recording and video conferencing equipment in courtrooms and at the jail. Assists individuals in completing Affidavits of Indigency.

Deputy Clerk of Courts: Serves as courier between HOJ and FCSO with affidavits, returns, CPOs, and bond paperwork. Trains deputies on completing court paperwork. Assists with implementation of eWarrants Project. Enters warrant/CPO information into LEADS. Other duties as assigned.

COURTVIEW 3 IMPLEMENTATION:
WENT LIVE ON AUGUST 14, 2023

CourtVIEW

Modules

Accounts Receivable

Probation

Case Management

Financial Management

Judicial Management

System Administration

Dynamic Links

Courtview Instructions

Clerk Financial Summary

Prior History Report

Case Search by Individual

Judge Calendar

BRANDEN MEYER : COMMON PLEAS COURT

Your Account Logout Tools Print Help Info

Functions Reports Codes Identities Index

Alert Docket Event Lookup Non-Case Receipt Receipt

Case Management Functions

Case Mgmt Functions

Case Processing

Case Type Case Number Citation Number

Case Initiation Case Summary Forms Generation

Batch Case Transfer Batch Scanning Bulk Event Transfer Case Linking

Case Search by Individual Case Transfer Credit for Time Criminal Case Merge

Event Calendar Global Dismissal of Costs Session Calendar Trackable Item Bulk Update

Quick Functions

Case Number

Alert Add Alert History Case Add Case Schedule Docket Add Old Case Add

File Tracking eMarriage License

Receipting

Case Number Receipt Number Citation Number

Case Receipting View Case Receipts View Non Case Receipts

Case Receipting by Party Cashier Drawer Multi-Case Receipting Non-Case Receipting Transfer Funds

Service

Tracking Number

Quick Assignment Tracking-Green Card

Certified Mailer New Service Maintenance Officer's Service Report Failure Processing Quick Initiation Result of Service Report Service Report

Other Functions

Forms and Reports Notice Generation

Ticklers Recurring Ticklers Tickler Notices Ticklers by User Batch Tickler Notice Processing

Imaging Bar Code Generation Report Standalone Imaging

Batch Receipting Initiate Batch Select Batch

Alerts Alert Notice Processing

State Reporting State Reporting OCA Reporting Georgia State Reporting

Transmissions BCII Transmissions BCII Change Disposition Selection BMV Transmission History Selection BMV Transmission Selection DPS Transmission Selection Event Daily List Selection

Tax Lien Tax Lien Import/Case Creation Tax Lien Log Tax Lien History Selection

Citations Citation Import/Case Creation Citation Cases Created Export Selection Screen

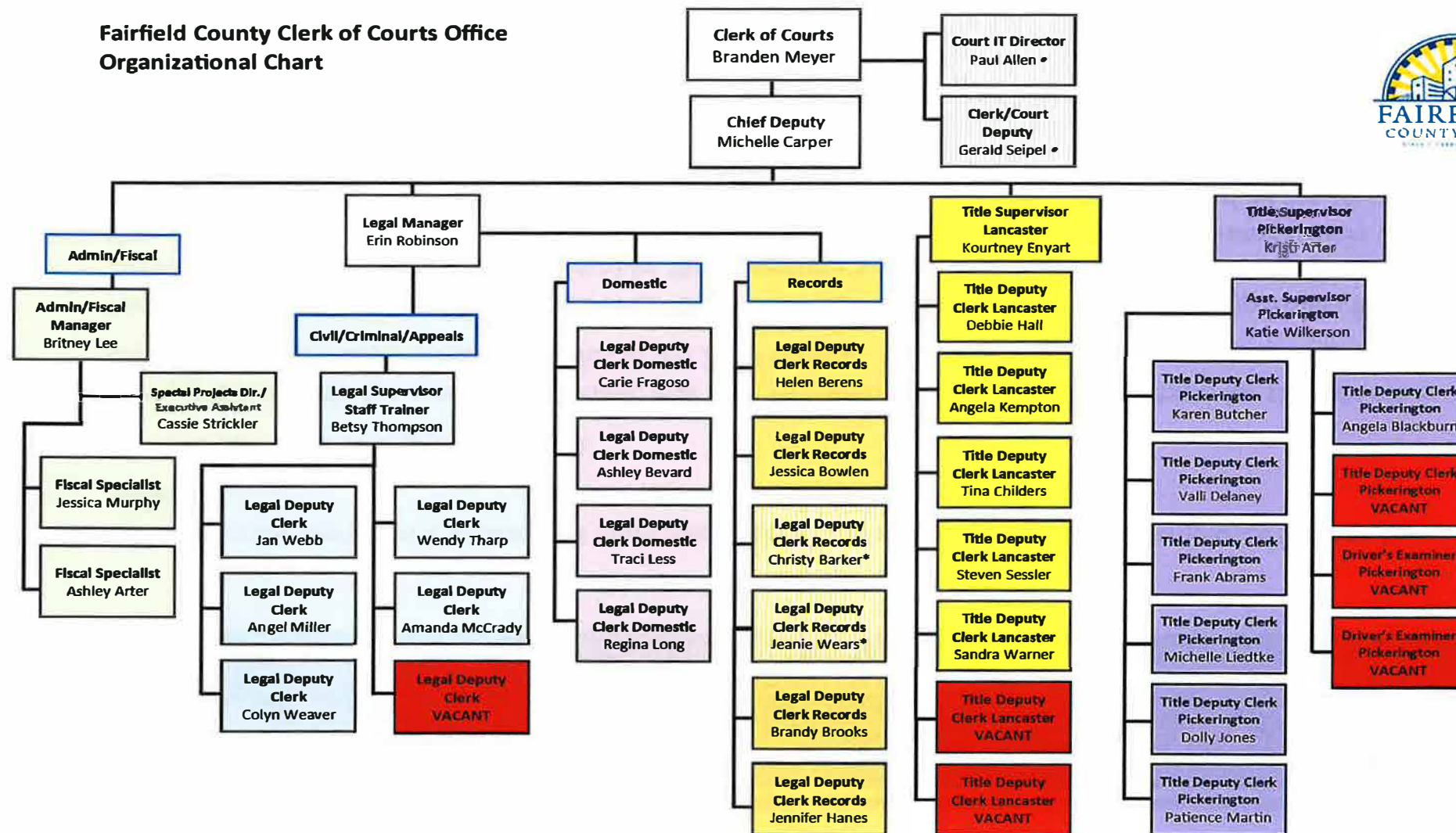
FAIRFIELD CENTER: PICKERINGTON TITLE OFFICE
OPENED ON FEBRUARY 21, 2023



PLANS FOR 2024

- Due to current workload, a vacant legal employee position and upcoming retiring title employee will not be replaced.
- Implementation of e-filing: January 2024.
- Current title vehicle has over 200,000 miles, may have to consider purchasing a new vehicle for the title office. Cost for the possible purchase is included in the 2024 budget.
- Hiring of Driver's Examiner(s) to handle in car drivers' tests at the Pickerington Title office. Approved for the 2023 Budget. Contract has been reviewed by the Prosecutor's office and requested changes are pending with the Ohio Department of Public Safety. Once finalized, the contract will be submitted to the Commissioners for approval. The driver's maneuverability course and driver's routes have already been approved by the State.
- Begin offering Passport photo services at both title offices.
- Explore creation of Legal Help Center. Partnership with Southeast Legal Services and/or Ohio State Law School.

**Fairfield County Clerk of Courts Office
Organizational Chart**



FUN FACTS

1,971=

Most titles processed
in one day
(June 6, 2016).

22,007=

most titles processed
in one month
(March 2016).

223,586=

most titles processed
in one year (2016).

\$7.485 million= total
amount transferred
from the Certificate
of Title Fund to the
county General Fund
(2014-2023).

1803= the year the
first Fairfield County
Clerk of Courts was
appointed
(Hugh Boyle).

1780=

The oldest document in
our historical archives is a
land document from
Thomas Jefferson
(July 12, 1780).

4,747,465=
Website hits in
2022.

www.FairfieldCountyClerk.com

40= the number
of employees in
the Clerk of
Courts office.

PLEASE CONTACT ME IF YOU HAVE ANY
ADDITIONAL QUESTIONS.

BRANDEN.MEYER@FAIRFIELDCOUNTYOHIO.GOV
740-652-7388

THANK
YOU!





Veteran Services Budget Summary

10.24.2023 Budget Hearing

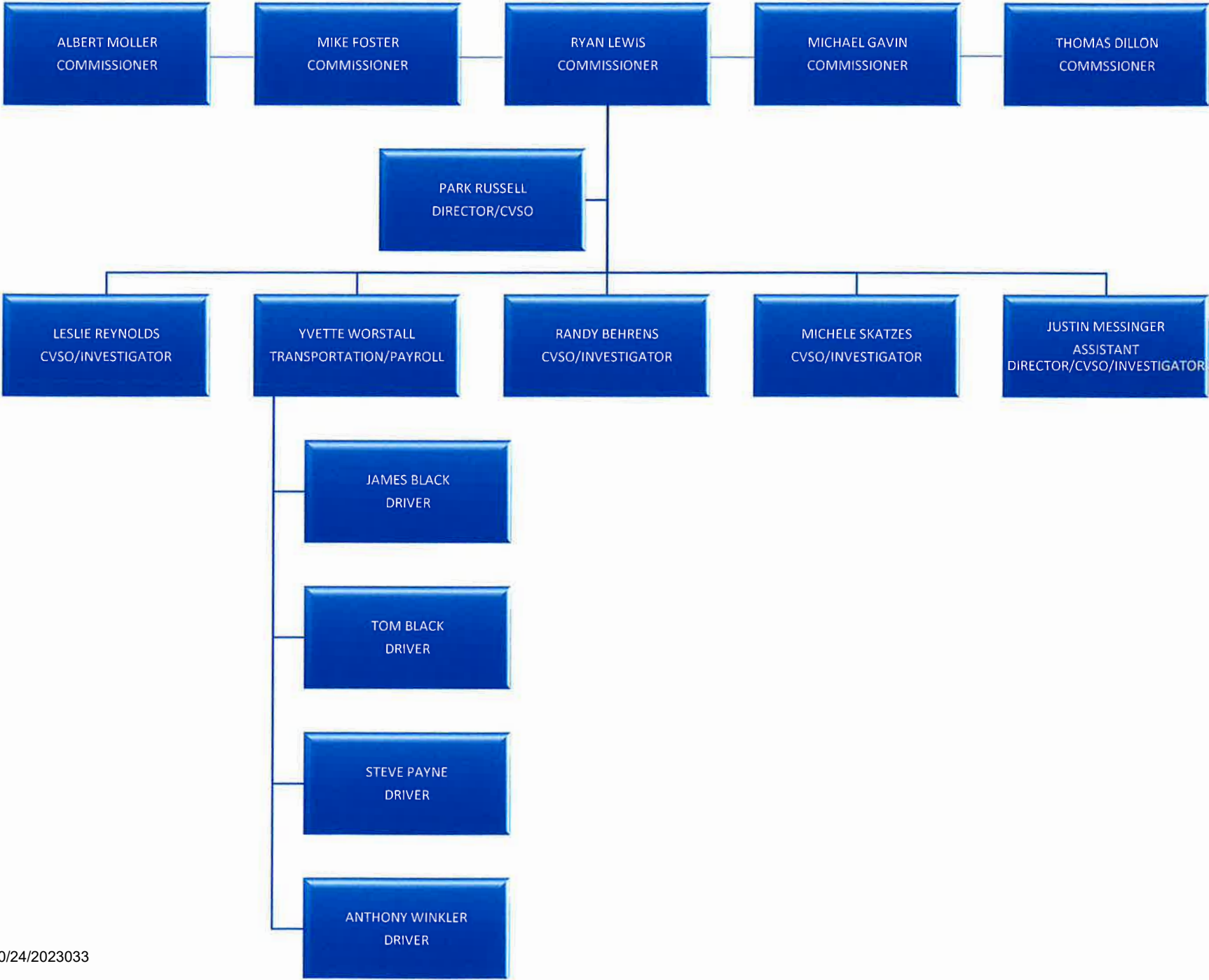
Budget Hearing Discussion Items

- Total budget 4.6% or \$86,107.31 higher than 2023
- Items outside parameters
 - Vacation Payout
 - Increase of \$9,000 or 39.1%
 - 2024 retirement
 - Sick Payout
 - Increase of \$5,000 or 71.4%
 - 2024 retirement
 - Rentals/Lease
 - Increase of \$6,000 or 8.3%
 - Contractual increase
 - Outreach Programs
 - Increase of \$20,000 or 200%
 - Pact Act
 - Advertising
 - Increase of \$5,000 or 25%
 - Increase in advertising cost.
 - Clothing-Taxable
 - Increase of \$2,500 or 100%
 - Instructed by Auditor to add this for fringe benefit.
 - Food
 - Increase of 1,000 or 100%
 - Added for conferences previously paid out of pocket.
 - Grave Markers
 - Increase of \$20,000 or 66.7%
 - Increased cost for metal and freight. It is a requirement to mark graves.

Other

- Nothing additional at this time.

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
53100100	510020	SALARY, BOARD MEMBERS	Veterans Services	Personal Services	46,378	45,500	45,500	45,500	45,500	45,500	-	45,500	-	0.0%	
53100100	511010	SALARY, EMPLOYEES	Veterans Services	Personal Services	311,260	361,310	425,000	425,000	396,680	439,875	2,125	442,000	17,000	4.0%	10.18.2023 Budget increased to a 4% increase.
53100100	514010	VACATION PAYOUT	Veterans Services	Personal Services	1,399	1,609	23,000	23,000	5,750	32,000	-	32,000	9,000	39.1%	Park Retirement
53100100	514020	SICK PAYOUT	Veterans Services	Personal Services	-	-	7,000	7,000	1,750	12,000	-	12,000	5,000	71.4%	Park Retirement
53100100	514030	COMP-TIME PAYOUT	Veterans Services	Personal Services	-	-	1,000	1,000	250	1,000	-	1,000	-	0.0%	
53100100	514050	PUBLIC SERV RECOGNITION CREDIT	Veterans Services	Personal Services	-	-	6,750	6,750	6,750	1,000	-	1,000	(5,750)	-85.2%	
53100100	521000	HEALTH INSURANCE	Veterans Services	Fringe Benefits	36,697	39,290	63,000	63,000	45,937	63,000	-	63,000	-	0.0%	
53100100	521025	HLTH INS - EAP	Veterans Services	Fringe Benefits	53	42	75	75	682	104	-	104	29	38.7%	Additional Drivers
53100100	521100	LIFE INSURANCE	Veterans Services	Fringe Benefits	226	191	360	360	261	360	-	360	-	0.0%	
53100100	521200	LTD INSUR	Veterans Services	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
53100100	521201	STD INSUR	Veterans Services	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
53100100	522000	MEDICARE	Veterans Services	Fringe Benefits	4,973	5,804	5,900	5,900	6,156	5,900	31	5,931	31	0.5%	10.18.2023 Budget increased to a 4% increase. Within parameters based on above salary budget. 10.18.2023 Budget increased to a 4% increase.
53100100	523000	RETIREMENT-PERS	Veterans Services	Fringe Benefits	49,439	56,953	55,000	55,000	52,929	61,000	298	61,298	6,298	11.5%	
53100100	526000	WORKERS COMP	Veterans Services	Fringe Benefits	2,738	2,951	5,000	5,000	5,076	5,000	-	5,000	-	0.0%	
53100100	530000	CONTRACTUAL SERVICES	Veterans Services	Contractual Services	10,377	10,471	22,000	22,486	13,498	22,000	-	22,000	-	0.0%	
53100100	540000	PURCHASED PROPERTY SERVICES	Veterans Services	Contractual Services	10,573	10,966	25,000	25,744	14,820	25,000	-	25,000	-	0.0%	
53100100	543020	VEHICLE MAINTENANCE	Veterans Services	Contractual Services	560	2,960	11,000	11,000	5,482	11,000	-	11,000	-	0.0%	
53100100	544000	RENTALS/LEASE	Veterans Services	Contractual Services	66,934	68,931	72,000	77,901	71,481	78,000	-	78,000	6,000	8.3%	Contractual Increase
53100100	550025	RELIEF ASSISTANCE	Veterans Services	Contractual Services	125,324	165,062	750,000	616,785	600,697	750,000	-	750,000	-	0.0%	
53100100	550035	OUTREACH PROGRAMS	Veterans Services	Contractual Services	42,483	94,339	10,000	25,000	35,732	30,000	-	30,000	20,000	200.0%	Pact Act
53100100	554000	ADVERTISING	Veterans Services	Contractual Services	18,700	21,020	20,000	20,000	20,000	25,000	-	25,000	5,000	25.0%	Increased advertising cost.
53100100	558000	TRAVEL REIMBURSEMENT	Veterans Services	Contractual Services	2,631	9,362	25,000	25,000	17,598	25,000	-	25,000	-	0.0%	
53100100	558002	MEAL REIM NON OVRNGT TRAVEL	Veterans Services	Contractual Services	248	432	1,500	1,500	341	1,500	-	1,500	-	0.0%	
53100100	560000	MATERIALS & SUPPLIES	Veterans Services	Materials & Supplies	-	-	65,000	64,000	15,080	65,000	-	65,000	-	0.0%	
53100100	561000	GENERAL OFFICE SUPPLIES	Veterans Services	Materials & Supplies	2,175	4,746	6,000	6,000	3,371	6,000	-	6,000	-	0.0%	
53100100	561061	CLOTHING-TAXABLE	Veterans Services	Materials & Supplies	-	-	-	-	-	2,500	-	2,500	2,500	100.0%	Instructed to add this for fringe benefit
53100100	562600	FUEL (GASOLINE/DIESEL)	Veterans Services	Materials & Supplies	7,049	10,475	17,000	17,598	12,137	17,000	-	17,000	-	0.0%	Added for conferences previously paid out of pocket
53100100	563000	FOOD	Veterans Services	Materials & Supplies	-	-	-	1,000	250	1,000	-	1,000	1,000	100.0%	
53100100	574000	EQUIPMENT, SOFTWARE & FIXTURES	Veterans Services	Capital Outlay	2,622	10,012	20,000	8,000	8,000	20,000	-	20,000	-	0.0%	
53100100	574200	VEHICLES	Veterans Services	Capital Outlay	-	-	100,000	124,000	124,000	100,000	-	100,000	-	0.0%	
53100100	574300	FURNITURE & FIXTURES	Veterans Services	Capital Outlay	4,457	4,376	20,000	3,000	2,003	20,000	-	20,000	-	0.0%	
53100101	550000	OTHER PURCHASED SERVICES	VTRNS SRVC	Contractual Services	2,363	3,091	8,000	8,000	4,000	8,000	-	8,000	-	0.0%	
53100101	550020	BURIAL EXPENSE	VTRNS SRVC	Contractual Services	30,671	23,023	45,000	45,000	20,250	45,000	-	45,000	-	0.0%	Increased cost for metal and freight.
53100101	560400	GRAVE MARKERS	VTRNS SRVC	Materials & Supplies	16,065	24,862	30,000	30,000	16,041	50,000	-	50,000	20,000	66.7%	Required to mark graves.
Total					796,394.51	977,779.42	1,885,085.00	1,844,598.00	1,267,205.00	1,968,739.00	2,453.31	1,971,192.31	86,107.31	4.6%	



Organization	Object	Account Description	2023 FINAL Budget	2024 Budget	Increase %
53100100	438019	BWC REFUND	\$0.00	\$0.00	0.00%
53100100	438020	PWRE REFUND	\$0.00	\$0.00	0.00%
53100100	510020	SALARY, BOARD MEMBERS	\$45,500.00	\$45,500.00	0.00%
53100100	511010	SALARY, EMPLOYEES	\$425,000.00	\$439,875.00	3.50%
53100100	513000	OT, OVERTIME	\$0.00	\$0.00	0.00%
53100100	514010	VACATION PAYOUT	\$23,000.00	\$32,000.00	39.13%
53100100	514020	SICK PAYOUT	\$7,000.00	\$12,000.00	71.43%
53100100	514030	COMP-TIME PAYOUT	\$1,000.00	\$1,000.00	0.00%
53100100	514050	PUBLIC SERV RECOGNITION CREDIT	\$6,750.00	\$6,750.00	0.00%
53100100	521000	HEALTH INSURANCE	\$63,000.00	\$63,000.00	0.00%
53100100	521025	HLTH INS - EAP	\$75.00	104 \$75.00	18.67%
53100100	521100	LIFE INSURANCE	\$360.00	\$360.00	0.00%
53100100	521200	DISABILITY INSURANCE LONG TERM	\$0.00	\$0.00	0.00%
53100100	521201	DISABILITY INSURANCE SHORT TER	\$0.00	\$0.00	0.00%
53100100	522000	MEDICARE	\$5,900.00	\$5,900.00	0.00%
53100100	523000	RETIREMENT-PERS	\$55,000.00	\$61,000.00	10.91%
53100100	525000	UNEMPLOYMENT	\$0.00	\$0.00	0.00%
53100100	526000	WORKERS COMP	\$5,000.00	\$5,000.00	0.00%
53100100	530000	CONTRACTUAL SERVICES	\$22,000.00	\$22,000.00	0.00%
53100100	540000	PURCHASED PROPERTY SERVICES	\$25,000.00	\$25,000.00	0.00%
53100100	543020	VEHICLE MAINTENANCE	\$11,000.00	\$11,000.00	0.00%
53100100	544000	RENTALS/LEASE	\$72,000.00	\$78,000.00	8.33%
53100100	550025	RELIEF ASSISTANCE	\$750,000.00	\$750,000.00	0.00%
53100100	550035	OUTREACH PROGRAMS	\$10,000.00	\$30,000.00	200.00%
53100100	554000	ADVERTISING	\$20,000.00	\$25,000.00	25.00%
53100100	558000	TRAVEL REIMBURSEMENT	\$25,000.00	\$25,000.00	0.00%
53100100	558002	MEAL REIM NON OVRNGT TRAVEL	\$1,500.00	\$1,500.00	0.00%
53100100	560000	MATERIALS & SUPPLIES	\$65,000.00	\$65,000.00	0.00%
53100100	561000	GENERAL OFFICE SUPPLIES	\$6,000.00	\$6,000.00	0.00%
53100100	561060	CLOTHING	\$0.00	\$0.00	0.00%
53100100	561061	CLOTHING-TAXABLE	\$0.00	\$2,500.00	#DIV/0!
53100100	561070	OTHER-SUPPLIES	\$0.00	\$0.00	0.00%
53100100	561500	EMERGENCY ORDER SUPPLIES	\$0.00	\$0.00	0.00%
53100100	562600	FUEL (GASOLINE/DIESEL)	\$17,000.00	\$17,000.00	0.00%
53100100	563000	FOOD	\$0.00	\$1,000.00	#DIV/0!
53100100	574000	EQUIPMENT, SOFTWARE & FIXTURES	\$20,000.00	\$20,000.00	0.00%
53100100	574200	VEHICLES	\$100,000.00	\$100,000.00	0.00%
53100100	574300	FURNITURE & FIXTURES	\$20,000.00	\$20,000.00	0.00%
53100101	438000	OTHER RECEIPTS	\$0.00	\$0.00	0.00%
53100101	438019	BWC REFUND	\$0.00	\$0.00	0.00%
53100101	438020	PWRE REFUND	\$0.00	\$0.00	0.00%
53100101	514050	PUBLIC SERV RECOGNITION CREDIT	\$0.00	\$0.00	0.00%
53100101	550000	OTHER PURCHASED SERVICES	\$8,000.00	\$8,000.00	0.00%
53100101	550020	BURIAL EXPENSE	\$45,000.00	\$45,000.00	0.00%
53100101	558002	MEAL REIM NON OVRNGT TRAVEL	\$0.00	\$0.00	0.00%
53100101	560400	GRAVE MARKERS	\$30,000.00	\$50,000.00	66.67%
53100101	561061	CLOTHING-TAXABLE	\$0.00	\$0.00	0.00%
53100101	561500	EMERGENCY ORDER SUPPLIES	\$0.00	\$0.00	0.00%
Total			\$1,885,085.00	\$1,974,460.00	4.74%

Raises

Payout - Park Retirement

Payout - Park Retirement

had to transfer funds last 2 years
Additional Driver

Added additional employee, never adjusted

Contractual Increase

Increased advertising cost
and PACT ACT

Told to add this for fringe benefits

Added for conferences prev paid out of pocket

Increased cost for metal and freight

Required to mark graves

Organization	Object	Account Description	2023 FINAL Budget	2024 Budget	Increase %
53100100	438019	BWC REFUND	\$0.00	\$0.00	0.00%
53100100	438020	PWRE REFUND	\$0.00	\$0.00	0.00%
53100100	510020	SALARY, BOARD MEMBERS	\$45,500.00	\$45,500.00	0.00%
53100100	511010	SALARY, EMPLOYEES	\$425,000.00	\$439,875.00	3.50%
53100100	513000	OT, OVERTIME	\$0.00	\$0.00	0.00%
53100100	514010	VACATION PAYOUT	\$23,000.00	\$32,000.00	39.13%
53100100	514020	SICK PAYOUT	\$7,000.00	\$12,000.00	71.43%
53100100	514030	COMP-TIME PAYOUT	\$1,000.00	\$1,000.00	0.00%
53100100	514050	PUBLIC SERV RECOGNITION CREDIT	\$6,750.00	\$6,750.00	0.00%
53100100	521000	HEALTH INSURANCE	\$63,000.00	\$63,000.00	0.00%
53100100	521025	HLTH INS - EAP	\$75.00	\$104.00	38.67%
53100100	521100	LIFE INSURANCE	\$360.00	\$360.00	0.00%
53100100	521200	DISABILITY INSURANCE LONG TERM	\$0.00	\$0.00	0.00%
53100100	521201	DISABILITY INSURANCE SHORT TER	\$0.00	\$0.00	0.00%
53100100	522000	MEDICARE	\$5,900.00	\$5,900.00	0.00%
53100100	523000	RETIREMENT-PERS	\$55,000.00	\$61,000.00	10.91%
53100100	525000	UNEMPLOYMENT	\$0.00	\$0.00	0.00%
53100100	526000	WORKERS COMP	\$5,000.00	\$5,000.00	0.00%
53100100	530000	CONTRACTUAL SERVICES	\$22,000.00	\$22,000.00	0.00%
53100100	540000	PURCHASED PROPERTY SERVICES	\$25,000.00	\$25,000.00	0.00%
53100100	543020	VEHICLE MAINTENANCE	\$11,000.00	\$11,000.00	0.00%
53100100	544000	RENTALS/LEASE	\$72,000.00	\$78,000.00	8.33%
53100100	550025	RELIEF ASSISTANCE	\$750,000.00	\$750,000.00	0.00%
53100100	550035	OUTREACH PROGRAMS	\$10,000.00	\$30,000.00	200.00%
53100100	554000	ADVERTISING	\$20,000.00	\$25,000.00	25.00%
53100100	558000	TRAVEL REIMBURSEMENT	\$25,000.00	\$25,000.00	0.00%
53100100	558002	MEAL REIM NON OVRNGT TRAVEL	\$1,500.00	\$1,500.00	0.00%
53100100	560000	MATERIALS & SUPPLIES	\$65,000.00	\$65,000.00	0.00%
53100100	561000	GENERAL OFFICE SUPPLIES	\$6,000.00	\$6,000.00	0.00%
53100100	561060	CLOTHING	\$0.00	\$0.00	0.00%
53100100	561061	CLOTHING-TAXABLE	\$0.00	\$2,500.00	#DIV/0!
53100100	561070	OTHER-SUPPLIES	\$0.00	\$0.00	0.00%
53100100	561500	EMERGENCY ORDER SUPPLIES	\$0.00	\$0.00	0.00%
53100100	562600	FUEL (GASOLINE/DIESEL)	\$17,000.00	\$17,000.00	0.00%
53100100	563000	FOOD	\$0.00	\$1,000.00	#DIV/0!
53100100	574000	EQUIPMENT, SOFTWARE & FIXTURES	\$20,000.00	\$20,000.00	0.00%
53100100	574200	VEHICLES	\$100,000.00	\$100,000.00	0.00%
53100100	574300	FURNITURE & FIXTURES	\$20,000.00	\$20,000.00	0.00%
53100101	438000	OTHER RECEIPTS	\$0.00	\$0.00	0.00%
53100101	438019	BWC REFUND	\$0.00	\$0.00	0.00%
53100101	438020	PWRE REFUND	\$0.00	\$0.00	0.00%
53100101	514050	PUBLIC SERV RECOGNITION CREDIT	\$0.00	\$0.00	0.00%
53100101	550000	OTHER PURCHASED SERVICES	\$8,000.00	\$8,000.00	0.00%
53100101	550020	BURIAL EXPENSE	\$45,000.00	\$45,000.00	0.00%
53100101	558002	MEAL REIM NON OVRNGT TRAVEL	\$0.00	\$0.00	0.00%
53100101	560400	GRAVE MARKERS	\$30,000.00	\$50,000.00	66.67%
53100101	561061	CLOTHING-TAXABLE	\$0.00	\$0.00	0.00%
53100101	561500	EMERGENCY ORDER SUPPLIES	\$0.00	\$0.00	0.00%
Total			\$1,885,085.00	\$1,974,489.00	4.74%



Municipal Court Clerk Budget Summary

10.24.2023 Budget Hearing

Budget Hearing Discussion Items

- Budget based on statutory requirements.

Other

- Nothing additional at this time.

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
19100100	530018	CONTRACT SERV-MUNICIPAL COURT	Municipal Court Clerk	Contractual Services	85,550	105,560	114,008	144,783	116,987	116,962	-	116,962	2,954	2.6%	
19100100	531040	WITNESS EXPENSES	Municipal Court Clerk	Contractual Services	77	114	6,000	6,000	1,681	6,000	-	6,000	-	0.0%	
Total					85,626.61	105,674.08	120,007.50	150,783.18	118,667.68	122,961.86	-	122,961.86	2,954.36	2.5%	



Auditor Budget Summary

10.24.2023 Budget Hearing

Budget Hearing Discussion Items

- Total Budget 0.8% or \$13,160.46 higher than 2023
 - Budget within parameters in 2024
- Extraordinary item
 - Health Insurance
 - Increase of \$25,276 or 13.1%
 - Resulting from a 5% increase in costs and coverage changes with new employees
- 2024 Budget Notes
 - Salary and Fringes
 - Within budget parameters
 - Vehicles
 - No vehicle purchase is anticipated in 2024. 2023 vehicle purchase order was completed for \$72k. The Auditor is still awaiting an arrival date from the vendor because of supply chain delays.
- 2024 Budget Changes
 - Contractual Services (Slide 7 of Auditor Presentation)
 - Increase of \$8,000 or 6.2%
 - Includes Auditor of State services
 - Moved ERP support to its own line in 2022; 2024 is 255K
 - Minor Changes in repairs, fuel, supplies, and software (Slide 7 of Auditor Presentation)
 - Repair and Maintenance - Increase of \$1,000 or 33.3%
 - Fuel – Increase of \$1,000 or 16.7%
 - General Office Supplies – Increase of \$2,000 or 14.3%
 - Equipment, Software, and Fixtures – Increase of \$2,000 or 100%. No purchases in 2023
- 2024 General Fund Revenue (Slide 17 of Auditor Presentation)
- Other Presentation items
 - Slide 5 - 2024 General Fund – Auditor
 - Slide 8 – Summary – Department Review
 - Slide 9 – 2025 go forward
 - Slide 10 – General Fund savings
 - Slide 12-16 – Real Estate Assessment Fund
 - Slide 17 – General Fund Revenue



- Slide 18-19 – Highlights of Goals and New Public Value
- Slide 20 – Table of Organization
- Slide 21 – Employee Feedback

Other

- Nothing additional at this time

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
10100100	510010	SALARY, ELECTED OFFICIALS	Auditor	Personal Services	94,928	96,589	98,279	98,279	98,279	99,999	-	99,999	1,720	1.8%	
10100100	511010	SALARY, EMPLOYEES	Auditor	Personal Services	578,249	739,011	776,000	777,652	720,661	803,160	3,880	807,040	31,040	4.0%	
10100100	513000	OT, OVERTIME	Auditor	Personal Services	91	112	5,000	5,000	2,034	1,000	-	1,000	(4,000)	-80.0%	
10100100	514010	VACATION PAYOUT	Auditor	Personal Services	31,787	10,410	-	7,738	29,689	2,000	-	2,000	2,000	100.0%	
10100100	514020	SICK PAYOUT	Auditor	Personal Services	-	-	-	10,610	23,681	2,000	-	2,000	2,000	100.0%	
10100100	514030	COMP-TIME PAYOUT	Auditor	Personal Services	5,526	648	-	-	9	-	-	-	-	0.0%	
10100100	514050	PUBLIC SERV RECOGNITION CREDIT	Auditor	Personal Services	-	-	5,250	5,250	4,250	3,125	-	3,125	(2,125)	-40.5%	
10100100	521000	HEALTH INSURANCE	Auditor	Fringe Benefits	149,109	167,718	193,500	193,500	177,405	207,820	10,956	218,776	25,276	13.1%	Dr. Browns Summary - Used a 5% increase with included coverage changes.
10100100	521025	HLTH INS - EAP	Auditor	Fringe Benefits	25	16	100	100	55	100	-	100	-	0.0%	
10100100	521100	LIFE INSURANCE	Auditor	Fringe Benefits	477	431	650	650	451	650	-	650	-	0.0%	
10100100	521200	LTD INSUR	Auditor	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
10100100	521201	STD INSUR	Auditor	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
10100100	522000	MEDICARE	Auditor	Fringe Benefits	9,855	11,881	12,800	12,800	12,384	13,300	56	13,356	556	4.3%	
10100100	523000	RETIREMENT-PERS	Auditor	Fringe Benefits	93,938	115,717	123,100	123,100	115,154	127,600	543	128,143	5,043	4.1%	
10100100	526000	WORKERS COMP	Auditor	Fringe Benefits	4,832	5,689	8,000	8,000	5,715	8,000	-	8,000	-	0.0%	
10100100	529030	INCTAX	Auditor	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
10100100	530000	CONTRACTUAL SERVICES	Auditor	Contractual Services	77,022	119,980	130,000	266,744	177,261	138,000	-	138,000	8,000	6.2%	Highlights included in presentation
10100100	533030	AUDITING	Auditor	Contractual Services	-	-	1,000	1,000	250	1,000	-	1,000	-	0.0%	
10100100	543000	REPAIR AND MAINTENANCE	Auditor	Contractual Services	795	4,075	3,000	3,000	1,006	4,000	-	4,000	1,000	33.3%	Highlights included in presentation
10100100	543011	MUNIS SUPP	Auditor	Contractual Services	-	242,731	243,000	238,000	209,863	255,150	-	255,150	12,150	5.0%	
10100100	550400	TRAINING, MEMBERSHIP, DUES	Auditor	Contractual Services	13,077	13,350	9,000	12,161	14,566	9,000	-	9,000	-	0.0%	
10100100	554000	ADVERTISING	Auditor	Contractual Services	673	23,799	25,000	1,815	1,594	25,000	-	25,000	-	0.0%	
10100100	555000	PRINTING AND BINDING	Auditor	Contractual Services	541	-	2,000	4,000	1,000	2,000	-	2,000	-	0.0%	
10100100	558000	TRAVEL REIMBURSEMENT	Auditor	Contractual Services	1,099	2,971	9,000	8,758	8,470	9,000	-	9,000	-	0.0%	
10100100	558002	MEAL NONTR	Auditor	Contractual Services	-	160	1,000	1,000	250	1,000	-	1,000	-	0.0%	
10100100	560000	MATERIALS & SUPPLIES	Auditor	Materials & Supplies	-	-	-	-	-	-	-	-	-	0.0%	
10100100	561000	GENERAL OFFICE SUPPLIES	Auditor	Materials & Supplies	7,257	13,060	14,000	17,534	15,150	16,000	-	16,000	2,000	14.3%	Highlights included in presentation
10100100	561045	EQUIP MAINT SUPPLIES/PARTS	Auditor	Materials & Supplies	-	76	-	-	-	-	-	-	-	0.0%	
10100100	561060	CLOTHING	Auditor	Materials & Supplies	-	-	-	-	-	-	-	-	-	0.0%	
10100100	561061	CLOTHING-TAXABLE	Auditor	Materials & Supplies	-	950	500	500	274	500	-	500	-	0.0%	
10100100	561500	EMERGENCY ORDER SUPPLIES	Auditor	Materials & Supplies	-	-	-	-	-	-	-	-	-	0.0%	
10100100	562600	FUEL (GASOLINE/DIESEL)	Auditor	Materials & Supplies	1,778	2,720	6,000	6,979	2,812	7,000	-	7,000	1,000	16.7%	Highlights included in presentation
10100100	563000	FOOD	Auditor	Materials & Supplies	-	18	-	392	490	500	-	500	500	100.0%	
10100100	564000	BOOKS & PERIODICALS	Auditor	Materials & Supplies	-	-	-	-	-	-	-	-	-	0.0%	
10100100	574000	EQUIPMENT, SOFTWARE & FIXTURES	Auditor	Capital Outlay	-	20,630	-	2,928	1,537	2,000	-	2,000	2,000	100.0%	Highlights included in presentation

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total Bud vs 23OrgBud	24 vs 23 %Inc/Dec	Notes:
10100100	574200	VEHICLES	Auditor	Capital Outlay	-	-	75,000	72,072	72,072	-	-	-	(75,000)	-100.0%	Highlights included in presentation
10100100	574300	FURNITURE	Auditor	Capital Outlay	-	-	-	-	-	-	-	-	-	0.0%	
10100100	590300	REFUNDS/REIMBURSEMENT	Auditor	Other	-	-	-	-	-	-	-	-	-	0.0%	
Total					1,071,058.33	1,592,740.92	1,741,179.00	1,879,561.45	1,696,360.31	1,738,904.00	15,435.46	1,754,339.46	13,160.46	0.8%	



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County Auditor

Budget Hearing Presentation
October 24, 2023



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2


Objectives

- *highlight* departmental budgets
- *review* general fund revenue projections
- *celebrate* goals & accomplishments
- *answer* questions

3

2024 General Fund Department - Auditor

- **\$1.754 M**
- **.76% increase over prior year- about \$13,160**



FAIRFIELD
COUNTY - OHIO

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4

General Fund parameters *fully compliant with parameters*

- Up to a 5% increase in merit supported by a 4% increase in salary budget
- Appropriate adjustments to variable fringe benefits
- No new positions added to the table of organization
- 5% increase in employer share of health benefits
- Minor adjustments among other lines for reality
- Less than a 1% change from the prior year (.76%)



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5

General Fund – Auditor Highlights \$1.754 M

- *Up to 5% merit-based increases*
- *4% increase in salary line*
- *accommodates policy for 2024*
- *Codified salary of elected official*
- 5% increase in health benefit plan; changes in coverage

6

additional highlights

- Contractual services
 - includes Auditor of State services
 - Moved ERP support to its own line in 2022; 2024 is 255K
- Computer equipment purchased in 2022 – *none in 2024*
- “One-time” vehicle in 2023 – *none in 2024*
- Minor changes, *such as with repairs, fuel, supplies, software*



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7

Summary - Departmental Review

- The 2024 proposed budget is ***within parameters***.
- ***Merit-based*** increases - We advocated for and ***appreciate*** higher merit-based scales given inflation. We have consistently ***documented*** performance assessments, including interim assessments for all employees.
- A ***5% increase in health benefits*** (with coverage changes) is included.
- ***Minor increases*** for the Auditor of State; support for enterprise resource planning; repairs; fuel; and supplies are included.
- There is ***a plan for replacement of equipment***, and no general fund appropriations are needed until **2026**. The schedule for replacements has been shared for planning purposes.



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8

2025 forward

- AOS fees may increase (technical market; crisis statewide)
- Placeholder (\$150K for SaaS - formerly ARPA)
- Potential software upgrade for accounting (relatively minor - but will be evaluated for ROI)
- Potential contracted services to support centralized data management for enterprise resource planning (relatively minor - but will be evaluated for ROI)



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9

GIS - Exceptional Services

Request - Keep the **door open** for justifiable requests in connection with public safety and other services - Lowered general fund costs voluntarily

Since 2022, savings for general fund:
\$ 375 K



10

Additional county savings:
\$26,000 annually

Procedure Adjustments for
*Court Reporter Services & Budget
Commission Services*

*Exponential savings
for multiple entities*

11



Real Estate Assessment Fund

Special Revenue Fund

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12

REA Fund
–
Highlights
\$2.9 M

- **Merit-based** increases (up to 5%)
 - 5% to accommodate full table of organization & Prosecutor support
- Overall *decrease* of about \$1M is due to the (favorable) **2023** sexennial update contract
- **No allocation** from general fund
- **Long-term fund health** is monitored
- **Inter-period equity** for 2024

REA

- Carryover 2023, estimate \$ 5 M
- Estimated Receipts 2.9 M
- Estimated Expenditures 2.9 M
- Carryover 2024, estimate \$ 5 M



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10/24/2023049

7

REA Long-term Plan – through 2029

- Estimating activity based on history; will monitor & adjust; *HB 187 will have an effect – we will be able to manage that*
- Carryover ranges from \$4.3M to \$5.7M
 - Fluctuations are expected for the fund
 - No major capital outlay over \$155 K through 2029
- Added GIS expenditures fully in 2022; *public safety is a major effort; will monitor for additional mapping technology*
- .10 of lead Prosecuting Attorney



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REA Long-term Plan

- Plan shows ability to meet needs
 - Triennial update was in 2022 – *based on market values/sales*
 - Sexennial reappraisal is in 2025 – *statistical analysis is underway*



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2024 general fund revenue projections

- \$61.5 M
- Investment earnings of \$5 M, *flat - will adjust with Treasurer notification*
- Property taxes of \$13.6 M, (no reassessment, 1% increase)
- Sales taxes of \$28.9 M, 2.25% increase over 2023 estimate
- Casino revenues of \$2.175 M
- Conveyance fees of \$3.4 M
- Jail rental income of \$181 K
- Transfer *not* reflected



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Highlights of Goals


- Excellence in Service, Transparency, & Communications
- BOR, Budget Commission - *positive structural changes*
- Financial Systems Integration - *SaaS was a Success*
- Improvements in Technology - *lodging tax collection; GIS & REA*
- Supervisory Support & Training
- Leadership Focus
- Ongoing Strategic Planning
- *Handouts*



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New Public Value



Innovation + Efficient Execution

- Technology – additional services – conveyance, legal descriptions, and address changes
- Customer Service
- Collaboration (Budget Commission)
- Sustainability – Finance processes
- Knowledge Transfer
- Board of Revision



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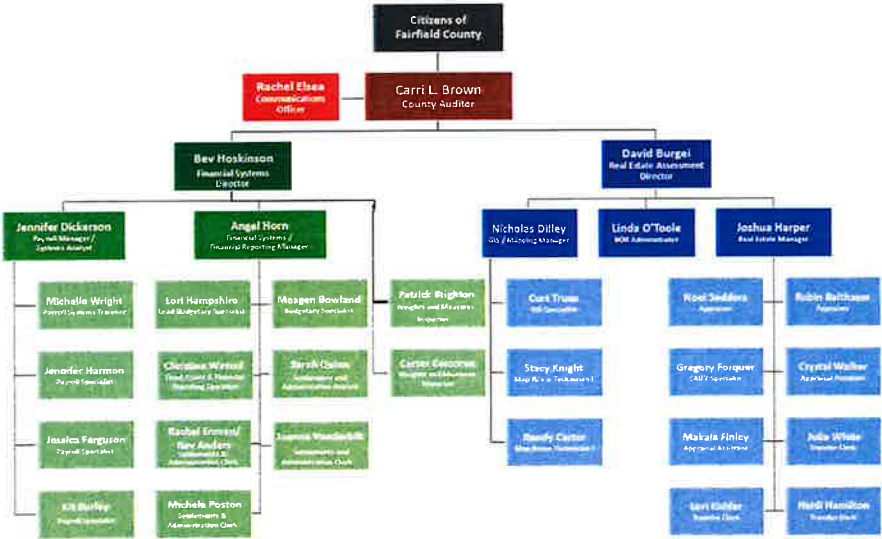



Table of Organization - 31.375 FTEs
(2.5 fewer FTEs – "like comparison" in 2022)



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Employee Feedback

- 100% have individual goals & performance assessments.
- 100% were provided training opportunities in 2023.
- 96% report they feel supported by their supervisor.
- 96% report opportunity to identify strengths at work.
- 92% report opportunity to sharpen their strengths.
- 17% had intention to turnover, below previous 25%
- 29% felt a high degree of negative stress, below previous 48%



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Our Brand is Excellence



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FAIRFIELD COUNTY, OHIO

Annual Comprehensive Financial Report



For the Year Ended December 31, 2022

Issued by Carri L. Brown, PhD, MBA, CGFM

Fairfield County Auditor

Fairfield County, Ohio

Popular Annual Financial Report

For the Year Ended December 31, 2022



Issued by Carri L. Brown, PhD, MBA, CGFM

Fairfield County Auditor



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Questions?


Carri L. Brown, PhD, MBA, CGFM

County Auditor

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2022-2024 STRATEGIC PLAN
STRATEGIC THEMES

Provide Supervisory Support
& COACHING OPPORTUNITIES FOR TEAM MEMBERS



UPDATE FINANCIAL AND REA PROCESSES TO
Add Value

FOCUS ON STRENGTHS AND
Customer Service



Improve Communication
AND OUTREACH

Improve Use of Technology
AND RECORDS MANAGEMENT PROCESSES



Your Fairfield County Auditor's Office

AT-A-GLANCE



31,375
FULL-TIME
EMPLOYEES



33,875
2.5 full-time
employees fewer
than one year ago

37%
of employee salaries
are supported by the
General fund



63%
of salaries are supported
by the **Real Estate
Assessment fund**

COUNTY AUDITOR EMPLOYEES ARE **highly trained, skilled, and experienced.**



have obtained a
**professional certification or
association certificate**



have an **associate degree**
or two-year certificate within a
technical discipline



have a **bachelor's degree**
or higher, which is above
the state average of 29.7%



have at least **5 years** of
governmental service

Above national and state averages for education and experience

COUNTY AUDITOR EMPLOYEES ARE **highly-engaged in outreach and community efforts.**

Professional Organizations

Employees are actively involved in a number of professional organizations, including: Association of Government Accountants, County Auditor Association of Ohio, Destination Downtown Lancaster, Government Finance Officers Association, International Association of Assessing Officers, Lancaster Special Improvement District, and Mid-Ohio Regional Planning Commission.



Civic Organizations

Employees are school volunteers and coaches. Many are church volunteers and are involved in other civic groups.

Employees are active participants in:

- United Way
- Salvation Army
- Meals on Wheels
- Chamber of Commerce
- Rotary Clubs
- The Masons
- Moose Lodge
- Eagles
- Pink Hope Society
- Fairfield Medical Center TWIGs
- Lancaster Ohio Biker Club
- Charity Newsies
- Red Cross

CONTACT US!

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Your Fairfield County Auditor's Office:
BY THE NUMBERS



We Serve. We Protect. We Connect.

162,898 POPULATION
3 CITIES
13 TOWNSHIPS
12 VILLAGES

Aa2 BOND RATING
\$200+ Million ALL FUNDS BUDGET



279 M+
Capital assets



72,000+
Parcels



\$100M+
New construction assessed

DID YOU KNOW?

Fairfield County unemployment and poverty rates are below state average.



26,000+
Checks/EFTs issued



416
Vendor licenses issued—up 67% since 2017



6,750
Properties conveyed annually

Modernized Minimum Conveyance Standards

DID YOU KNOW?

70%
Conveyances processed electronically

21,203+
Dog licenses issued

\$5.84B+
Total county-wide assessed valuation

108,297+
Registered voters

WHY DO WE EXIST? We provide leadership with essential financial reporting and data management services to improve accountability, trustworthiness, and credibility in the private and public sectors.

728
Surveys collected

250
Address changes made online

Of the Participants Surveyed...



felt they were able to discuss their specific topic



stated they received courteous customer service



think the Auditor should continue holding informal hearings

GIS created a virtual tour of county buildings that can be found on the Fairfield County homepage

DID YOU KNOW?



Financial systems technology updated



6,738
Water bottles saved



Hotel/motel tax tech improvements

Fairfield County has the lowest sales tax rate in the region

DID YOU KNOW?

3,815
Social media followers

1 Day
Public records requests answered, on average

117
BOR hearings held

30+
Press releases issued

Data current as of October, 2023

"Awesome folks working here! The best in Government! Very courteous and helpful with my needs. They went over and beyond helping me. Fantastic service! Best I've found anywhere."

- Respondent of customer survey!



Dr. Carri Brown
Fairfield County Auditor

CONTACT US!

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Strategic Plan



The mission of the Fairfield County Auditor's Office is to perform statutory duties with excellence, integrity, and innovation while embracing outstanding internal and external customer service to continuously improve county government.

THEMES				
Provide Supervisory Support & Coaching Opportunities for Team Members	Focus on Strengths & Customer Service	Improve Communication and Outreach	Improve Use of Technology and Records Management Processes	Update Financial and REA Processes to Add Value
GOALS ACHIEVED				
<p>Accomplishments:</p> <ul style="list-style-type: none"> ✓ All-staff touch-base meetings ✓ Third all-staff survey ✓ Position description updates ✓ In-services re: referrals and annual retreats ✓ Issued an office Code of Ethical Conduct ✓ Request by CAAO to create and host leadership conference <p>Training/Development:</p> <ul style="list-style-type: none"> ✓ Mid-term and annual performance assessments ✓ 1:1 meetings: Time with the County Auditor Initiative ✓ In-services and annual retreats ✓ Team building and recognition activities ✓ Strengths assessments ✓ Individualized, goal-setting coaching sessions ✓ Performance assessment activities supervisor training ✓ Received first-ever tech-credit grant ✓ Celebrate Women & Leadership Summit ✓ Members of AGA, GFOA, and CPIM - attend multiple seminars <p>Awards:</p> <ul style="list-style-type: none"> ✓ Developed a traveling trophy award: The Excellence Project ✓ 100% of employees obtained National Association of Counties High Performance Leadership Certifications and other certifications 	<p>Accomplishments:</p> <ul style="list-style-type: none"> ✓ Championed customer service standards ✓ Happiness Project to increase community engagement and build upon individual strengths ✓ Honored those with exceptional Weights & Measures practices ✓ Inventory assignments for efficiency and to support internal customers ✓ Continuity of operations plans ✓ Physical locations to support job shadowing and service provision ✓ Documented open meeting procedures for the TIRCs, BOR, and Budget Commission ✓ Met all deadlines for payroll and financial reporting ✓ Conducted outreach with associations and the general public (more than 60 presentations conducted) ✓ Provided same-day legal review for lot splits <p>Training/Development:</p> <ul style="list-style-type: none"> ✓ Record 98% CAUV apps returned prior to April 4 deadline ✓ Created lot splits factsheet to help with house development ✓ Conducted internal trainings ✓ Two-week onboarding training for new employees ✓ Conducted customer surveys <p>Awards:</p> <ul style="list-style-type: none"> ✓ NACo Achievement Award for Board of Revision services and statewide references 	<p>Accomplishments:</p> <ul style="list-style-type: none"> ✓ 300 visitors to REA building during Tour of Homes ✓ Hosted inaugural Real Estate Summit ✓ Partnered with OSU Ext. for landscaping project ✓ Public records request response: one-day average ✓ Website inquiry response: one-day average ✓ Tripled social media presence ✓ Updated office directory with purpose statements and contact information ✓ Monthly newsletter for internal and external customers ✓ 30+ news releases distributed, (Up from 0 in 2021) ✓ Proclamations for accounting/appraising skill awareness, GIS, W&M ✓ Multiple Auditor fact sheets and videos ✓ Updated websites to provide more information for the public ✓ Served as subject matter experts to other counties <p>Training/Development:</p> <ul style="list-style-type: none"> ✓ Attended township, school district, and other entity meetings ✓ Conducted diversity, equity, and inclusion training ✓ Conducted ethics training ✓ Conducted mental health first aid training ✓ Partnered with Ohio Prisons for workforce training 	<p>Accomplishments:</p> <ul style="list-style-type: none"> ✓ GIS partnership with public safety to improve response times ✓ New informal hearing electronic scheduling option ✓ Electronic signature process ✓ Electronic option for the conveyance of property, now used more than 70% of the time ✓ Map of the Month initiative ✓ New monitoring tool for financial systems technology ✓ One of first county offices to implement new phones and multi-factor authentication ✓ Participated in Records Commission ✓ Reviewed websites for ADA-compliance ✓ Maintained current technology for GIS users, including multiple county entities ✓ Managed software as a service function for financial systems to reduce down-time <p>Training/Development:</p> <ul style="list-style-type: none"> ✓ Participated in county-wide IT group ✓ Cybersecurity training for team ✓ Implemented AI for improved motel lodging tax collections to benefit tourism <p>Awards:</p> <ul style="list-style-type: none"> ✓ GIS received 1st place in the statewide Analytic Mapping Contest ✓ GIS showing leadership in statewide workgroup to improve digital parcels 	<p>Accomplishments:</p> <ul style="list-style-type: none"> ✓ Intentional in-reach strategies to help internal customers ✓ Fact sheets to support local school districts and libraries ✓ New capitalization threshold and depreciation ✓ Waived requirements for Budget Commission formal hearings ✓ Participated in multiple work groups to improve countywide services ✓ Improved technology deliverables ✓ Contract monitoring tool ✓ Civic education tools for real estate assessment; three videos ✓ Updated Internal Control Manual ✓ Informal hearings ✓ Appraisal and new construction notices ✓ Minimum standards for conveyance of property ✓ Conduct of TIRC meetings, established website presence ✓ Efficiency of Board of Revision processes <p>Training/Development:</p> <ul style="list-style-type: none"> ✓ New GASB Standards ✓ Payroll training activities, inter-and intra-departmentally ✓ Payroll onboarding processes <p>Awards:</p> <ul style="list-style-type: none"> ✓ Excellence Awards for Financial and Popular Reporting

HONORS...

- National Award of Excellence in Financial Reporting
- National Award of Excellence in Popular Reporting
- Inaugural OU Women's Leadership Summit
- Staff featured in state and local news publications
- 1st Place Statewide Analytical Maps (GIS)
- National Compendium of GIS Best Practices
- Best Practice for Civic Outreach - Athens Advocacy
- 100% of team achieved a Certificate of High Performance Leadership for National Association of Counties (NACo)
- Dr. Carri Brown, 2023 FBI Citizenship Academy and Community Emergency Response Team training graduate
- Coronet Awards from the Fairfield County Heritage Association

PRESENTATIONS AVAILABLE

- Proper Public Purpose
- Grants 101
- Leadership Training
- Strategic Planning
- The Role of Local Government and the County Auditor

CONTACT US!

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Economic Development Budget Summary

10.16.2023 Budget Hearing

Budget Hearing Discussion Items

- Total Budget 2.2% or \$29,456 higher than 2023
- Items Out of Parameters
 - Salary, Employees
 - Increase of \$15,906 or 4.3%
 - New position was higher than originally anticipated. Position Started March
Economic Development Coordinator
 - Travel Reimbursement
 - Increase of \$6,000 or 60%
 - Travel related to new position and increased meetings

Other

- No additional items at this time

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total		Notes:
													Bud vs 23OrgBud	24 vs 23 %Inc/Dec	
12100101	511010	SALARY, EMPLOYEES	Economic Devpt	Personal Services	184,586	247,187	373,245	373,245	387,883	389,151	-	389,151	15,906	4.3%	New position was higher than originally anticipated. Position Started March. Economic Development Coordinator.
12100101	513000	OT, OVERTIME	Economic Devpt	Personal Services	13	479	500	500	317	500	-	500	-	0.0%	
12100101	514010	VACATION PAYOUT	Economic Devpt	Personal Services	2,246	-	2,000	2,000	500	2,000	-	2,000	-	0.0%	
12100101	514050	PUBLIC SERV RECOGNITION CREDIT	Economic Devpt	Personal Services	-	-	500	500	500	-	-	-	(500)	-100.0%	
12100101	521000	HEALTH INSURANCE	Economic Devpt	Fringe Benefits	51,628	75,392	114,400	114,400	104,317	120,120	-	120,120	5,720	5.0%	
12100101	521025	HLTH INS - EAP	Economic Devpt	Fringe Benefits	10	-	26	26	7	26	-	26	-	0.0%	
12100101	521100	LIFE INSURANCE	Economic Devpt	Fringe Benefits	127	138	264	264	206	264	-	264	-	0.0%	
12100101	521200	LTD INSUR	Economic Devpt	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
12100101	521201	STD INSUR	Economic Devpt	Fringe Benefits	-	-	-	-	-	-	-	-	-	0.0%	
12100101	522000	MEDICARE	Economic Devpt	Fringe Benefits	2,560	3,388	5,415	5,415	5,389	5,635	-	5,635	220	4.1%	
12100101	523000	RETIREMENT-PERS	Economic Devpt	Fringe Benefits	25,634	34,673	52,255	52,255	54,331	54,365	-	54,365	2,110	4.0%	
12100101	526000	WORKERS COMP	Economic Devpt	Fringe Benefits	1,146	1,546	5,888	5,888	2,454	5,888	-	5,888	-	0.0%	
12100101	530000	CONTRACTUAL SERVICES	Economic Devpt	Contractual Services	98,367	99,964	111,299	134,456	128,971	134,456	(23,157)	111,299	-	0.0%	
12100101	530312	WORKFORCE DEVPT GRANT	Economic Devpt	Contractual Services	201,252	136,910	230,000	263,273	263,273	230,000	-	230,000	-	0.0%	
12100101	531500	EMERGENCY ORDER SERVICES	Economic Devpt	Materials & Supplies	-	-	-	-	-	-	-	-	-	0.0%	
12100101	541001	ELECTRIC/UTILITES	Economic Devpt	Contractual Services	116,811	130,668	170,000	170,000	149,722	170,000	-	170,000	-	0.0%	
12100101	543000	REPAIR AND MAINTENANCE	Economic Devpt	Contractual Services	-	1,280	5,000	5,000	1,250	5,000	-	5,000	-	0.0%	
12100101	554000	ADVERTISING	Economic Devpt	Contractual Services	-	-	1,000	1,000	250	1,000	-	1,000	-	0.0%	
12100101	558000	TRAVEL REIMBURSEMENT	Economic Devpt	Contractual Services	1,176	5,199	10,000	13,000	9,106	16,000	-	16,000	6,000	60.0%	Travel related to new position and increased meetings.
12100101	558002	MEAL REIM NON OVRNGT TRAVEL	Economic Devpt	Contractual Services	115	35	1,300	1,300	325	1,300	-	1,300	-	0.0%	
12100101	561000	GENERAL OFFICE SUPPLIES	Economic Devpt	Materials & Supplies	846	839	1,800	1,800	2,176	1,800	-	1,800	-	0.0%	
12100101	561060	CLOTHING	Economic Devpt	Materials & Supplies	-	48	-	150	148	-	-	-	-	0.0%	
12100101	561061	TAXCLOTH	Economic Devpt	Materials & Supplies	-	464	-	750	717	-	-	-	-	0.0%	
12100101	574000	EQUIPMENT, SOFTWARE & FIXTURES	Economic Devpt	Capital Outlay	143,907	147,836	200,000	260,777	260,777	200,000	-	200,000	-	0.0%	
12100101	590160	COMMUNITY SUPPORT	Economic Devpt	Other	66,800	19,200	41,800	41,800	41,800	41,800	-	41,800	-	0.0%	
Total					897,223.84	905,248.18	1,326,692.00	1,447,798.94	1,414,716.36	1,379,305.00	(23,157.00)	1,356,148.00	29,456.00	2.2%	



JFS Budget Summary

10.24.2023 Budget Hearing

Budget Hearing Discussion Items

- Transfers, Children Services Allocation
 - Increase of \$51,559 or 3%
- Transfers, Human Services Allocation
 - Decrease of \$10,071 or -2.5% due to a reduction in mandated share
- Transfers, CSEA
 - Increase of \$6,785 or 3%
- Domestic Relations Court Caseworker Transfer to CPS
 - Increase of \$1,441 or 3%

Other

- No additional items at this time.

ORG	OBJECT	DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org Bud	2023 Rev Bud	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total		Notes:
													Bud vs 23OrgBud	24 vs 23 %Inc/Dec	
12100149	700003	TRANSFERS, CHILDREN SERVICES	Allocations/Transfers	Transfers	1,591,510	1,623,340	1,718,639	1,718,639	1,718,640	1,816,083	(45,885)	1,770,198	51,559	3.0%	Holding same methodology for increases.
12100149	700004	TRANSFERS, HUMAN SERVICES	Allocations/Transfers	Transfers	246,808	388,908	398,349	398,349	398,349	387,607	671	388,278	(10,071)	-2.5%	Holding same methodology for increases. Includes a redcuton in Mandataed Share of \$14,099.
12100149	700005	TRANSFERS, CSEA	Allocations/Transfers	Transfers	197,229	221,174	226,150	226,150	226,150	231,238	1,697	232,935	6,785	3.0%	Holding same methodology for increases.
12100149	700306	DR CRT TRANSFER TO CPS	Allocations/Transfers	Transfers	10,767	46,997	48,055	48,055	48,055	49,136	360	49,496	1,441	3.0%	Holding same methodology for increases.
Total					2,046,314.00	2,280,419.00	2,391,193.00	2,391,193.00	2,391,193.90	2,484,064.00	(43,157.00)	2,440,907.00	49,714.00	2.1%	

Fairfield County Job & Family Services Budget Hearing

October 2023

2023 Agency Initiatives

JFS continues to be a leader in innovative strategies to maximize allocations and increase revenue while controlling expenditures.

1. Working through our strategic plan
2. Recruitment and retention
3. Enhancing customer service through multiple pilot initiatives

Protective Services Levy

Assumptions

Levy Revenue:

- Levy generates \$7,925,000 annually from 2024-2027, based on Auditor's levy revenue estimate of \$7,925,000 for 2024

Non-levy Revenue:

- Non-levy revenue held flat based on January – July 2023 annualized revenue

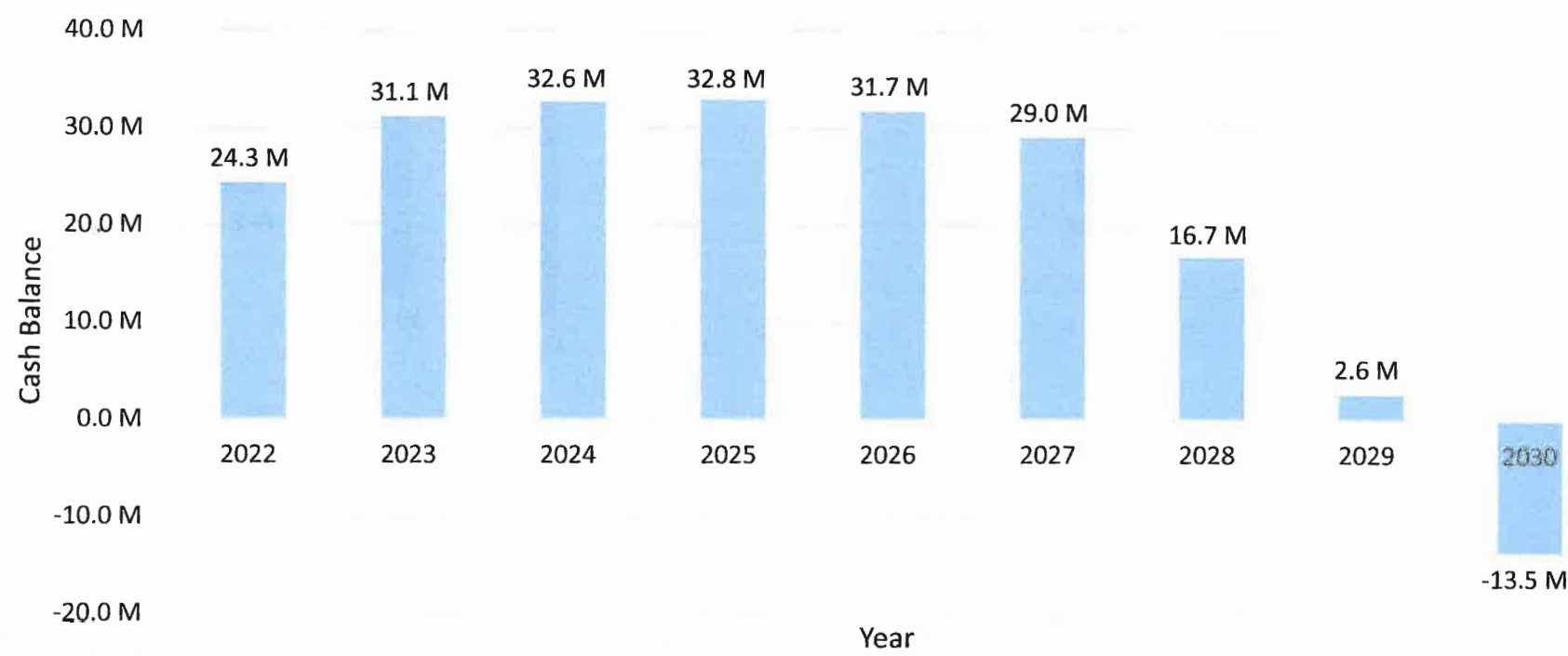
Expenses:

- Total expenses increase 9% annually based on 5 year average and historic trends

Cash balance with no levy renewal, 2022-2030

Cash balance becomes negative in 2030

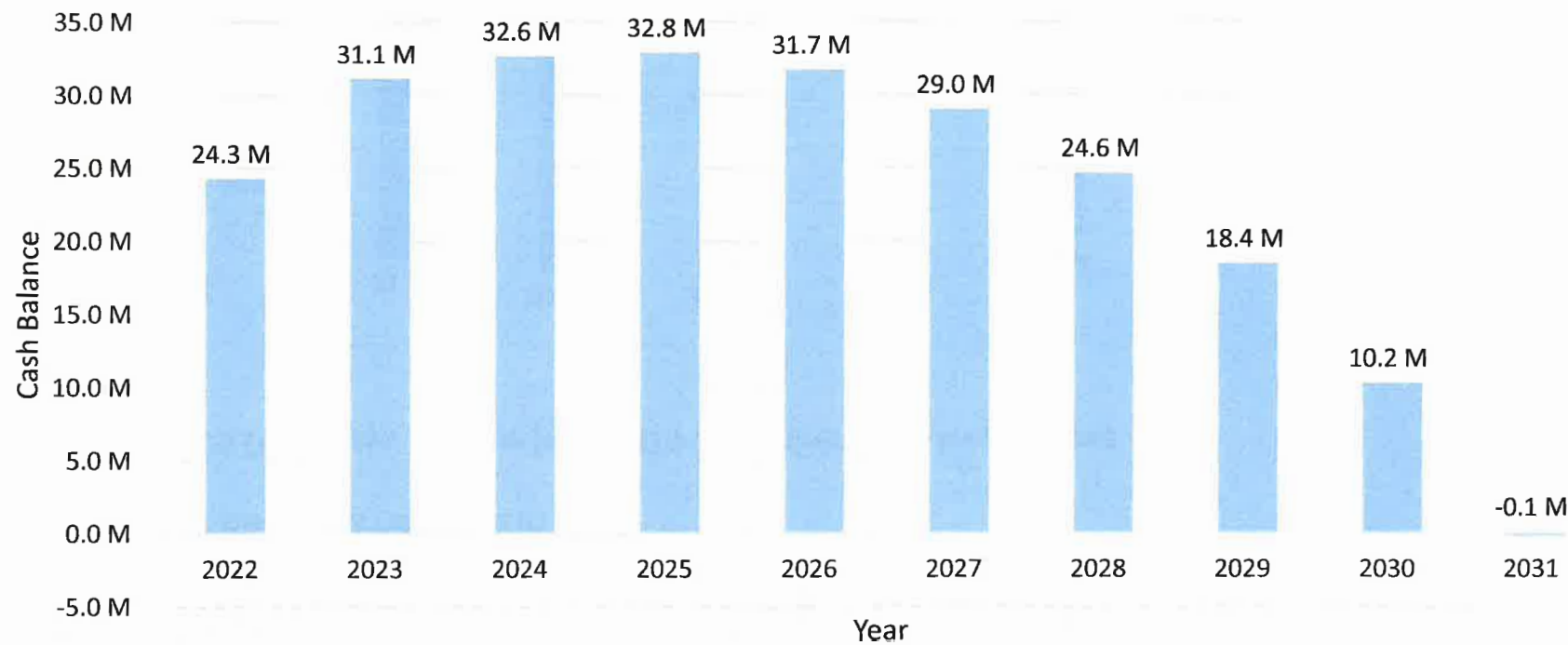
Assumes \$7,925,000 in levy revenue from 2024-2027, then \$0 in levy revenue



Cash balance with a levy renewal, 2022-2031

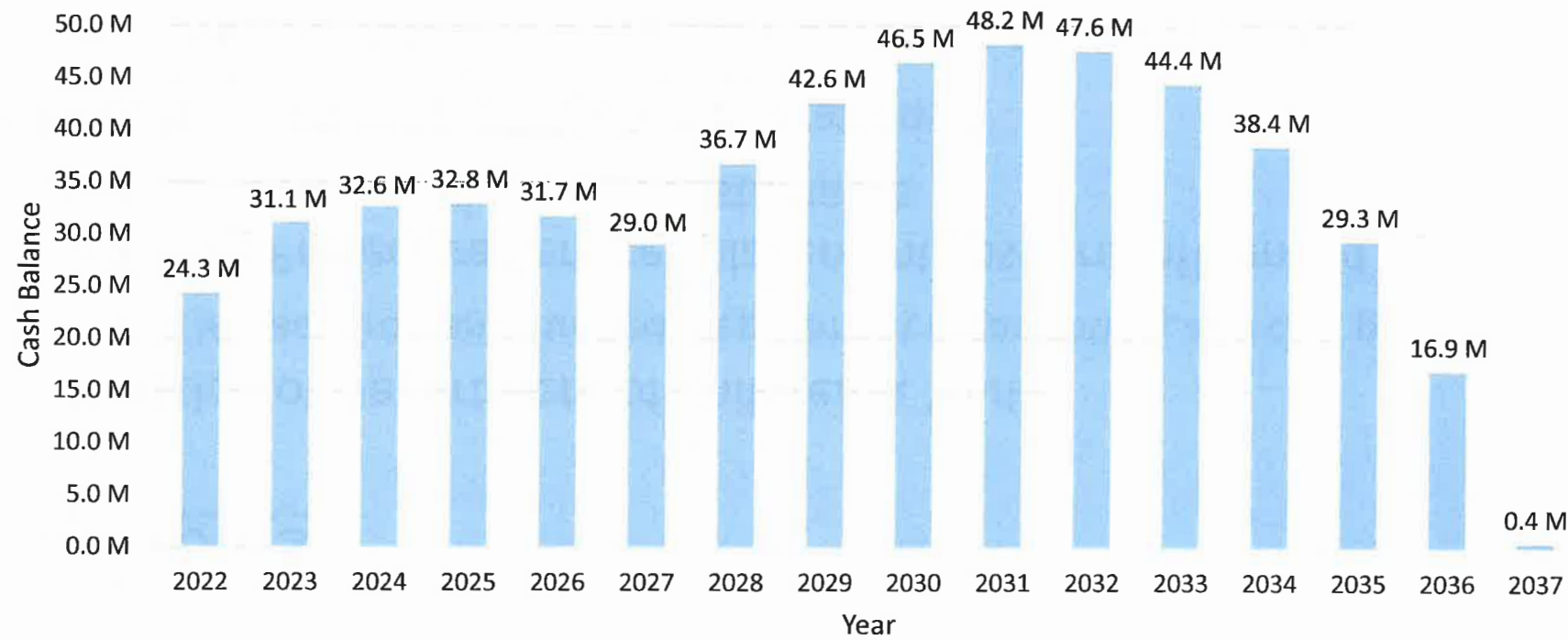
Cash balance becomes negative in 2031

Assumes a levy renewal generating \$7,925,000 in levy revenue from 2024-2037



Cash balance with a levy increase, 2022-2037

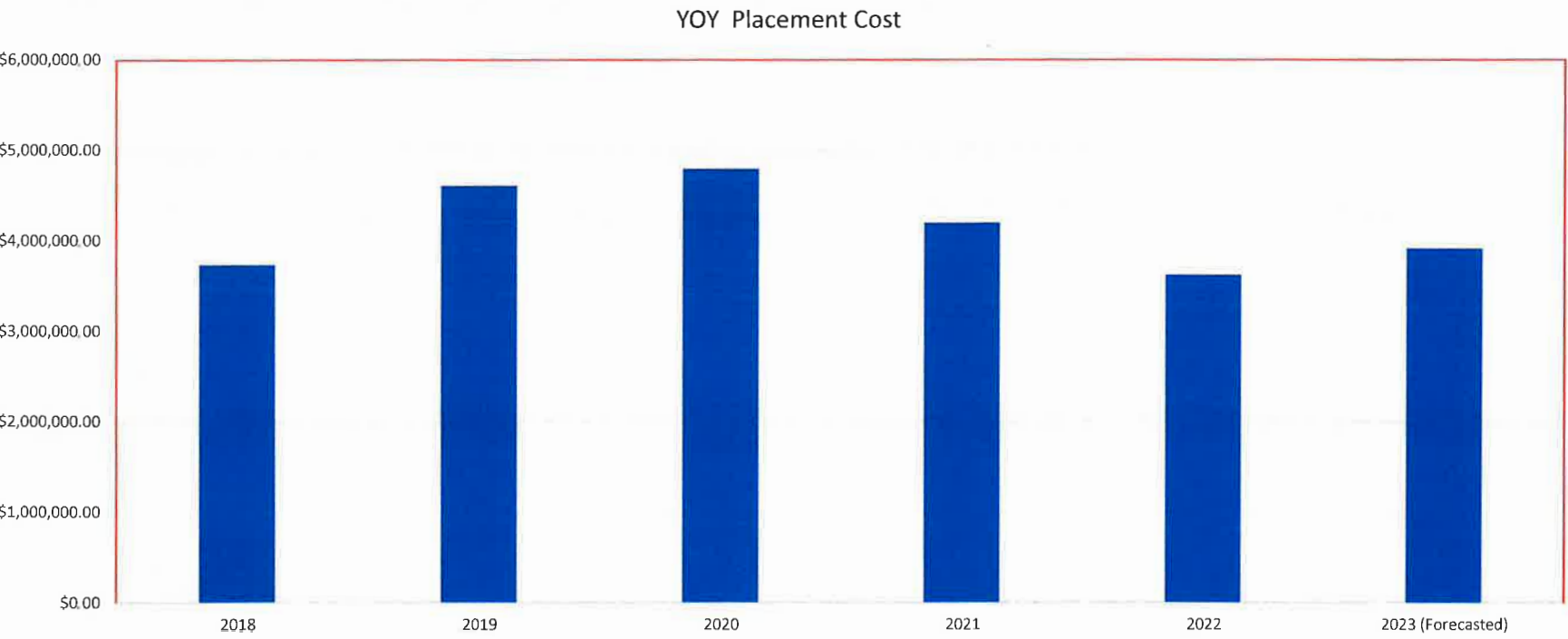
Assumes \$7,925,000 in levy revenue from 2024-2027, then a \$20 million levy is needed beginning in 2028 to maintain a positive cash balance through 2037



Variables

- Formation of Department of Children & Youth
 - May impact programs funded, department organization, and cost pools
- Escalating Protective Services placement cost are influenced by external factors and are not sustainable
- Inflation impacting all agency operations
- Levy revenue fluctuating annually based on property values

Annual Placement Costs



Summary

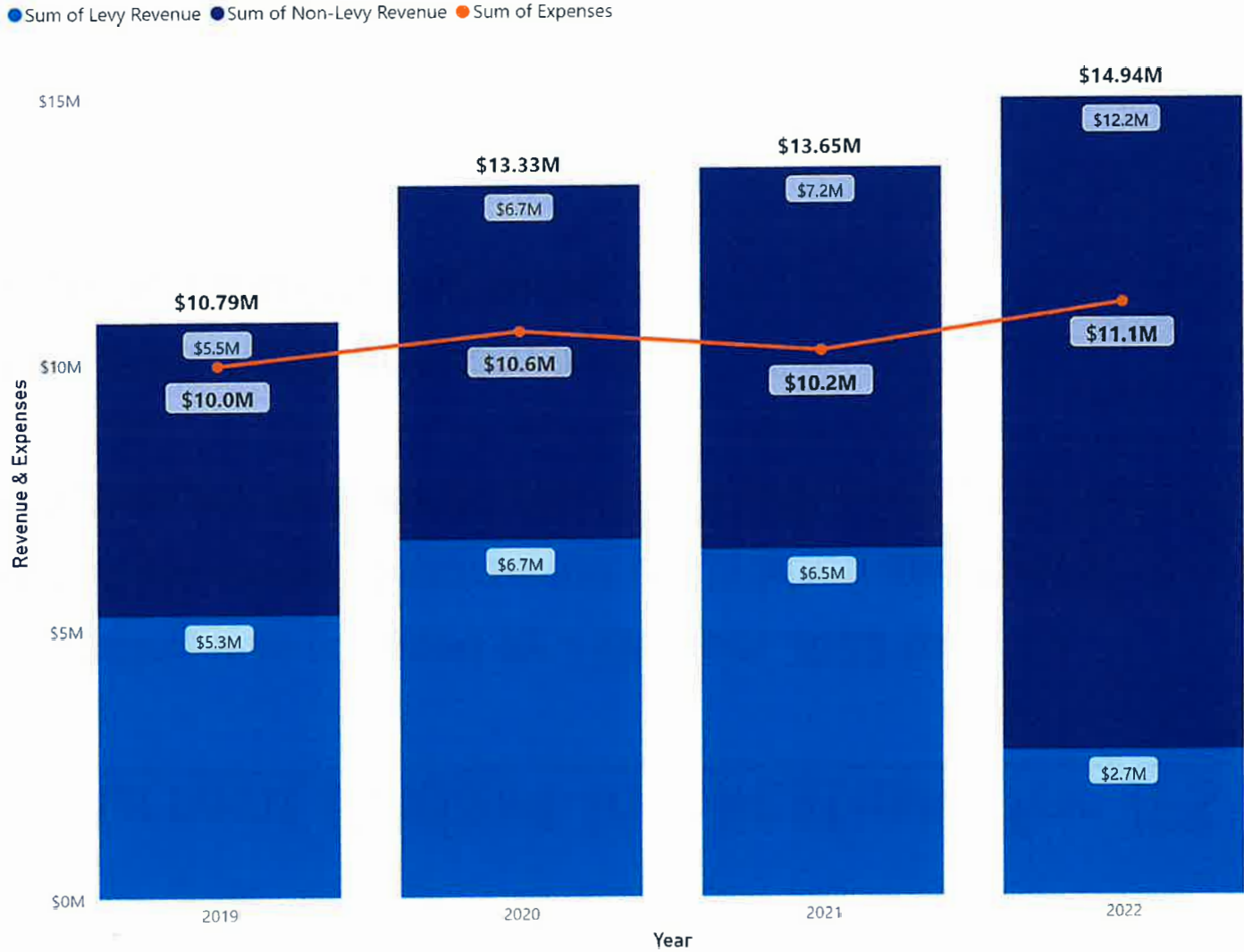
- No levy revenue beginning in 2028: Cash balance becomes negative in 2030
- Levy renewal at \$7,925,000 million annually through 2037, no increase: Cash Balance becomes negative in 2031
- Annual levy revenue required to maintain positive cash balance through 2037: \$20 million beginning in 2028

Levy Scenarios

Current Levy	Current Est. Taxes	Cost to Taxpayer per \$100,000 of valuation
1.0 (Qualified for State Credits) - expires '26	\$ 3,916,362	\$ 18.84
1.0 (Non-Qualified) - expires '26	\$ 4,127,263	\$ 23.09
	Total Estimate: \$ 8,043,625	\$ 41.93
Scenario #1	Estimated Taxes	
Replace 2.0 (Qualified & Non-Qualified) with 2.0 mill levy (Non-Qualified)	\$ 11,503,417	\$ 70.00
	Total Estimate: \$ 11,503,417	\$ 70.00
Scenario #2	Estimated Taxes	
Replace 2.0 (Qualified & Non-Qualified) with 3.0 mill levy (Non-Qualified)	\$ 17,255,125	\$ 105.00
	Total Estimate: \$ 17,255,125	\$ 105.00
Scenario #3	Estimated Taxes	
Replace 2.0 (Qualified & Non-Qualified) with 4.0 mill levy (Non-Qualified)	\$ 23,006,833	\$ 140.00
	Total Estimate: \$ 23,006,833	\$ 140.00

Conserving Levy Funds

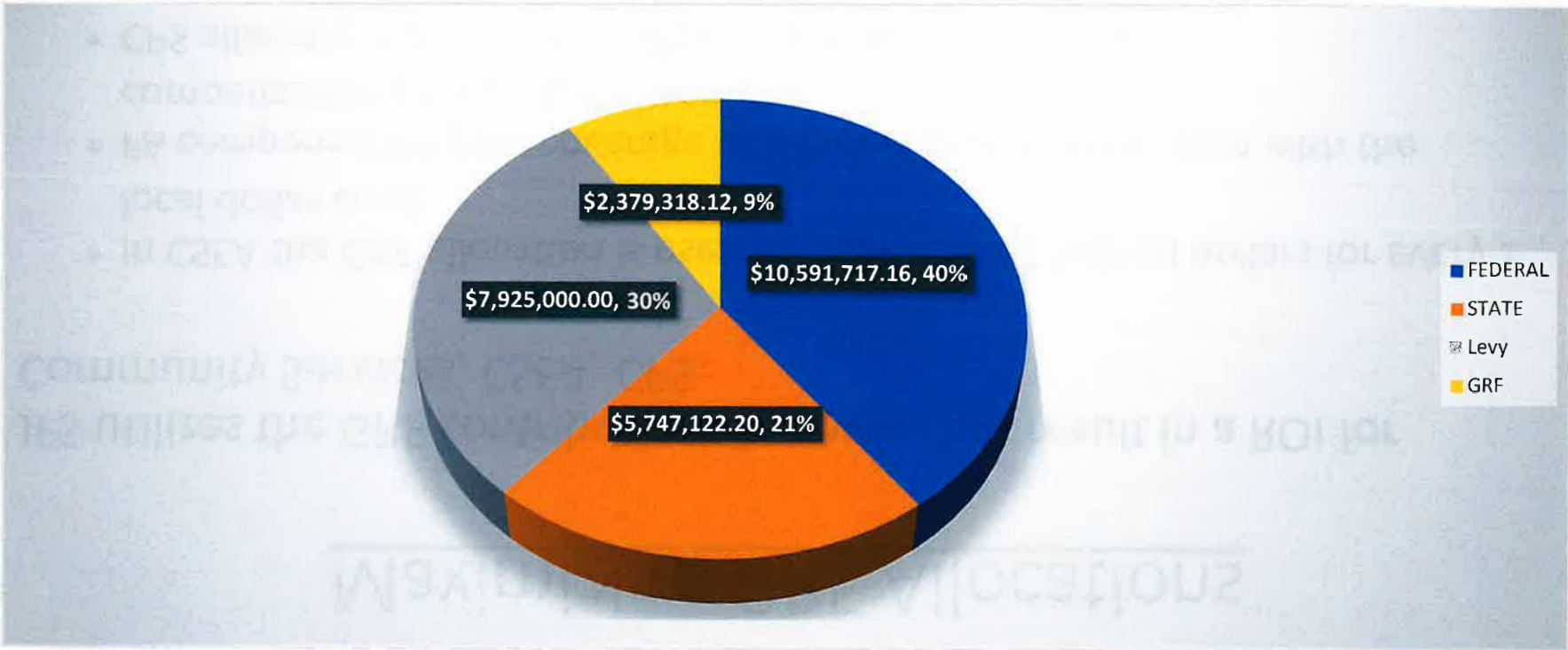
CPS Revenue & Expenses, 2019-2022



Current Budget Implications for JFS

- WIOA funding was reduced by 25% from 2022 to 2023
- The formation of the Department of Children and Youth
- Public Assistance Mandated share was reduced by 5% from 2022 to 2023
- Inflation in all major program areas
- APS allocation is still falling short

Annual Allocation Breakdown



Maximizing GRF Allocations

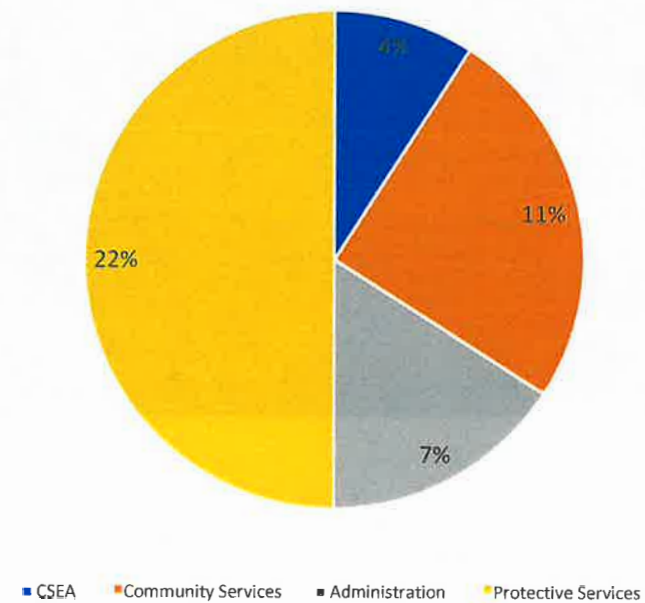
JFS utilizes the GRF contributions in a way that result in a ROI for Community Services, CSEA, CPS.

- In CSEA the GRF allocation is used to draw down 2 federal dollars for every 1 local dollar used
- PA compensation plan coverage to offset expenses associated with the compensation plan enhancements
- CPS allocations are used to offset rising placement cost

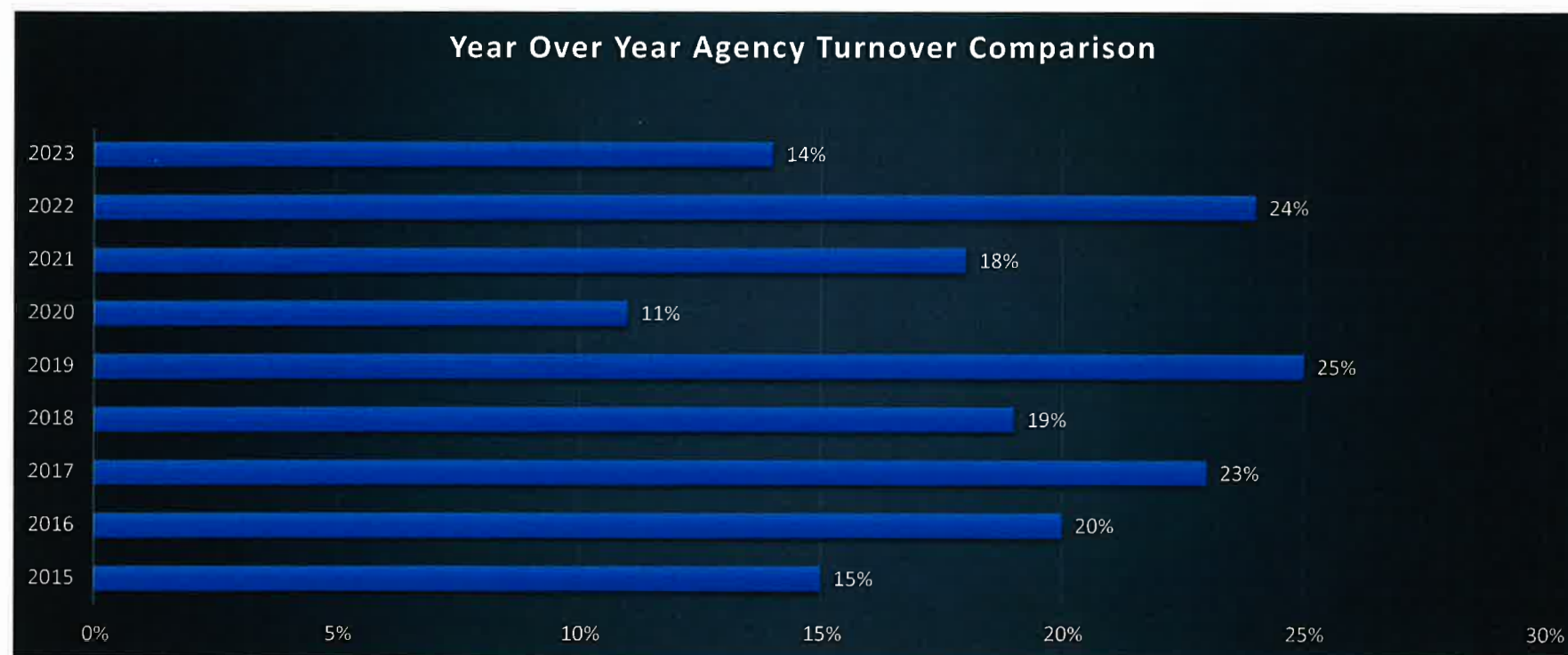
JFS Workforce Update

- Turnover rate YTD is 14%
- Average agency tenure upon separation is 3.21 years
- Anniversary stipend was issued to 62.5% of current JFS workforce

Turnover Rate by Department



JFS Workforce Update (continued)





Family and Children First Council Budget Summary

10.16.2023 Budget Hearing

Budget Hearing Discussion Items

- Multi System Youth Allocation holding flat at \$125,000

Other

- FCFC Budget Hearing 2023 presentation included.

ORG	OBJECT DESCRIPTION	Org Name	Category	2021 (Act)	2022 (Act)	2023 Org	2023 Rev	2023 (Fcst)	2024 (Bud)	2024 (Adj)	2024 (Total Bud)	2024 Total		Notes:
						Bud	Bud					Bud vs 23OrgBud	24 vs 23 %Inc/Dec	
12100149	700109 TRANSFER, MULTI SYSTEM	Allocations/Transfers	Transfers	125,000	125,000	125,000	125,000	125,000	125,000	-	125,000	-	0.0%	
Total				125,000.00	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00	-	125,000.00	-	0.0%	

FCFC BUDGET HEARING 2023

2023 FCFC INITIATIVES

FCFC continues to be a leader in innovative strategies to maximize grant allocations while controlling expenditures.

- Increased Family Centered Services & Supports
- In the process of developing a 3 year Strategic Plan
- Enhancing relationships throughout Fairfield County

CURRENT BUDGET IMPLICATIONS

- Triple P Nationwide Parent Education grant was reduced by \$20,000
- The OCTF Perinatal grant ended in June 2023 resulting in a \$164,000 loss of funding
- We just began the last year Early Childhood Safety Initiative Grant
- 80% of FCFC grants are on a reimbursement basis
- Sustainability of Trek program once funding is exhausted

SERVICES PROVIDED

- **Help Me Grow Early Intervention (HMG EI)**
 - Services for families and their children under the age of three with developmental delays or disabilities.
- **Multi-System Youth (MSY)**
 - Provides a service coordination system to multi-need children and youth ages 0-22.
- **Parent Education**
 - Evidence-based parenting education for parents of children of all ages: Including Triple P, Active Parenting, and Parent Project curriculums.
- **Perinatal Cluster**
 - Provides coordinated services to at-risk perinatal mothers and ensure a federally mandated Plan of Safe Care is written for every infant exposed to substance use.
- **TREK**
 - A Community-Based School Attendance program that gives youth and their families the opportunity to work with a case manager to improve school attendance prior to facing formal court charges.
- **Safe Communities**
 - Works with community partners to prevent traffic related fatalities and injuries by increasing traffic safety awareness.
- **Early Childhood Safety Initiative**
 - Provides education consultation with safety items to eligible families.
- **Ohio Buckles Buckeyes**
 - Provides child safety seats and booster seats to eligible low-income families.

CURRENT GRANTS

Ohio Capacity Building Funds (OCBF)	\$34,350.00
Parent Education ADAMH	\$32,000.00
Family Centered Services and Supports (FCSS)	\$33,471.00
Muti-System Youth Pooled Partners (MSY Pool)	\$258,963.00
Muti-System Youth Out of Home Placement (MSY OHP)	\$175,000.00
Help Me Grow Early Intervention (HMG EI)	\$519,916.00
Ohio Children's Trust Fund Early Childhood Safety Initiative (OCTF ECSI)	\$50,000.00
Parent Education Triple P	\$46,640.28
Parent Education CDBG (Parent Ed)	\$12,000.00
Safe Communities	\$44,974.46
Muti-System Youth Ohio Department of Medicaid (MSY ODM)	***
Muti-System Youth Jobs and Families Services	\$29,405.40
Perinatal Cluster ADAMH	\$100,521.00
Ohio Children's Trust Fund Child Abuse Prevention Brain Mapping	\$150,000.00
ARPA	\$501,137.00

MAXIMIZING GRF CONTRIBUTION

FCFC utilizes the GRF contribution in a way that results in a return on investment for Fairfield County.

- Increases positive parent and youth relationships
- Allows for an individual family advocate during out of home placement
- Lessens CPS involvement with families
- Decreases custody relinquishment in the county
- Currently FCFC is not seeking a GRF contribution increase.