

Regular Meeting #52 - 2017
Fairfield County Commissioners' Office
November 16, 2017

Elected Officials/Department Heads Roundtable

The Commissioners met at 8:30 a.m. for the Elected Officials/Department Heads Roundtable. Commissioner Kiger called the meeting to order with the following Commissioners present: Dave Levacy and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Jeff Porter, Todd McCullough, Sheriff Dave Phalen, Chief Perrigo, Chief Lape, Tessie Swain, Michael Kaper, Loudan Klein, Jerry Isles, Lisa McKenzie, Park Russell, Dennis Keller, Amy Boyer, Jeremiah Upp, Kelly Turben, Jessica Murphy, Branden Meyer, Chief Lape, Joshua Horacek, Aunie Cordle, Brett Riffle, Jane Hanley, Amy Brown-Thompson, Lisa Notestone, Rick Szabrak, Jack Davidson, and Stephen Butsko.

- **Welcome/Announcements**

Mr. Kiger welcomed everyone to the roundtable. He went on to say that Attorney General DeWine recently came out in support of filing litigation against pharmaceutical companies for the opioid epidemic.

Mr. Levacy and Ms. Brown also spoke regarding opioid litigation as one effort to address the epidemic, which effects every county department and many residents and families.

- **Leadership Conference Update/Planning for 2018**

Ms. Brown stated that next year the CORSA training will take place on September 27th at Fairfield Medical Center. This will be a half-day training with the Leadership Conference taking place in early 2019. She asked that any suggestions for the strategy and approach of these be sent to her. As a follow up to this year's leadership conference, there are currently county workgroups for Records and Assets; 108 North High Street; Environmental Stewardship; Payroll and HR investment; and Grant Development.

Ms. Brown also reviewed the employee recognition tools available to county employees including: the GEM system; customer service resolutions; BRAVOs; HR sponsored recognition; letters and certificates; tuition reimbursement; and training opportunities. Additionally, employee recognition helps to improve supportive working conditions and reduces intention to turnover. Ms. Brown referenced job satisfaction factors from Gibson (a researcher) which include factors such as a challenging job, fair rewards, supportive working conditions, and positive attitudes of colleagues. She asked everyone to review the CORSA University training and to conduct the self-audit of employee recognition found in the roundtable review packet.

- **Human Resources Update & CORSA U**

Mr. Porter provided several updates from Human Resources. A packet of information reviewing the UHC health benefits, flex spending benefits, and Real Appeal program were also available for everyone.

Open enrollment was completed by all county employees, and 283 employees will be receiving the insurance holiday (a waiver of the employee contribution for health benefits) this December.

There will be a Tyler Bootcamp debriefing on Friday. The current plan is to expand the usage of the employee self-service module.

The end of the year is the time to complete performance appraisals. The appraisal tools will be added to ESS next year.

HR is currently reviewing the policy manual to update in January. Everyone is welcome to provide comments, concerns, or suggested changes to Mr. Porter.

The Wellness Incentive will be processed this month.

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CORSA U is a great training opportunity for all staff. There is an Employee Incentive training as well as other required trainings available.

<https://www.localgovu.com/products/learn/?t=corsa&logout=y>

The county is currently looking at renewing CORSA coverage and may be reaching out to offices for updates.

Mr. Witt asked if the Wellness Clinic was automatically forwarding the biometrics information to HR.

Mr. Porter replied that they were.

Mr. Levacy stated that in 2015 the Commissioners were presented with the dilemma of continuing with Franklin County and seeing a 16% increase or finding a new insurance option. He congratulated everyone in the county who contribute to keeping the costs down.

Ms. Brown asked everyone to provide a table of organization and alternate policies to HR if they had done so already.

- Department Updates

- a. Utilities – Tony Vogel

Utilities is finishing up their work relating to new subdivisions in the Pickerington area. They are also working on their new wellfields.

- b. Coroner – Jack Davidson

No report.

- c. Prosecutor – Kyle Witt

The Prosecutor's Office continues to be busy with prosecutions and civil work. They are very pleased with their relationship with all law enforcement in the county.

- d. Board of Elections – Jane Hanley

The election will be official on November 27th. They are currently counting absentee votes that were postmarked the day before the election. Thank you to the Prosecutor and IT for their help on election day. February 7th is the filing deadline for those on the ballot next spring.

Ms. Brown asked if they were still seeing county employees working as poll workers as part of the county plan approved by the Commissioners.

Ms. Hanley replied that they had four participants this year and are very appreciative of the program. They also spoke to several school government classes and received help that way as well.

- e. Juvenile/Probate Court – Terre Vandervoort

Everyone is invited to the Juvenile Justice Summit on November 30th. Best practices for at risk youth will be discussed. In 2013 the county was averaging 17 youth a day in the juvenile detention center; this year they average three youth a day.

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f. Clerk of Courts – Branden Meyer

The Clerk of Courts is excited for the movement on the records building. Case filings are up this year with about 300 more felonies this year, as compared to this time last year. Similarly, there are 100 more civil cases this year, as compared to last year. Court documents will soon be accessible online, and the Title Offices will be able to take passport photos.

Mr. Levacy stated it was not an accident that the felonies had increased so much.

Mr. Meyer replied it was a result of the backlog that the Prosecutor inherited.

g. Economic Development – Rick Szabrak

Economic Development recently started a program to identify the needs to employees and employers with a focus on the educational aspect. The end goal is to create a “work ready” certificate for those who choose not to attend college or are re-entering the community. The criteria for this certificate will be developed over the next six months. The office is also partnering with Spectrum on a Broadband Initiative that will provide broadband services at a discount to those in reduced lunch programs in the local schools. This was a result of the broadband study completed earlier this year.

h. Regional Planning Commission – Loudan Klein

ROC continues to update the Land Use Plan which will soon go to the subdivision committee for review. They received a \$216,000 Critical Infrastructure Grant for the Water Street Bridge in Baltimore. This is the first Critical Infrastructure Grant RPC has received and one of ten (of thirty applicants) awarded this year.

i. JFS – Aunie Cordle

Ms. Cordle thanked everyone for their support of the Protective Services Levy, especially the Sheriff and Commissioner Levacy. Now they are focusing on the Holiday Donation Drive. Community Services is preparing to be one of five pilot counties to transition to new public assistance program implementation.

j. Treasurer & Land Bank – Michael Kaper

In 2018 the Treasurer’s Office will focus on decreasing the amount of delinquencies and increasing the number of appropriate foreclosures. They will move employees as required to fit the needs of these goals. In 2016, they had 30 foreclosures, and this year they have 140. They will also have a mass foreclosure effort with the Prosecutor for the Fairfield Beach area.

The Land Bank is expected to have 20-30 demolitions in 2018.

k. OSU Extension – Jerry Isles

Mr. Isles reviewed the information included in the packet which included an overview of the fair, Zero Weight Gain Challenge, slower cooker classes, and highlights from their 2017 report.

l. Recorder – Lisa McKenzie

No report.

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m. Soil & Water Conservation District – Amy Boyer

SWCD has a new website they are trying to launch. They recently completed their two-year database project and have a few other archiving projects to started. They are also working together with Historic Parks on a few projects.

n. Engineer – Jeremiah Upp

The Engineer's Office is finished with their construction projects for the year. They completed five bridges, \$1.5 million in paving, as well as chip/seal projects. They have a large 33A resurfacing project coming up in the next few years which will be funded by \$2 million in grants and \$1 million in additional funding that has been set aside. There are also some big bridge projects coming up. Now they are preparing for snow and ice removal. The office replaced a few trucks over the last few years. They are also working closely with Lancaster City Schools and the City of Lancaster on the two new school locations.

o. Auditor – Lisa Notestone

Ms. Notestone encouraged everyone to follow the year end calendar and to monitor their budgets to avoid ORC violations as the year ends. The last check run will be on December 11th with a check date of December 14th. The last agency check run deadline is December 13th with a December 15th check run date. Offices with January bills due may be able to prepay those in December.

p. Family, Adult, and Children First Council – Tessie Swain

Donna Fox-Moore will start as the new FACFC Director on December 4th. The annual meeting will be held on Friday at the Ag Center.

q. Dog Shelter – Todd McCullough

December 1st marks the beginning of 2018 dog licensing. Thank you to the Commissioners and Auditor's Offices for their help. This year there will be a differential rate for those dogs that have been spayed or neutered. The annual adoption special in December will result in a collection of gift cards to give to protective services for their Holiday Donation Drive. There are currently 44 dogs in the shelter which is the highest number this year.

r. Facilities – Dennis Keller

The department is preparing for winter. They are also closing out final issues with the jail project. Issues are typical in a project of this magnitude. Excavation started that morning for the garage at Baldwin. They are also working on the Chestnut building, 108 North High, and ADA compliance upgrade to the DACO parking lot. The department is in the process of replacing doors at the Government Services Building on Main.

s. Sheriff – Sheriff Phalen

The jail population in January 2017 was 225, and a few weeks ago the population peaked at 350. Chief Lape has formed a workgroup consisting of the courts, probation, prosecutor, and commissioners (representatives) to see why this has increased so dramatically and what can be done to lower the average daily inmate population. They are also working on a new radio system as the current one is outdated with black out spots in certain areas of the county and various buildings. The Sheriff appreciates that businesses in the area who are willing to hire those who have been through the criminal justice system as it is a huge benefit when they are given a second chance.

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t. Veterans Service Commission – Park Russell

The VSC will be working with the Yellow Pages to send out a mailer to all veterans in the county letting them know what services are available to them. They will also have weekly ads in a local paper.

Ms. McKenzie noted that the Recorder is not able to get DD214s for family members of anyone under the age of 75; they must instead go to the VSC.

u. Commissioners – Carri Brown

Ms. Brown reported that there will be procurement training, focusing on RFPs and RFQs next year. Prior to that, information will be placed on the intranet. There will be CRMS training on January 4th, as well. All department heads and elected officials should be sure that representatives from their offices attend these trainings.

- Rapid Fire News

Special dates for 2018 were in the packet (as well as a self-audit form for employee recognition). Ms. Brown reminded everyone to have their employees complete the required trainings.

- Commissioner Comments

Mr. Davis joined the roundtable. He stated he had conversation with Chief Lape regarding the recent bonding changes at the Municipal Court. He has also spoke with the judges regarding those changes.

Mr. Davis also stated that the MCO sales tax issue has been fully resolved from a state perspective, but it was not a favorable solution to the county. The county will see a loss of roughly \$1.5 million a year in sales tax revenue and will receive two one-time payments totaling about \$866,000 as transition funds.

- Review

Ms. Brown reported there were five resolutions to consider. The first was for the authorization of counsel for opioid epidemic related litigation; the second was for the authorization of the agreement for airport operations, a step prepared by the County Prosecutor. Other resolutions included reappointments of board memberships and an update to a previous resolution for the disposal of an obsolete asset (a vending machine formerly at the Airport with no value).

Ms. Brown reminded everyone of the Thanksgiving holiday, with the offices closing on November 23 and 24.

Commissioner Davis stated at 9:52 a.m. that the Commission would be in recess until the 10:00 a.m. Regular Meeting.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Thursday, November 16, 2017 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Dave Levacy, and Mike Kiger. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jeff Porter, Jeremiah Upp, Jeff Barron, Kyle Witt, Dennis Keller, Todd McCullough, Chief Lape, Rick Szabrak, Stephen Butsko, Branden Meyer, Joshua Horace, Amy Brown-Thompson, and Jeremiah Upp.

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Pledge of Allegiance

Commissioner Davis asked everyone to rise as able, and he led the Pledge of Allegiance.

Announcements

Commissioner Davis asked if there were any announcements.

Public Comment

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

There were no comments.

Approval of Commissioners' Office Resolutions

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

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| 2017-11.16.a | A resolution to approve an authority to represent agreement, and authorize the filing of civil complaint against manufacturers and distributors of prescription opiates. [Commissioners] |
| 2017-11.16.b | A resolution authorizing the Agreement for the Operation of Airport Facilities with the Fairfield County Regional Airport Authority – Fairfield County Commissioners [Commissioners] |
| 2017-11.16.c | A resolution authorizing the disposal of asset – Fairfield County Commissioners/Airport Authority [Commissioners] |
| 2017-11.16.d | A resolution approving the reappointments of Mr. William McNider, Mr. Michael Kaper, and Mr. Jon Kochis to the Fairfield County Airport Authority Board. [Commissioners] [Commissioners] |
| 2017-11.16.e | A resolution approving the reappointments of Mr. Jerry Rainey and Mr. Ira Weiss to the Fairfield County Regional Planning Commission. [Commissioners] |

Discussion: Mr. Upp stated, as a resident of Fairfield County, that he supported resolution “a” 100%. Manufacturers and distributors need to be held accountable for their actions. He has seen firsthand how this effects people and families.

Mr. Davis stated that the Commission did not look at this as a chance for income but as an opportunity to educate and provide resources to those in need. This lawsuit is to encourage the manufacturers and distributors to help battle this epidemic. This is just one step among many that the Commissioners are taking. This epidemic touches people of all economic and social strata.

Mr. Levacy stated there are many issues in society and that, to him, addiction is the biggest danger. Statistics show that the opiate addiction starts with prescription drugs. He hopes this litigation gets the manufacturers' attending.

Mr. Witt echoed the comments of the Commissioners and stated he understood the decision to enter this litigation was not taken lightly. This is not expected to result in a windfall for the county, but it is imperative that they join the fight.

Mr. Davis stated that it was procedural that the Commissioners and Prosecutor seek approval from Common Pleas to obtain outside legal counsel.

Ms. Brown thanked the Prosecutor for quick action and pledged her support in furthering the effort in the future.

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Mr. Szabrak added that the drug problem is the most impactful issue to small businesses as it is hard to find potential employees who can pass a drug test.

Roll call vote of the motion resulted as follows:

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

Ms. Brown stated that she would send the resolution to CCAO as they have requested to be notified when counties take action, such as the resolution passed today.

Mr. Davis asked if Mr. Horacek and Mrs. Brown-Thompson would be the point persons for the litigation from the County Prosecutor's perspective.

Mr. Witt replied that they would.

Mr. Davis told them to let the Commission know about whatever is needed as he knows litigation like this can be quite burdensome to gather data.

Adjournment

With no further business, on the motion of Dave Levacy and a second of Mike Kiger the Board of Commissioners voted to adjourn at 10:15 a.m.

Roll call vote of the motion resulted as follows:

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

The next regular meeting for the Board of Commissioners is scheduled for Tuesday, November 21, 2017, at 10:00 a.m.

Motion by:

Seconded by:

that the November 16, 2017, minutes were approved by the following vote:

YEAS:

NAYS: None

ABSTENTIONS: None

*Approved on November 21, 2017


Steven A. Davis
Commissioner


Dave Levacy
Commissioner


Mike Kiger
Commissioner


Rachel Elsea, Clerk

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