



December 11, 2023

Kellijo Jeffries, Director
Portage County Department of Job and Family Services
449 South Meridian Street
Ravenna, Ohio 44266

RE: Child Abuse and Neglect Memorandum of Understanding (MOU) Compliance Notification

Dear Director Jeffries:

The Ohio Department of Job and Family Services (ODJFS), Office of Families and Children (OFC) received Portage County Department of Job and Family Services' (PCDJFS) MOU on December 5, 2023. The review determined that PCDJFS' MOU is compliant, effective December 11, 2023, with the requirements in Ohio Administrative Code (OAC) rule 5101:2-33-26 *The County Child Abuse and Neglect Memorandum of Understanding*.

PCDJFS is required to post the MOU to the general website of the county within thirty days from December 11, 2023. If there is a change to an individual who signed the MOU, PCDJFS is to provide the new individual with a copy of the current MOU and obtain their signature acknowledging the MOU. Revisions made to the previously approved MOU are to be submitted to the PCDJFS' assigned ODJFS Technical Assistance Specialist (TAS) within ninety days.

Please do not hesitate to contact Kristen Wilcox at Kristen.Wilcox@childrenandyouth.ohio.gov, with any questions.

Sincerely,

Vincent Ciola, Bureau Chief
Bureau for Systems and Practice Advancement
Office of Families and Children
Ohio Department of Job and Family Services

Enclosure

cc: Kaylyn Kane, PCDJFS
Gina Speaks-Eshler, OFC
Sally Buccieri, OFC
Kristen Wilcox, OFC
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