



Portage County Board of Commissioners

Regular Meeting

~ Minutes ~

449 South Meridian Street
Ravenna, OH 44266
<http://www.co.portage.oh.us>

Amy Hutchinson, Clerk
330-297-3600

Thursday, February 15, 2018

9:03 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; there is an audio recording available.
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present:

Attendee Name	Title	Status
Vicki A. Kline	President	Present
Sabrina Christian-Bennett	Vice President	Attending 9:04 AM
Mike Kerrigan	Board Member	Present

Also attending throughout the day Record Courier Reporter Matt Merchant and Tony Badalamenti.

Recessed to Solid Waste Management District: 9:04 AM

Reconvened: 9:04 AM

ADMIN TEAM

Present: Human Resources Department Director Janet Kovick, Water Resources Department Director Gene Roberts, Department of Budget & Financial Management Director Todd Bragg, and Internal Services Director JoAnn Townend

EXTERNAL SERVICES:

Resolution(s) - # 17 & 18

HUMAN RESOURCES:

Journal Entries - # 5 - 7

Discussion:

1. Employee Performance Review - draft of last year's approved form is attached; does the BOC want to proceed with using this form for all departments since Board members have changed?

Director Kovick received feedback from the Directors and presents an updated Employee Performance Review form. Director Kovick noted some of the Directors wanted the ability to add their own categories to the Performance Review form, so she has incorporated sections towards the end of the document specifically for that purpose.

Director Kovick noted the purpose of the evaluation template is to have the Commissioners' Departments utilizing one consistent form, with the ability to add to it, if necessary.

The next step is to create a new Supervisor Evaluation form based on this same template.

Commissioner Kerrigan noted goals are established for the year ahead, but there's no place to review prior year's goals on the form.

After some conversation, the Board agreed to table this issue until it can be discussed further during a work session.

2. Revised Policy Manual (Personal Time) – The Auditor's Office pointed out that some employees have already started using their personal time this year and it has been deducted from their sick time. Since the policy does not take effect until March 12, 2018, the Board agreed prior to March 12, 2018, any personal time utilized should be taken out of sick time.

DBFM:

Resolution(s) - #'s 1 to 9

Discussion:

1. Delinquent Sewer Invoice: Sewer bills were due on December 22, 2017 and on December 28th, the Department received payment from Henkan LLC (Act. 299 147 5002 and 299 147 4000). The customer does not feel he should be responsible for approximately \$400.00 in late fees as his check was dated December 18th. The Board agreed it would not waive the late fees as it sets a precedents and Director Bragg will contact the customer to advise.
2. Technology capital fund (Treasurer's Desktop Computers): Director Bragg reported Elected Officials decided they wanted to stay with the Data Processing Board, and with that, the Data Processing Board needs to coordinate some type of computer replacement program. Commissioner Christian-Bennett suggests the Information Technology (IT) Department and the Data Processing Board assess all computer users to see the age of their computers.

Director Bragg also pointed out the servers are four years old and the Board will need to start looking at the expense of replacing them in seven years. Commissioner Kerrigan believes one server might be sufficient for the County when utilizing cloud based storage.

Commissioner Kline asked when IT will be hiring a new Director and Commissioner Kerrigan will ask that a discussion item be added to the next Data Processing Board agenda, along with how they intend to pay for the position and how much pay will be expended for the position.

The Board agreed Treasurer Cromes' request should be forwarded to the Data Processing Board.

INTERNAL SERVICES:

Resolution(s) - #'s 10 to 16

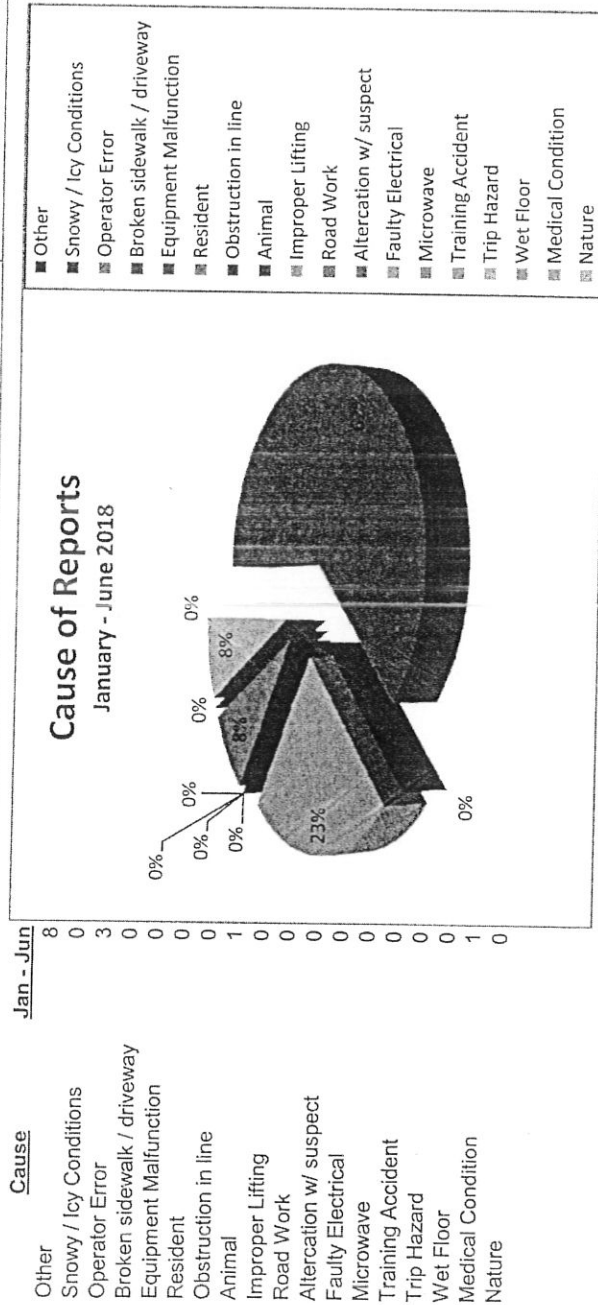
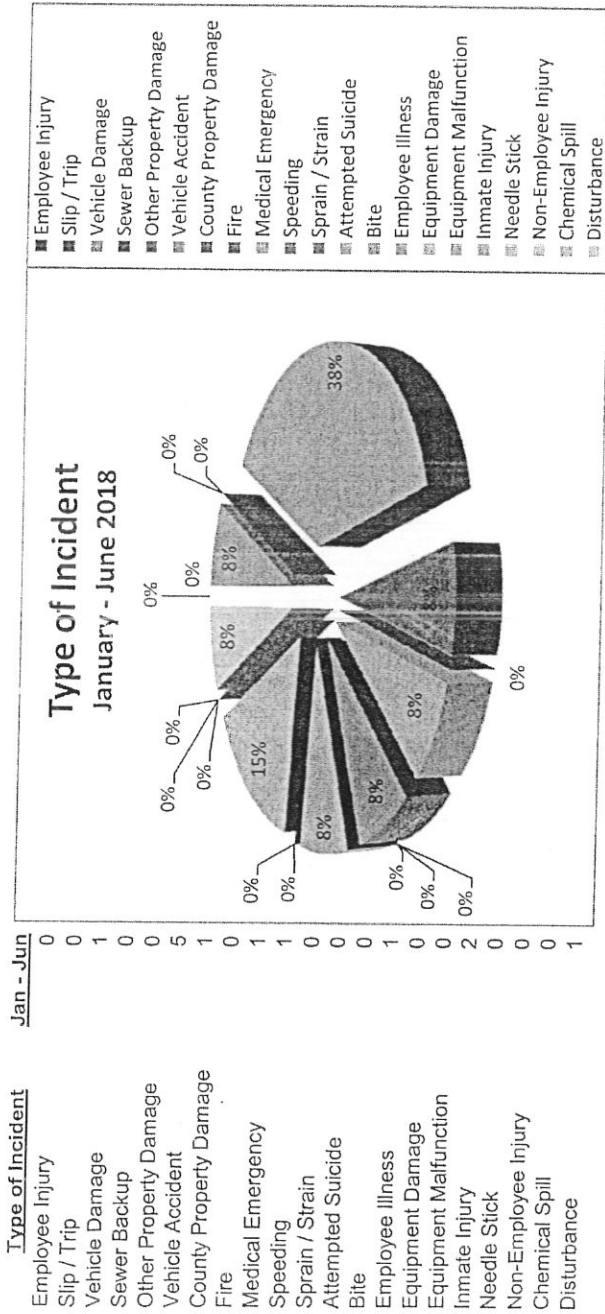
Discussion:

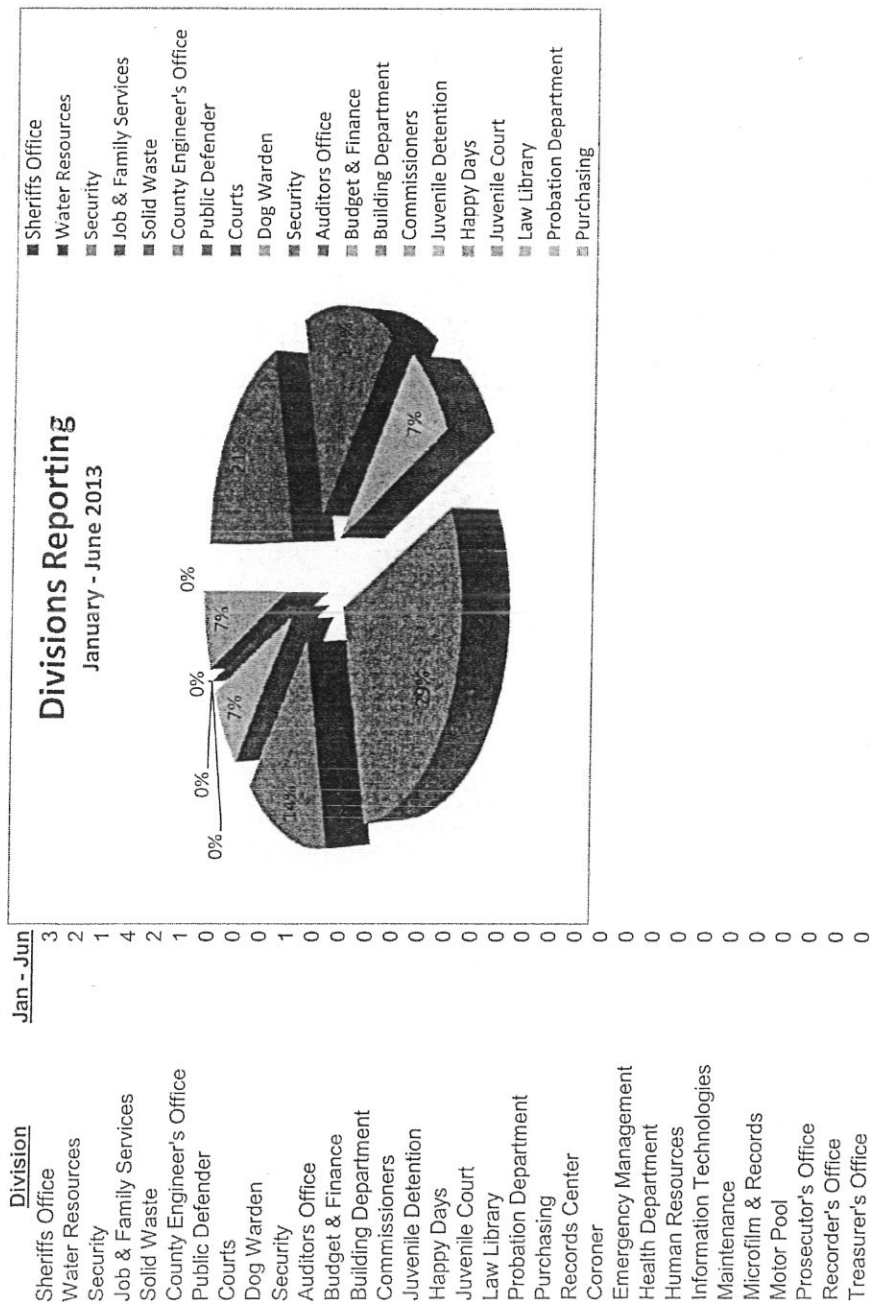
1. Airport board counsel (Prosecutor's office) paid by Commissioners, looking for financial support in 2018: Airport Secretary Karen Stacko sent an e-mail to the Board, noting for the past two years, the Commissioners agreed to provide \$5,000 per year to the Portage County Regional Airport Authority for legal representation by the Prosecutor's Office (Chris Meduri). On behalf of the Board, Ms. Stacko is inquiring whether the Board will provide the same allocation for 2018. The Board agreed it will discuss the request with Mr. Gilmore during his next quarterly meeting and Director Townend will schedule Mr. Gilmore and advise Ms. Stacko. The Board would also like to schedule Mr. Gilmore for a work session on a Tuesday, along with the Shalersville Township Trustees.

On a side note, Director Bragg mentioned the Regional Airport Authority will not be able to make a loan payment in 2018.

2. Bulletin Board at the Meridian Street entrance: County Treasurer Brad Cromes has requested the purchase of a bulletin board on the west end of the building down by the Treasurer's Office for official County business and the Board asked Director Townend to find out if the County has an extra bulletin board or white board available to fulfill his request.
3. Website inquiry from Virginia Troyer: Director Townend received an inquiry from Ms. Troyer, who is building an assisted living facility for the elderly and is looking for financial and/or County support. The Board agreed Director Townend will refer Ms. Troyer to Neighborhood Development Services, Portage Development, Small Business Development Corporation, and the Regional Planning Commission.
4. Regional Planning Commission move: Commissioner Christian-Bennett shared the Regional Planning Commission Executive Board is meeting to discuss their options.
5. County Incident Report – January 1, 2018-February 8, 2018. The reports presented are only accidents with vehicles or incidents that have been reported and doesn't have anything to do with Workers Compensation. The Board would like a different format next month because the colors are too similar and the legend should be larger.

IS 4





PROSECUTOR

Present: Denise Smith; Internal Services Director JoAnn Townend; Department of Budget & Financial Management Director Todd Bragg

Review of Prosecutor's Pending List:

- 1 Aurora East Subdivision Lawsuit: No Update
- 2 Brian Ames lawsuits: Status Hearing is scheduled for February 23, 2018.
- 3 Harper Ditch, Coit road, Shalersville Twp.: Attorney Smith will need to discuss with Chris Meduri.
- 4 Replat/survey Brady Lake property (JTownend): No Update.
- 5 Indigent Defense: A Legal Opinion provided by the Prosecutor's Office indicates the Board does not have the authority to reject or hold payment that a judge has signed off on and Attorney Smith suggest Director Bragg pay in full all Indigent Defense payment requests that have been signed by the Judge.
- 6 Local Gov't Fund additional questions: If the alternate formula method is not being used because entities will not agree, then the statutory formula must be used instead.
- 7 Tax Budgets: Director Bragg explained the Tax Budget does not need to be passed until July 12th, does that mean the meetings should occur after July 12th or before 12th? Attorney Smith indicated they will need to occur before July 12th. Director Bragg will send out an e-mail to each Elected Official asking to meet.
- 8 Maplecrest Cemetery: The Water Resources Department and the County Engineer still have outstanding issues.

NEIGHBORHOOD DEVELOPMENT SERVICES

Present: Erica Sadaj and Mike Bogo, Neighborhood Development Services; Internal Services Director JoAnn Townend; Department of Budget and Financial Management Director Todd Bragg

The City of Ravenna and Neighborhood Development Services are requesting Board approval for submission of a \$300,000 FY 2017 Ohio Development Services Agency CDBG Critical Infrastructure Program.

The proposed project would replace a critically important section of City water main along Vine Street and Gill Street, tying into main water lines on Highland Avenue and Main Street, in the City.

Commissioner Christian-Bennett remembered the CDBG funds were supposed to go back to being administered by the Regional Planning Commission and Mr. Bogo explained this project is for Fiscal Year 2017, not FY 2018.

1. Draft Resolution: Authorize the filing of an application for the 2017 Community Development Critical Infrastructure Program grant funds, and enter into an administrative agreement with Neighborhood Development Services./Hold for Commissioner Christian-Bennett to discuss with the Regional Planning Commission. Director Townend will bring back next week for Board consideration.

OLD/NEW BUSINESS

Present: Internal Services Director JoAnn Townend; Steve English and Norma Mazanec

Old Business

1. Appointment to the various public boards made by the Portage County Board of Commissioners:

Commissioner Christian-Bennett explained the January 29, 2018 Prosecutor's Opinion to the Portage County Board of Developmental Disabilities indicates the Board of Developmental Disabilities is the responsible party to pay for and obtain background checks and she believes the costs could be shared with other Boards, as well. Commissioner Kerrigan explained that opinion pertains to current Board members and he doesn't believe the language in the resolution needs to be changed in order to accomplish what Commissioner Christian-Bennett is proposing.

Commissioner Kerrigan noted the Prosecutor's Office approved the draft resolution language, but suggests a separate policy in addition to this resolution, to outline what is a disqualifying offense. Commissioner Kerrigan is not in favor of such a policy noting it removes the discretion and negates the entire purpose. Commissioner Christian-Bennett would like to discuss the policy further with Attorney Smith.

Commissioner Kerrigan pointed out the Prosecutor's Office has indicated the Commissioners can discuss individual applicants in executive session.

- A. **Resolution:** Appointments to the various public boards made by the Portage County Board of Commissioners./18-0137.

PUBLIC COMMENT

Present: Norma Mazanec and Steven English

Mr. English introduced his Aunt, Ms. Mazanec and explained she is a veteran and in need of assistance from Portage County. He is very frustrated trying to get assistance through Veterans Services for two years. Ms. Mazanec received a Notice of Intent to Investigate from Job and Family Services and Mr. English is upset and offended. Commissioner Kerrigan will contact Job and Family Services Director Jeffries and the Veterans Service Commission for a quick meeting during the lunch recess.

Recessed: 11:25 AM

Reconvened: 1:33 PM

JOB AND FAMILY SERVICES

Present: Kelli Jo Jeffries, Internal Services Director JoAnn Townend

1. Job and Family Services Data Report:

Director Jeffries reviewed the November/December 2017 Job and Family Services Data Report.

Portage County JFS Monthly Data Report
November / December 2017

Public Assistance

OWF – Cash Assistance	November 2017	December 2017
Number of Individuals on OWF	746	758
Number of Families on OWF	427	428
Amount Issued	\$149,577.00	\$154,448.00

Food Assistance	November 2017	December 2017
Individuals	13,503	13,500
Families	6,795	6,806
Amount Issued	\$1,574,624	\$1,588,992

Medicaid	November 2017	December 2017
MAGI Adult Expansion	7,708	7,775
Non-MAGI Adult	5,316	5,321
Family Medicaid	15,494	16,979
Total Medicaid Recipients	30,007	30,075
Total Amount of received Medicaid Services	\$32,348,858.59	\$20,045,239.20

Child Care	November 2017	December 2017
Children	691	693
Public Funds Used	\$24,9665.70	\$25,0796.90

NET Transportation	November 2017	December 2017
Total NET Transportation Related Calls Received	843	750
Total Amount of Emerald Trips	147	92
Total Amount of Swift Care Trips	150	156
Total Amount of PARTA Trips	2	2
Total Amount of Gas Card Trips	328	327
Total Amount of Ticket Trips	219	207

Intake Appts	November 2017	December 2017
Total	135 (Walk-in) 355 (By Phone)	138 (Walk-in) 338 (By Phone)

Customer Service Center	November 2017	December 2017
Total Calls Received	5,929	4,925
Total Clients Seen	1,445	1,366

State Hearings	November 2017	December 2017
Hearing Completed	16	10
Hearings Withdrawn	17	22

Benefit Recovery	November 2017	December 2017
Total Amount Calculated	\$36,545	\$24,047
Total Amount Collected (fiscal-cash, TOP/Benefit Reduction and Incentives)	\$13,624.06	\$11,820.73

Ohio Means JOBS / WIOA/ Work Experience Program

	November 2017	December 2017
First Time OMJ Customers	53	53
Total Services Provided to Customers in OMJ	701	619
Site Visits to Businesses / Institutions	2	4
Outreach Events Attended	10	3
OMJPC Job Orders	56	23

OMJPC Job/ Career Fairs	0	1
OMJPC Job/Career Fair Attendees	0	1
Number of ITAs	5	5
Number of Participants In Supportive Employee Program	8	7
WIOA Orientation Sessions Held	6	9
Referrals to unemployment Office	0	0
Referrals to OOD	3	3
Veteran Job Placements	3	0
Total Job Placements	1-ABAWD 3-OWF N/A-WIOA	2-ABAWD 2-OWF N/A-WIOA
Monthly Unemployment Rate	4.3	4.7
Average Hrly Wage	N/A	N/A
WIOA Youth and Comprehensive Case Management (CCMEP)	November 2017	December 2017
# Youth in Pre-enrollment	21	23
# Youth in Framework Design	14	0
# of Youth Enrolled in Services	162	163
CCMEP Total Youth	197	186

Work Experience Programs (JOBS)	November 2017	December 2017
OWF Participants	51	54
All Family Participation Rate	54.90%	N/A
2- Parent Participation Rate	0	3
ABAWD Participants	103	96
ABAWD Participation Rate	90%	80%
Number of Work Experience Sites (WEP)	33	36
Number of Active WEP participants	96	98
New WEP sites contracts	1	3
JOB Club Participants	15	9
Job Club Placements	2	2

Children Services

	November 2017	December 2017
New Cases Assigned	85	107
Ongoing Cases	201	198
Adoption Cases	20	17
Adoptions Finalized	0	0
Children Leaving Custody	12	17
Children Entered Custody	25	15
Total Children in Custody	233	250
APS Cases Assigned	17	19
Family Team Meetings Held	61	60
Children in Kinship Care/Relative Care	94	88
Children placed in Agency Foster Homes	47	49
Children placed in Residential Treatment	22	28
Children Placed in Group Homes or Therapeutic Foster Homes	70	73

Child Support

	November 2017	December 2017
Total Calls Received by Customer Service	1,910	1,642
Total Clients Seen in Customer Service	547	450
Total CSEA Responses to Web Portal Inquiries	231	201

Number of Individual Enrolled In Passages Program (applications approved for the month)	7	6
Number of Enrolled Individuals that secured employment	3	3
Passages: Currently employed: Made less than 6 months of payments	6	11
Passages: Currently employed who have made 6 months or more of consistent payments	11	7
Passages: Monthly Collections	\$2,359.38	\$1,732.11
Cases where Paternity was Established	53	38
Modified Child Support Cases	13	18
Total Number of Active Cases	9,280	9,251
Total Amount of Child Support that was disbursed	\$1,938,139.46	\$1,892,929.60

Human Resources

	November 2017	December 2017
Total Number of Employees	201	199
Number of New Hires	2	0
Number of Promotions	0	0
Number of Resignations/Retire/Rescinds	0	2
Number of Job Postings	1	2

IT

	November 2017	December 2017
Helpdesk tickets closed	246	253

Community Outreach and Public Relations

November 2017

- Passages along with PCJFS assistance took in donations for Warm Hands Warm Hearts event which began on Wednesday, November 8, 2017.
- On Tuesday, November 14, 2017 the Independent Living group learned had PNC Bank representatives speak on financial information.
- On Tuesday, November 25, 2017 the Independent Living class learned a new recipe and how to cook it from Kent State University students.
- Presents for Kids continued passing out bulbs for children in care who need Christmas presents this holiday season.
- Child Support 5k preparation continued.

December 2017

- Presents for Kids commenced! Presents were collected and distributed to children in care for Christmas.
- One-hundred and seventy nine people attended the Foster/kinship holiday party on Sunday, December 10 at Kent Lanes.
- The Warm Hands Warm Hearts event took place on Saturday, December 16 at First Christian Church. Fifty three parents and children enjoyed cookies and hot coco! Children were able to pick out hats, gloves, scarves, and a coat to take home. They were also invited to get their photo with Santa!
- The independent Living group met twice in December to receive training on project DAWN hosted by the Portage County Health Department. The teenagers were also invited to an end of the year pizza party at Kent Lanes!
- Planning for the Child Support 5k continued.

2. Job and Family Services Resolution No. 13 Held from the Consent Agenda:

- Draft Resolution: Authorize the Portage County J&FS to enter into agreements for the provision of child placement and related services with various service providers./18-0131

3. Business Services/Fiscal and IT Restructuring Update

Director Jeffries presents a table of Organization Restructuring Chart.

4. Job Descriptions Update

There will be approximately twenty to twenty five job descriptions coming before the Board with modification and all of them will have Information Technology (IT) language changes because of system changes. The Bargaining Unit job descriptions have already been reviewed by Union and labor management and the non bargaining job descriptions will primarily be duty shifts.

5. Upcoming Agency Events

- April 26th Employee Appreciation Day for all of the employees in Children's Services at the Chestnut Center.

6. Child Abuse and Neglect Month Activities

Representatives from Portage County Job & Family Services' Children Services Division formed a Child Abuse and Neglect Awareness Committee in 2017 and each year they discuss and plan activities for April which is Child Abuse and Neglect Awareness Month.

Proposed activities in April 2018 include Wear Blue For Awareness on Wednesday, April 11, 2018 as well as hosting the first annual Family Fun Day on Saturday, April 14, 2018. The event is free and open to the all families in Portage County and will be held from 1:00 PM-3:00 PM at Brown Middle School. Families will be encouraged to play games, make crafts and gather valuable community resource information at tables set up from a variety of social service agencies. There will also be presenters from University Hospital and Children's Advantage at the event speaking on Shaken Baby Syndrome, positive parenting techniques and services for parents. Families will receive infant and child supplies such as shampoo, lotion, diaper bags and lunch bags at the event.

In 2017, Portage County Children Services substantiated/indicated abuse and/or neglect on two hundred one non-duplicated cases. This number does not include cases where an alternative response was implemented. Education and intervention services are key to reducing incidences of abuse and neglect.

7. Career Connections Expo

Director Jeffries is very proud to highlight the innovativeness and leadership from OhioMeansJobs Portage County, the workforce division of Portage County Job and Family Services.

In 2017, coordination efforts started to host the first annual Career Connections Expo. The expo will be held on Wednesday, March 14, 2018 at the New Center at Northeast Ohio Medical University. This event is dedicated to helping Portage County's youngest job seekers and students make informed decisions about their future career options. The expo provides students with an opportunity to explore potential career paths, talk with employers and ask questions about careers they are interested in pursuing. Higher education providers will also be on hand to share their part in a student's pathway toward their desired career. This is also a great opportunity for older students to explore summer jobs and internship positions that employers may also have available.

The Career Connections Expo will host local businesses from across sixteen career clusters, colleges and universities, trade schools, as well as, representatives from the U.S. military. As an added resource for schools, there will be several vendors on site and available to discuss how schools can make connections between high school education and future career choices. The expo is open to students from 7th through 12th grade.

As of Friday, February 9, 2018, the following schools have committed to attending and bringing a total of 634 students. Beside each school name, you will find the number of students anticipated at the expo.

- BioMed High School - 185 Students
- BioMed Middle - 57 Students
- Waterloo High School - 117 Students
- Southeast - 30 Students
- Garrettsville - 35 Students
- Ravenna - 40 Students
- Windham - 30 Students
- Kent Middle - 30 Students
- Rootstown has RSVP'd, but hasn't given official number yet—thinks it will be 100
- Streetsboro has RSVP'd, but hasn't given official number yet
- Kate and IDE-10 kids outside of the county

On Thursday, February 22, 2018, Job and Family Services will be hosting a breakfast for counselors and superintendent of all districts in Portage County, to provide vast information on the services offered at Ohio Means JOBS and through the CCMEP Program and Children Services. Director Jeffries will be sure to highlight this event and expects to see the numbers grow following this meeting.

Director Jeffries was also very proud to report the efforts of this team, led by Mandy Berardinelli, have be recognized by State Program Monitor for WIOA and CCMEP,

Ronda Hobbs who read the internal newsletter and thinks this event is fantastic and praised the Community Connections newsletter, a publication of Job and Family Services.

Mandy was also contacted by Ryan Burgess, Director of the Governor's Office of Workforce Transformation. He stated that the Career Expo collaborative effort was an excellent example of business, workforce professionals, and education working together. The state is working with the Ohio Department of Education to roll out the OhioMeansJobs Readiness Seal for high school students and is seeking her assistance with promoting this initiative at the event.

Director Jeffries' leadership is so meaningful and fulfilling at Job and Family Services in part because all staff are driven by improving the lives and circumstances of those we serve. The efforts of this event are just one example of the excellent administrative team and employees of Job and Family Services who are dedicated and go above and beyond on a regular basis.

Commissioner Kerrigan noted Portage Development is having a similar event on October 3rd at the NEW Center at NEOMED, focusing on manufacturing and Director Jeffries will contact Director Ehrhart.

COMMISSIONERS' CONSENT AGENDA

February 15, 2018

1. Approval of the February 8, 2018 regular meeting minutes.

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RESOLUTIONS

February 15, 2018

Budget & Financial Management:

1. Approve the Thursday, February 15, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0119
2. Approve the Thursday, February 15, 2018 wire transfers for health benefits as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0120
3. Approve the Thursday, February 15, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0121
4. Approve the Thursday, February 15, 2018 Then & Now Certification, as presented by the County Auditor./18-0122

5. Approve the Tuesday, February 20, 2018 bills/ACH payments as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0123
6. Approve the Tuesday, February 20, 2018 Journal Vouchers, as presented by the County Auditor and reviewed by the Department of Budget & Financial Management./18-0124
7. Approve the Tuesday, February 20, 2018 Then & Now Certification, as presented by the County Auditor./18-0125
8. Amendment to the Non General Fund 2018 annual appropriation Resolution No. 17-0955, adopted December 19, 2017./18-0126
9. Accept the grant award from the Ohio Department of Public Safety, Governor's Highway Safety Office for the Portage County Sheriff's Department, entitled Impaired Driving Enforcement Program/Selective Traffic Enforcement Program 2018, Portage County Sheriff's Office – 00084./18-0127

Internal Services:

10. Enter into agreement with Delta Dental of Ohio for voluntary group dental insurance for 2018./18-0128
11. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Department of Job & Family Services, and Northeast Ohio Consortium Council of Governments and Family and Community Services, Inc. for the comprehensive case management & employment program (CCMEP)./18-0129
12. Accept proposal of QCL, Inc. and enter into agreement for providing construction inspection/testing services for culvert replacement on Yale Road (CH55), located in Deerfield and Palmyra Township, and Limeridge Road (CH222), located in Freedom Township, Portage County./18-0130
13. Authorize the Portage County Job & Family Services to enter into agreements for the provision of child placement and related services with various service providers./**PULLED FROM THE CONSENT AGENDA.**/Adopted later in the day - 18-0131
14. Acceptance of cash donation from JFS employees for the Cultural Diversity Committee sponsored lunch and learn soup day./18-0132
15. Enter into an agreement between the Portage County Board of Commissioners on behalf of the Portage County Job & Family Services and the Northeast Ohio Consortium Council of Governments./18-0133

16. The Portage County Board of Commissioners reinstates its regular Tuesday meetings beginning Tuesday, February 27, 2018 until further notice./**PULLED FROM CONSENT AGENDA**
Adopted later in the day - 18-0134.

External Services

17. Acceptance of donations to the Office of the Portage County Dog Warden./18-0135
18. Nominate member to the Portage County Local Emergency Planning Committee (LEPC)./18-0136

Motion To: Approve the Consent Agenda for February 15, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

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PULLED CONSENT AGENDA FOR FURTHER DISCUSSION:

February 15, 2018

13. Authorize the Portage County Job & Family Services to enter into agreements for the provision of child placement and related services with various service providers.
- Later in the day, the Board was able to discuss the agreement in more detail with Job and Family Services Director Kellijo Jeffries and agreed to adopt the resolution./18-0131.
16. The Portage County Board of Commissioners reinstates its regular Tuesday meetings beginning Tuesday, February 27, 2018 until further notice.
- The Board made several small changes to the advertisement and after discussing the changes with Attorney Smith, the Board agreed to adopt the resolution./18-0134.

**RESOLUTION NO. 18-0119 - RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on February 15, 2018 in the total payment amount of **\$564,302.62** for **Funds**

0001-8299 as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0120 - RE: WIRE TRANSFER APPROVED AND CERTIFIED
TO THE PORTAGE COUNTY AUDITOR FOR
PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

RESOLVED, that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and Financial Management, Department of Internal Services or other designee on February 15, 2018 in the total payment amount as follows:

1. \$8,054.13 to Wage Works Claims-Fund 7101; and

as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners authorizes the wire transfer for the charges relating to health benefits, as presented by the Portage County Auditor's Office:

Wire Transfer on Friday, February 16, 2018 \$ 8,054.13

and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0121

-

**RE: APPROVAL OF JOURNAL
VOUCHERS/ENTRIES.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following Resolution be adopted:

- WHEREAS,** the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and
- WHEREAS,** there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and
- WHEREAS,** the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it
- RESOLVED,** that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

02/15/18	512	\$ 846.39
02/15/18	511	30,154.34
02/15/18	510	129,772.55
02/15/18	509	352,577.00
02/15/18	464	17,339.17
02/15/18	462	180.00
Total		\$ 530,869.45

; and be it further

- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0122

-

**RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

- WHEREAS,** Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and
- WHEREAS,** the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and
- WHEREAS,** a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it
- RESOLVED,** that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$342,616.23** as set forth in Exhibit "A" dated **February 15, 2018** shall be paid; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0123

-

**RE: BILLS APPROVED AND CERTIFIED TO THE
PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

- RESOLVED,** that the bills were approved and certified to the County Auditor for payment, contingent upon the review of the Portage County Department of Budget and

Financial Management, Department of Internal Services or other designee on February 20, 2018 in the total payment amount of **\$244,368.18** for **Funds 0001-8299** as set forth in the Accounts Payable Warrant Report on file in the office of the Portage County Auditor; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0124 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following Resolution be adopted:

WHEREAS, the Ohio Revised Code requires that warrants be approved by the Board of Commissioners prior to their issuance; and

WHEREAS, there are other similar financial transactions defined as journal vouchers/entries that are dissimilar in that they are used to pay for charges for services from one county department and/or fund to another department and/or fund and thus are processed in lieu of issuing a warrant; and

WHEREAS, the Journal Vouchers/Entries are recommended by the County Auditor's Office for review and approval by the Board of Commissioners; now therefore be it

RESOLVED, that the Board of Commissioners approves the following Journal Vouchers/Entries, as presented by the County Auditor's Office:

02/20/18	653	\$ 9,650.49
02/20/18	652	10,888.73
02/20/18	590	13,472.94
02/20/18	589	12,814.89
Total		\$ 46,827.05

; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0125 - RE: ACCEPTANCE OF THEN AND NOW
CERTIFICATIONS FOR PAYMENT.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, Ohio Revised Code Section 5705.41 (D)(1) authorizes the expenditure of moneys, provided a certificate of the County Auditor is supplied stating that there was at the time of the making of such contract or order and at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification); and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office; and

WHEREAS, a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$91,142.61** as set forth in Exhibit "A" dated **February 20, 2018** shall be paid; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea; Mike Kerrigan, Yea;

RESOLUTION NO. 18-0126

RE: AMENDMENT TO THE NON GENERAL FUND
2018 ANNUAL APPROPRIATION RESOLUTION
NO. 17-0955 ADOPTED DECEMBER 19, 2017.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non General Fund 2018 Annual Appropriation, from the unappropriated, certified fund balance in the amounts and for the purposes set forth in the enumeration shown below as reviewed and recommended by the Director of Budget & Financial Management:

		<i>Increase</i>	<i>Decrease</i>	
	Adult Probation			
Fund: 1122				
590	<i>Adult Probation</i>			
	Adult Prob-Comm Corr CS			
11224			3,000	-
	Adult Prob-Comm Corr MS			
11225			2,915	-
	MEMO TOTAL		\$ 5,915	\$ -

Note:

	Reinvestment Incentive (JRIG)			
Fund: 1126				
590	<i>Adult Probation</i>			
	Reinvestmt Incentive JRIG PS			
11263			43,404	-
	Reinvestmt Incentive JRIG MS			
11265			5,500	-
	MEMO TOTAL		\$ 48,904	\$ -

Note:

	LGIP Innovation Study			
Fund: 1266				
081	<i>Community Development</i>			
	LGIP Innovation Study CS			
12664			50,000	-
	MEMO TOTAL		\$ 50,000	\$ -

Note: Set 2018 appropriations

	Drug Task Force			
Fund: 1482				
700	<i>Sheriff's Department</i>			

	Drug Task Force CS		
14824		2,139	-
	MEMO TOTAL	\$ 2,139	\$ -

Note: Appr. for addtl grant

	2015 Culvert Replcmt		
Fund: 4239			
800	<i>Engineer's Department</i>		
	2015 Culvert Replcmt CS		
42394		21,116	-
	2015 Culvert Replcmt CO		
42396		-	21,116
	MEMO TOTAL	\$ 21,116	\$ 21,116

Note:

	Sheriff Gifts & Donations DARE		
Fund: 8105			
700	<i>Sheriff's Department</i>		
	Sheriff Gift Donation DARE CS		
81054		1,000	-
	Sheriff Gift Donation DARE MS		
81055		-	1,000
	MEMO TOTAL	\$ 1,000	\$ 1,000

Note: \$ needed for DARE

TOTAL MEMO BALANCE FOR ALL FUNDS	\$ 129,074	\$ 22,116
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; and be it further

RESOLVED, that the notes of explanation in this resolution are for informational purposes only and are not intended to restrict the expenditure of those appropriated funds to any single purpose. Such funds are for the use of all expenditures that are lawful under the approved appropriation; and be it further

RESOLVED, that a certified copy of this resolution be filed with the County Auditor; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0127

- RE: ACCEPT THE GRANT AWARD FROM THE OHIO
DEPARTMENT OF PUBLIC SAFETY,
GOVERNOR'S HIGHWAY SAFETY OFFICE FOR
THE PORTAGE COUNTY SHERIFF'S
DEPARTMENT, ENTITLED IMPAIRED DRIVING
ENFORCEMENT PROGRAM / SELECTIVE
TRAFFIC ENFORCEMENT PROGRAM 2018,
PORTAGE COUNTY SHERIFF'S OFFICE - 00084.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

- WHEREAS,** the Portage County Board of Commissioners adopted Resolution 17-0400 on May 16, 2017 and authorized the grant application Governor's Highway Safety Office known as the Impaired Driving Enforcement and Selective Traffic Enforcement by the Portage County Sheriff's Office for funding in the amount of \$25,025.01 ***with no local match requirement***; and
- WHEREAS,** the Ohio Department of Public Safety, Office of Criminal Justice has approved the grant application for the Impaired Driving Enforcement and Selective Traffic Enforcement program in the amount of \$25,025.01; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners accepts the Ohio Department of Public Safety, Governor's Highway Safety Office 2018 Impaired Driving Enforcement and Selective Traffic Enforcement for the Portage County Sheriff's Office for funding in an amount of \$25,025.01 ***with no local match requirement***, for aggressive traffic enforcement by the Portage County Sheriff's Office to reduce the number of fatal crashes in Portage County. The Sheriff will enforce speed, safety belt, DUI and aggressive driving laws by issuing citations vs. warnings; and be it further
- RESOLVED,** that the Portage County Board of Commissioners notes that the "authorized to proceed" date is October 1, 2017 and the "agreement termination date" is September 30, 2018; and be it further
- RESOLVED,** that a copy of this resolution be forwarded to the Portage County Auditor, the Department of Budget and Financial Management, and to the Portage County Sheriff; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call Vote as Follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0128 - RE: ENTER INTO AN AGREEMENT WITH DELTA
DENTAL OF OHIO FOR VOLUNTARY GROUP
DENTAL INSURANCE FOR 2018.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, the Portage County Board of Commissioners is desirous to provide voluntary dental insurance coverage for County employees and their families who elect such coverage, the cost of which is paid by the employees; and

WHEREAS, Delta Dental of Ohio is both qualified and interested in providing said voluntary employee dental insurance coverage; now therefore be it

RESOLVED, that the Board of Portage County Commissioners enters into an agreement with Delta Dental of Ohio, 1300 East 9th St., Suite 1703, Cleveland, OH 44114, to provide voluntary dental insurance coverage for all permanent full-time County employees who elect such coverage for the period January 1, 2018 through December 31, 2018; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0129 - RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY DEPARTMENT OF JOB &
FAMILY SERVICES, THE PORTAGE COUNTY
DEPARTMENT OF JOB & FAMILY SERVICES,
AND THE NORTHEAST OHIO CONSORTIUM
COUNCIL OF GOVERNMENTS AND FAMILY
AND COMMUNITY SERVICES, INC. FOR THE**

**COMPREHENSIVE CASE MANAGEMENT &
EMPLOYMENT PROGRAM (CCMEP)**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

- WHEREAS,** the Portage County Department of Job & Family Services and the Northeast Ohio Consortium Council of Governments (NOCCOG) are in need of tutoring and study skills training, paid and unpaid work experience, mentoring, counseling & treatment, a financial literacy program and a re-entry program to eligible Portage County residents that will help eligible recipients of Portage County, ages 16 – 24, to overcome barriers to employment and develop skills local employers seek
- WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and
- WHEREAS,** on December 6 2017, the Area 19 WBD and the NOCCOG Board voted to give the authority for the NOC COG to enter into this Agreement with PCDJFS, and the CONTRACTOR for the provision of the services pursuant to the terms and conditions set forth within this Agreement; and
- WHEREAS,** the Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the NOCCOG, Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners on behalf of the Portage County Department of Job & Family Services does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, Ohio 44266, for the period October 1, 2017 through September 30, 2018, with the option to extend two (2) additional terms; and be it further
- RESOLVED,** that the total amount of this Agreement is not to exceed Four hundred Ninety-one Thousand Two Hundred Seventy-five and 36/100 dollars (\$491,275.36); and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the

public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0130 - RE: ACCEPT PROPOSAL OF QCI, INC. AND ENTER INTO AGREEMENT FOR PROVIDING CONSTRUCTION INSPECTION / TESTING SERVICES FOR CULVERT REPLACEMENTS ON YALE ROAD (CH 55), LOCATED IN DEERFIELD AND PALMYRA TOWNSHIP, AND LIMERIDGE ROAD (CH 222), LOCATED IN FREEDOM TOWNSHIP, PORTAGE COUNTY.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following Resolution be adopted:

- WHEREAS,** the Portage County Engineer has determined that it will be necessary to acquire the services of a consultant to perform construction inspection/testing services for culvert replacements on *Yale Road* (CH 55), located in Deerfield and Palmyra Township, and *Limeridge Road* (CH 222), located in Freedom Township, Portage County; and
- WHEREAS,** the Portage County Board of Commissioners, by Resolution No. 17-0008, authorized the Portage County Engineer to accept current statements of qualification from engineering consultant firms seeking to provide professional services during the years of 2017 and 2018; and
- WHEREAS,** the Portage County Engineer selected QCI, Inc. from the list of consultants who have a statement of qualification on file for 2017 and 2018, to submit a technical and fee proposal to provide construction inspection / testing services for culvert replacements on *Yale Road* (CH 55), located in Deerfield and Palmyra Township, and *Limeridge Road* (CH 222), located in Freedom Township, Portage County; and
- WHEREAS,** the Portage County Engineer, upon review of the proposal from QCI, Inc., recommends that said proposal be accepted by the Board of Portage County Commissioners; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby accept the proposal of QCI, Inc. and authorizes the Portage County Engineer to enter into and execute an agreement for providing construction inspection / testing services for culvert replacements on *Yale Road* (CH 55), located in Deerfield and Palmyra Township, and *Limeridge Road* (CH 222), located in Freedom Township,

Portage County; and be it further

RESOLVED, that said professional services will be performed by QCI, Inc., 40 Tarbell Avenue, Bedford, Ohio 44146 at a not to exceed cost of \$40,267.35, and be it further

RESOLVED, that Portage County Board of Commissioners authorizes the Portage County Engineer to create a purchase order in the amount of \$40,267.35, and be it further

RESOLVED, that the Portage County Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0131

-

RE: AUTHORIZE THE PORTAGE COUNTY JOB AND FAMILY SERVICES TO ENTER INTO AGREEMENTS FOR THE PROVISION OF CHILD PLACEMENT AND RELATED SERVICES WITH VARIOUS SERVICE PROVIDERS.

It was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett to approve the following resolution:

WHEREAS, the Portage County Job and Family Services is responsible for the placement of children and related services and has determined that various specific providers of child placement services are capable of providing child placement and related services; and

WHEREAS, the Agreement will be used to detail the terms of the relationship with the various specific service providers; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorized the Portage County Job and Family Services to enter into an Agreement between Job and Family Services and various service providers for child placement and related services as stipulated in the Agreement for a period from January 1, 2018 until December 31, 2020; and be it further

RESOLVED, that the Director of the Portage County Job and Family Services, or her designee, are hereby authorized to execute any and all documents necessary to enter into agreements with various specific service providers for child placement and related services; and be it further

RESOLVED, that the basic rate is not to exceed \$5,000,000.00 annually; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

**RESOLUTION NO. 18-0132 - RE: ACCEPTANCE OF CASH DONATION FROM JFS
EMPLOYEES FOR THE CULTURAL DIVERSITY
COMMITTEE SPONSORED LUNCH AND LEARN
SOUP DAY**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan to approve the following resolution:

WHEREAS, the Portage County Job & Family Services received cash donations in the amount of \$68.00 from 21 JFS employees at the Cultural Diversity Committee sponsored lunch and learn soup

WHEREAS, donations totaling the amount of \$68.00 from 21 JFS employees was received on Wednesday, January 17, 2018; now therefore be it

RESOLVED, that, on behalf of the Portage County Job & Family Services and in accordance with Ohio Revised Code Section 9.20, the Portage County Board of Commissioners accepts the donations in the amount of \$68.00 from 21 JFS employees for the Portage JFS Cultural Diversity Committee and the funds will support future JFS Employee Enhancement activities

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0133

- RE: ENTER INTO AN AGREEMENT BETWEEN THE
PORTAGE COUNTY BOARD OF
COMMISSIONERS ON BEHALF OF THE
PORTAGE COUNTY DEPARTMENT OF JOB &
FAMILY SERVICES, AND THE NORTHEAST
OHIO CONSORTIUM COUNCIL OF
GOVERNMENTS.

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, Title I of the Workforce Investment Act of 1998 (WIA) and the Workforce Innovation and Opportunity Act of 2014 (WIOA) require that Area 19, which consists of Geauga, Ashtabula, and Portage Counties, must maximize employment and training resources, coordinate resources and provider service programs, including employment and training services to youth; and

WHEREAS, the Northeast Ohio Consortium Council of Governments (NOC COG) has been designated as the Fiscal and Administrative Agent for Title I WIA funds, WIOA funds and other workforce development activity funding sources by Geauga, Ashtabula and Portage Counties pursuant to a Governing Agreement entered into by those counties; and

WHEREAS, on December 16, 2016, the Area 19 Workforce Development Board(WDB), and the NOC COG Board, as defined under the Intergovernmental Agreement, each voted to enter into an Agreement with the Portage County Department of Job & Family Services for the provision of CCMEP WIOA Youth Services for a term commencing January 1, 2017 and ending June 30, 2017; and

WHEREAS, on June 7, 2017, the NOC COG board and on June 21, 2017, the Area 19 Workforce Development Board (WDB) both voted to give the authority for the NOC COG to enter into a second Agreement with the Portage County Department of Job & Family Services for the provision of CCMEP WIOA youth services for a term commencing July 1, 2017 and ending June 30, 2018; and

RESOLVED, that the Board of Portage County Commissioners does hereby enter into an Agreement with the Northeast Ohio Consortium Council of Governments on behalf of the Portage County Department of Job & Family Services for the provision of CCMEP WIOA Youth Services for the period July 1, 2017 through June 30, 2018, in the amount of Two Hundred One Thousand One Hundred Fifty-one and 22/100 Dollars (\$201,151.22); and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this

Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION No. 18-0134

-

**RE: THE PORTAGE COUNTY BOARD OF
COMMISSIONERS REINSTATES ITS REGULAR
TUESDAY MEETINGS BEGINNING TUESDAY,
FEBRUARY 27, 2018 UNTIL FURTHER NOTICE.**

It was moved by Mike Kerrigan, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

- WHEREAS,** County Resolution 18-005 suspended its Tuesday Regular Meetings until such meetings were deemed necessary to complete county business, and;
- WHEREAS,** the Board now deems it necessary to begin a series of meetings every Tuesday to review and discuss the general business of the County, now therefore be it
- RESOLVED,** that Tuesday regular meetings as established in County Resolution 18-005 are hereby reinstated beginning Tuesday, February 27, 2018 and will continue until further notice; and be it further
- RESOLVED,** that Tuesday Regular meetings will begin at 9:30 AM and end at 11:00 AM, or at such time as Board deems necessary, and be it further
- RESOLVED,** that said meetings are considered public meetings and interested citizens may attend; however, public input will not be permitted during these Regular Tuesday meetings; and be it further
- RESOLVED,** that said meetings are to be held at the Portage County Administration Building, 7th Floor, 449 South Meridian Street, Ravenna, Ohio; and be it further
- RESOLVED,** that notice of said meetings shall be otherwise provided in accordance with County Resolution No. 2018-005, and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0135

-

**RE: ACCEPTANCE OF DONATIONS TO THE OFFICE
OF THE PORTAGE COUNTY DOG WARDEN.**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

WHEREAS, the Portage County Dog Warden received a donation from the following for the Spay/ Neuter / Medical fund program:

Name	Address	
Richard & Jennifer Salzer	3277 Cook Rd Atwater Oh 44201	\$15
Charity Hawkins	1531 Hawthorn St Moragore Oh 44260	\$15
Donny Hope & Shanan Sells	10468 South St Garrettsville Oh 44231	\$100
Joe & Susan Miller	4832 Alexander Rd Atwater Oh 44201	\$200
Carol Hughes	3077 ST RT 225 Diamond Oh 44412	\$100

; now therefore, be it

RESOLVED, the Board of Portage County Commissioners does hereby accept this donation in accordance with Resolution No. 13-1011, adopted on October 3, 2013, on behalf of the Office of the Portage County Dog Warden; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0136

-

**RE: NOMINATE MEMBER TO THE PORTAGE
COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE (LEPC).**

It was moved by Sabrina Christian-Bennett, seconded by Mike Kerrigan that the following resolution be adopted:

- WHEREAS,** Ohio Revised Code section 3750.03 designates Local Emergency Planning Districts to prepare and implement district chemical emergency response and preparedness plans; and
- WHEREAS,** ORC 3750.03 describes the required member organizations or groups to be represented on the Local Emergency Planning Committee (LEPC) of each emergency planning district; and
- WHEREAS,** the State Emergency Response Commission, which is under the Ohio EPA, shall appoint the members from a list submitted by the Portage County Board of Commissioners to serve on the Portage County Local Emergency Planning Committee for a two-year term; and
- WHEREAS,** by Resolution 17-0463, the Portage County Board of Commissioners made recommendations to the SERC for the term beginning August 17, 2017 and ending August 16, 2019; and
- WHEREAS,** it has become necessary to replace and add members to the Portage County Local Emergency Planning Committee (LEPC); and
- WHEREAS,** the Portage County LEPC has recommended to the Board of Commissioners that the member listing be updated as follows; now, therefore, be it
- RESOLVED,** that the Board of Commissioners does hereby recommend the following members to serve on the Portage County LEPC for the term ending August 16, 2019:

<i>Status</i>	<i>Name</i>	<i>Representing</i>
<i>PARTA Alternate</i>	<i>Chuck Jones</i>	<i>Transportation</i>
<i>Commissioner</i>	<i>Mike Kerriqan</i>	<i>Elected Official</i>
		<i>Replacing Maureen T.</i>

; and be it further

- RESOLVED,** that a copy of this resolution will be forwarded by Emergency Management Office staff to the State Emergency Response Commission (SERC); P.O. Box 1049; Columbus Ohio 43216-1049; and be it further
- RESOLVED,** that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.00 of the Ohio Revised Code.

Roll call vote as follows:

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

RESOLUTION NO. 18-0137

-

**RE: APPOINTMENTS TO THE VARIOUS PUBLIC
BOARDS MADE BY THE PORTAGE COUNTY
BOARD OF COMMISSIONERS**

WHEREAS, acting under the authority of various sections of the Ohio Revised Code (herein referred to as "O.R.C."), the Portage County Board of Commissioners (herein referred to as "Board of Commissioners") serves as appointing authority for members of numerous public boards; and

WHEREAS, the Board of Commissioners intends to create a formal process to enable a careful and critical examination of individuals who apply to vacancies on the aforementioned public boards (herein referred to as "applicants") in order to identify the most qualified candidate(s) to fill each board vacancy; now therefore be it

RESOLVED, that any and all portions of previous Resolutions that conflict with this resolution be disregarded in favor of this resolution; and be it further

RESOLVED, that as vacancies arise on the various public boards in which the O.R.C. requires the Board of Commissioners to appoint members, the Board of Commissioners does hereby require that all applicants complete an application form as prescribed and updated from time-to-time by the Board of Commissioners and such completed application form shall be submitted to the Board of Commissioners' Office with a copy of the applicant's resume, curriculum vitae, or other similar document; and then three references' contact information; and be it further

RESOLVED, that all applicants be required to undergo an in-person interview at a public meeting of the Board of Commissioners; and be it further

RESOLVED, that any individual member of the Board of Commissioners, or a designee of the full Board of Commissioners, may contact any or all of the applicants' references provided and may obtain any additional relevant publicly available information regarding an applicant in order to make a well-informed decision on each applicant; and be it further

RESOLVED, that notice to any individual that they have been conditionally approved by the Board of Commissioners to fill any such vacancy, shall be given to the individual by written letter or email transmission and said notice will include the statement "You have been conditionally appointed to the __ (name of board here) __. Your appointment is contingent on completion of both a Federal Bureau of Investigation

and Ohio Bureau of Criminal Investigation criminal records check at the expense of the Board of Commissioners prior to a final vote of the Board of Commissioners" and instructions on how and where to complete said records check; and be it further

RESOLVED, that any individual conditionally approved by the Board of Commissioners to fill any such vacancy shall be required to undergo both a Federal Bureau of Investigation and Ohio Bureau of Criminal Investigation criminal records check at the expense of the Board of Commissioners prior to a final vote on a resolution of appointment of said individual; and be it further

RESOLVED, that a final vote on a resolution of appointment not be made sooner than seven (7) days after the results of the criminal records check are made available to the Board of Commissioners for their consideration; and be it further

RESOLVED, that the above guidelines are to be used in conjunction with any particular qualifications, disqualifications, or additional requirements incumbent upon individual applicants as prescribed by the O.R.C. based on the public board in which the applicant seeks appointment; and be it further

RESOLVED, that nothing in the above guidelines is intended to supersede the O.R.C. and that in the case of contradiction between the above guidelines and the O.R.C., the above guidelines are to be disregarded in favor of the O.R.C.; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Vicki Kline, Yea;

Sabrina Christian-Bennett, Yea;

Mike Kerrigan, Yea;

JOURNAL ENTRY

February 15, 2018

Commissioners

1. The Board of Commissioners acknowledged receipt of the Portage County Investment Reconciliation for the Month of January 2018, received on February 6, 2018 as presented by the County Auditor and County Treasurer.
2. The Board of Commissioners signed the February 5, 2018 correspondence to the State Historic Preservation Office, Ohio History Connection, regarding activities determined to be exempt from Ohio Historic Preservation Office review, as presented by the Regional Planning Commission.

3. In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for January 2018, as presented by the Portage County Sheriff's Department.
4. The Board of Commissioners acknowledged receipt of the February 9, 2018 Certificate of the County Auditor that the Total Appropriations from each fund do not exceed the Official Estimate Resources for the fiscal year beginning January 1, 2018, as presented by the Portage County Auditor's Office.

Human Resources

5. The Board of Commissioners signed the Personnel Requisition authorizing three day internal posting of the full time, temporary Account Clerk 2, for Portage County Job & Family Services, presented by Janet Kovick, Human Resources Director.
6. The Board of Commissioners signed the Personnel Action Form accepting the retirement of Karen Collins, Income Maintenance Aide 2, for Portage County Job and Family Services, effective April 27, 2018, presented by Janet Kovick, Human Resources Director.
7. The Board of Commissioners signed the Personnel Requisition authorizing the two week external posting of the full time permanent Income Maintenance Aide 2 replacing Karen Collins for Portage County Job & Family Services, presented by Janet Kovick, Human Resources Director.

Motion To: Approve the Journal Entries for February 15, 2018

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

Motion To: Adjourn the Official Meeting of February 15, 2018 at 1:56 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVED:	Sabrina Christian-Bennett
SECONDED:	Mike Kerrigan
AYES:	Sabrina Christian-Bennett, Mike Kerrigan, Vicki A. Kline

We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on February 15, 2018.



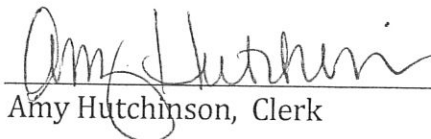
Vicki A. Kline, President



Sabrina Christian-Bennett, Vice President



Mike Kerrigan, Board Member



Amy Hutchinson, Clerk