



# Portage County Board of Commissioners

## Meeting Minutes

449 South Main Street  
Ravenna, OH 44266

<http://www.co.portage.oh.us>

Amy Hutchinson, Clerk  
330-297-3600

Thursday, September 10, 2020

9:08 AM

Commissioners' Board Room

*The Commissioners' meeting minutes are summarized; Audio recordings and backup material are available.  
Please contact the Commissioners' Office for specific details.*

The Portage County Board of Commissioners' meeting came to order with the following members present via Zoom video conference.

Attendee Name	Title	Status
Kathleen Clyde	President	Present
Vicki A. Kline	Vice President	Present
Sabrina Christian-Bennett	Board Member	Present

Also attending throughout the day County Administrator Gene Roberts.

Recessed: 9:09 AM into Solid Waste Management District Meeting

Reconvened: 9:12 AM

### **JOB & FAMILY SERVICES**

Present: Sue Brannon, Budget & Finance Administrator Job and Family Services

### **Resolutions:**

1. The Board of Commissioners agrees to transfer \$42,072.94 from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 20-0551
  - This is the regular transfer from the WIA Fund to the Public Assistance Fund for shared costs via the RMS for the first adjustment of July and August 2020.

**RESOLUTION NO. 20-0551      -      RE:    TRANSFER FROM FUND 1413, WIA FUND  
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

**WHEREAS,**                      the JFS WIA Fund owes the Public Assistance Fund for the WIOA RMS staff costs paid out of the Public Assistance Fund; and

**WHEREAS,**                      it is necessary to do a transfer of funds to cover these costs; now therefore be it

**RESOLVED,**                      that the following transfer of funds be made in the amount of \$42,072.94 for July Adj#1 and August 2020 as reviewed and recommended by the Department of Job & Family Services:

**FROM:**FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$2,025.92

Project 3B278

\$4,054.37

Project 3A259

\$21,790.56

Project 3B259

\$14,202.09

**TO:**FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$42,072.94

; and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

2. The Board of Commissioners agrees to transfer \$12,999.67 from Fund 1413, WIA Fund to Fund 1410 Public Assistance Fund./Resolution No. 20-0552

- This is the quarterly transfer from the WIA Fund to the Public Assistance Fund for the One Stop shared costs for OhioMeansJobs.

**RESOLUTION NO. 20-0552**

- **RE: TRANSFER FROM FUND 1413, WIA FUND  
TO FUND 1410 PUBLIC ASSISTANCE FUND**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

**WHEREAS,** the JFS WIA Fund owes the Public Assistance Fund for One Stop sharing costs paid out of the Public Assistance Fund; and

**WHEREAS,** it is necessary to do a transfer of funds to cover these costs; now therefore be it

**RESOLVED,** that the following transfer of funds be made in the amount of \$12,999.67 for the 4th Qtr SFY20 Apr-Jun 2020 adjustment as reviewed and recommended by the Department of Job & Family Services:

**FROM:**

FUND 1413, JFS WIA FUND

ORGCODE - 14130519

Debit Expense Account

Object: 912000 – JFS Shared

Project 3A258

\$6,499.84

Project 3B278

\$6,499.83

**TO:**

FUND 1410, PUBLIC ASSISTANCE FUND

ORGCODE - 14100512

Revenue Account

Object: 282000 – JFS Shared

Project 5SHAR

\$12,999.67

; and be it further

**RESOLVED,** that the County Auditor is hereby requested to make said transfer by Journal Entry, and that a certified copy of this resolution be filed with the Portage County Auditor, the Portage County Job & Family Services, and the Department of Budget and Financial Management; 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

**PUBLIC BIDS, CONTRACTS, PURCHASING & COUNTY FACILITIES**

Present: JoAnn Townend

**Resolutions:**

1. The Board of Commissioners agrees to authorize the Portage County Engineer to execute Local Public agency (LPA) agreement no. 35259 (PID No. 113516) with the director of the Ohio Department of Transportation for a Sign Inventory Safety Study covering all roads under the jurisdiction of the Portage County Engineer./Resolution No. 20-0553

- The County Engineer has obtained 90% Federal funding to cover his signs and study which equates to \$37,476.00.

**RESOLUTION No. 20-0553**

**RE: A RESOLUTION TO AUTHORIZE THE PORTAGE COUNTY ENGINEER TO EXECUTE LOCAL PUBLIC AGENCY (LPA) AGREEMENT NO. 35259 (PID NO. 113516) WITH THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION FOR A SIGN INVENTORY SAFETY STUDY COVERING ALL ROADS UNDER THE JURISDICTION OF THE PORTAGE COUNTY ENGINEER**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following Resolution be adopted:

**WHEREAS**, the Portage County Engineer has secured 90% federal funding from the County Engineer's Association of Ohio for a Sign Inventory Safety Study covering all roads under the jurisdiction of the Portage County Engineer, and

**WHEREAS**, the Portage County Engineer has received LPA Agreement No. 35259 (PID No. 113516) from the Director of the Ohio Department of Transportation for said project, and

**WHEREAS**, the LPA Agreement provides for reimbursement to the Portage County Engineer of federal funds for said project up to a maximum of \$37,476.00, now therefore be it

**RESOLVED**, that the Board of Portage County Commissioners does hereby authorize the Portage County Engineer to enter into LPA Agreement No. 35259 (PID No. 113516) with the Director of the Ohio Department of Transportation to access federal funds to reimburse the Portage County Engineer for said Sign Inventory Safety Study covering all roads under the jurisdiction of the Portage County Engineer; 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:

Kathleen Clyde, Yea;                      Vicki A. Kline, Yea;                      Sabrina Christian-Bennett, Yea;

2. The Board of Commissioners agrees to enter into a Memorandum of Understanding between the Portage County Courts of Common Pleas, Adult Probation Department and the Portage County Board of Commissioners and Mid-American Court Services LLC./Resolution No. 20-0554

- This resolution is to enter into a Memorandum of Understanding with the Board, Common Pleas and Adult Probation for drug testing of possible offenders with Mid-American Court Services
- This contract will be paid through the end of the year through CARES funding.

**RESOLUTION NO. 20-0554    -                      RE:    ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY COURTS OF COMMON PLEAS, ADULT PROBATION DEPARTMENT AND THE PORTAGE COUNTY BOARD OF COMMISSIONERS AND MID-AMERICAN COURT SERVICES LLC.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

**WHEREAS,**                      the Portage County Common Pleas Courts and Adult Probation Department are in need of drug testing services; and

**WHEREAS,**                      Mid-American Court Services LLC is experienced and can perform the requested drug testing services needed; and

**WHEREAS,**                      charges for services to the client self-pay will be \$35.00 per panel before screening is performed and the charges for services requested by the Courts and Adult Probation will be \$15.00 per panel and will be invoiced monthly not to exceed \$2,500.00 per month; now therefore be it

**RESOLVED,**                      that the Common Pleas Courts, Adult Probation Department and Board of Commissioners agree to enter into a memorandum of understanding with Mid-American Court Services LLC, 129 Mansell Dr., Youngstown OH 44505 at the fees listed above; 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**DEPARTMENT OF BUDGET & FINANCE**

Present: Todd Bragg

The bill run was fairly light this week \$428,000 and everything else looks normal. The Then & Now's increased, but \$125,000 is Job and Family Services paying their rent.

**Resolutions:**

**RESOLUTION NO. 20-0555 - RE: BILLS APPROVED AND ACH CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Vicki A. Kline seconded by Sabrina Christian-Bennett 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on September 10, 2020 in the total payment amount of **\$428,592.74, including late fees finance charges, interest & penalties amounting to \$1.86 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 ACH payment is approved as certified to the County Auditor for payment on or after Friday, September 11, 2020, contingent upon the review of the Portage County Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on September 10, 2020 in the total payment amount of **\$74.45 to Neil Group** 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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0556 - RE: WIRE TRANSFER APPROVED AND  
CERTIFIED TO THE PORTAGE COUNTY  
AUDITOR FOR PAYMENT.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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 Board of Commissioners, Department of Budget and Financial Management, Department of Internal Services or other designee on September 10, 2020 in the total payment amount as follows:

1. \$274,470.10 to Medical Mutual - Claims

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, September 11, 2020 \$ 274,470.10

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:

Kathleen Clyde, Yea; Vicki A. Kline, Yea; Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0557****RE: APPROVAL OF JOURNAL  
VOUCHERS/ENTRIES.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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:

09/10/20	221	\$92,538.41
09/10/20	222	143.75
09/10/20	232	2,410.98
09/10/20	233	1,295.00
09/10/20	276	68.00
09/10/20	344	149.69
09/10/20	345	124.69
09/10/20	346	74.92
09/10/20	347	10,692.73
09/10/20	348	8,968.23
Total		\$116,466.40

; 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:



Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

**RESOLUTION NO. 20-0558**

-

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

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett 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 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 are properly certified by the County Auditor in the amount of **\$171,865.99** dated **September 10, 2020** 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

1. The Board of Commissioners authorizes the necessary property tax levies and certifying them to the County Auditor at rates estimated by the county auditor and approved by the County Budget Commission - ORC 5705.34 for fiscal 2021./Resolution No. 20-0559
  - Since the Tax Budget has been adopted and the Budget Commission has certified, this resolution needs to be adopted and sent to the County Auditor's Office.

RESOLUTION NO. 20-0559

RE: RESOLUTION AUTHORIZING THE  
NECESSARY PROPERTY TAX LEVIES AND  
CERTIFYING THEM TO THE COUNTY AUDITOR  
AT RATES ESTIMATED BY THE COUNTY  
AUDITOR AND APPROVED BY THE COUNTY  
BUDGET COMMISSION - ORC 5705.34 FOR  
FISCAL 2021.

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

- WHEREAS,** on July 9, 2020 the Portage County Board of Commissioners, in accordance with the provisions of law, adopted Resolution 20-0440, the Fiscal 2021 Tax Budget, for the next succeeding fiscal year commencing January 1, 2021; and
- WHEREAS,** on August 3, 2020 the Budget Commission of Portage County, Ohio, certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without and within the ten mill tax limitation; now therefore it be
- RESOLVED,** by the Board of County Commissioners of Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification for the fiscal year commencing January 1, 2021, are hereby accepted, and be it further
- RESOLVED,** that there be and is hereby levied on the tax duplicate of said County, the rate of each tax necessary to be levied within and without the ten mill limitation as displayed at the end of this Resolution; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Budget Commission and the Department of Budget & Financial Management; 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:

Kathleen Clyde, Yea;

Vicki A. Kline, Yea;

Sabrina Christian-Bennett, Yea;

**OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES**

Rev. Code Sec. 5706.34 & 5706.35

Office of Budget Commission, Portage County, Ravenna, Ohio

**To the Taxing Authority of: Portage County**

**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED  
BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	AMOUNT APPROVED BY BUDGET COM- MISSION INSIDE 10 M. LIMITATION	AMOUNT APPROVED BY BUDGET COM- MISSION OUTSIDE 10 M. LIMITATION	COUNTY AUDITOR'S ESTIMATE OF TAX RATE TO BE LEVIED	
			INSIDE 10 M. LIMIT	OUTSIDE 10 M. LIMIT
	Column I	Column II	III	IV
General	\$7,793,851		2.00	
Mental Health		\$6,461,482		1.80
Mental Retardation & DD		\$15,866,562		8.58
Child Welfare		\$2,870,717		1.24
<b>TOTAL</b>	<b>\$7,793,851</b>	<b>\$25,298,760</b>	<b>2.00</b>	<b>11.62</b>

\$33,092,611

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Tax Year Levy Begins	Tax Year Levy Ends	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Levy authorized by voters on 11/08/18 not to exceed ten (10) years. Mental Health & Recovery	2017	2026	0.30	\$1,073,884
Levy authorized by voters on 11/06/18 not to exceed ten (10) years. Mental Health & Recovery	2019	2028	0.50	\$1,941,980
Levy authorized by voters on 11/05/13 not to exceed ten (10) years. Mental Health & Recovery	2014	2023	1.00	\$3,445,839
Levy authorized by voters on 11/06/88 for a Continuing Period of time. Mental R D Disabilities	1989	Cont	0.88	\$771,733
Levy authorized by voters on 05/08/84 for a Continuing Period of time. Mental R D Disabilities	1985	Cont	1.00	\$876,969
Levy authorized by voters on 05/07/85 for a Continuing Period of time. Mental R D Disabilities	1986	Cont	2.00	\$3,130,213
Levy authorized by voters on 11/06/18 not to exceed five (5) years. Mental R D Disabilities	2019	2023	2.00	\$3,674,242
Levy authorized by voters on 11/03/15 for a Continuing Period of time. Mental R D Disabilities	2016	Cont	1.80	\$4,312,331
Levy authorized by voters on 11/05/13 not to exceed ten (10) years. Mental R D Disabilities	2014	2023	0.90	\$3,101,075
Levy authorized by voters on 03/17/20 not to exceed five (5) years. Child Welfare	2020	2024	0.49	\$1,173,912
Levy authorized by voters on 11/05/19 not to exceed five (5) years. Child Welfare	2020	2024	0.75	\$1,796,804

**JOURNAL ENTRY:** The Board of Commissioners approved the August 2020 adjustments to the Portage County Water, Portage County Sewer, and Streetsboro Sewer billing accounts as reported on the adjustment reports submitted and reviewed by the Department of Budget and Financial Management.

**Motion:** Commissioner Kline

**Seconded:** Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

## **HUMAN RESOURCES**

Present: Janet Kovick and Susan Lynn

### **Discussion:**

#### **1. Revised COVID-19 Travel Memo**

The CDC has updated their guidance on their required 14 day quarantine period when returning from all international travel by removing the 14 days and recommending the normal social distancing guidance. The rest of the language in the memo remains the same.

The CDC is also recommending travel to any Level 3 areas to be careful but Director Kovick didn't specifically address this in the memo, but there is a portion in the memo that recommends employees check the CDC website before traveling inside or outside the United States.

Commissioner Clyde noted Director Kovick doesn't have to provide the Board with every minor update as the current structure in place has a fair amount of flexibility and should suffice. Commissioner Christian-Bennett noted this revision was necessary because it removed the 14 days quarantine period..

The Board agreed Director Kovick should send out the Travel memo to the Commissioners' Department Heads, no Journal Entry necessary.

#### **2. DRAFT Remote Learning and Childcare**

Commissioner Clyde noted the document is simplified and considers the different needs of families and remote learning versus in school learning and it should be implemented quickly because schools are back in.

The Board approved the draft and asked Director Kovick to send it to the Commissioners' Directors as a draft and she will bring the resolution back next week for Board approval after the Prosecutor's Office has reviewed and approved.

**JOURNAL ENTRY:** The Board of Commissioners accepts the resignation of Megan Pryor-Hazlett, Program Manager – Group Home, effective October 3, 2020.

**Motion:** Commissioner Kline

**Seconded:** Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

**JOURNAL ENTRY:** The Board of Commissioners agree to authorize the two-week external posting of the full time Program Manager – Group Home, replacing Megan Pryor-Hazlett for Portage County Job & Family Services.

**Motion:** Commissioner Kline

**Seconded:** Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

#### **HUMAN RESOURCES & WILLIS TOWERS WATSON**

Present: Janet Kovick, Susan Lynn, Todd Bragg, Gene Roberts; Doug Brown and Lauren Marshall, Willis Towers Watson

#### **Discussion:**

##### **1. 2021 Health Benefits**

Mr. Brown met with the Board to discuss Health Benefit strategies for 2021, which include the following:

- Review of the 2020 specific stop loss decision
- Experience snapstop and forecast
- Plan design summary, benchmarking and plan change options
- Snapshot of COVID Claim Activity
- Service team
- Brokerage terms, conditions and disclosures
- Health plan supplemental health insurance data

After hearing the discussion, Director Bragg recommends the increase to \$225,000 for the stop loss coverage, which will not affect the members, only the County's financing.

The Health Benefit increase of 4% would be the envy of a lot of other organizations. The County's employees follow the advice provided by Human Resources on how to save by utilizing the different programs allotted to employees to minimize costs.

Director Bragg recommends proceeding into next year without changing the premiums because the fund is healthy enough and the forecasts are conservative enough that even if the

worst case scenario happened, the County would still be okay. In the long run with stop loss, if the County falls behind in the rates, it will need a more robust fund balance, but we are still exceeding any estimate for the stop loss. The County is in very good shape. Ms. Lynn agrees with Director Bragg on the stop loss and would rather pay the claims and premiums versus insurance.

Commissioner Christian-Bennett believes the employees appreciate it and realize what a good plan we have.

The Board agreed to wait on any decisions until it has time to review the information presented.

### **UNITED WAY**

Present: Janet Kovick and Jenna Morgan, Human Resources; Bill Childers, David Dix, Julia Colecchi

### **Discussion:**

#### **1. 2020 Campaign**

Mr. Dix explained United Way is beginning their campaign and they realize it's going to be a challenging year for them.

Mr. Dix also asked if United Way can be of help to Portage County, as they've had a lot of success raising money for COVID-19.

Mr. Childers appreciates the County's participation in their campaign and last year they raised \$798,000. There has been some COVID-19 emergency response funding available about \$33,000 of the \$60,000 raised still available for non profit organizations and school districts to apply.

Mr. Childers is still available to provide coffee for the Veterans Day event, if it moves forward.

The United Way never closed during the pandemic as they were deemed essential in the Governor's initial closing order in March. They've been helping a lot of the food pantries stay open by funding them and making sure people have access to food, which has been the most important issue, along with housing.

Mr. Childers would like to know what United Way to do differently to increase the donation levels. Commissioner Clyde thanked both Mr. Childers and Mr. Dix for the work they've done in the community, especially during a global pandemic. The Board is looking at ways to be strategic with CARES funding to assist in those areas, as well.

Commissioner Clyde asked as far as participation of County employees, what efforts have been done in the past for employees to boost participation and Director Kovick indicated no

incentives were done last year, but there were incentives in 2018. Ms. Morgan noted about 20 more employees participated when an incentive was present. Commissioner Clyde noted it may be something the Board could discuss bringing back. Commissioner Christian-Bennett explained a lot of Elected Officials gave gift cards to encourage additional participation. David Dix mentioned the Record Courier used to have a quick campaign with a pizza party for each department who participated and for those who gave more, they were eligible for a drawing for prizes, but they were in the private sector, not public.

Mr. Childers mentioned incentives are important, but during this time, everyone is at home, so communication to employees may be a bit harder.

The United Way Board has reviewed their community impact awards for the current fiscal year beginning July 1<sup>st</sup> and they have reduced everything by 25%, so any way they can encourage participation and get more resources in, that will help them do more for people within the community.

Mr. Childers chairs the Local Emergency Food and Shelter Board and they've received \$230,000 through the EFSB national United Way program and they are working on receiving the funding within the next two weeks.

The Board will work with Human Resources to come up with ideas for incentives and employees to come together during a time like this.

Mr. Childers noted Ms. Collechi has organized their Unite At The Drive-In on Thursday, September 24<sup>th</sup> and he will send an invitation to the Board. The cost is \$10.00 per car

Mr. Dix noted if United Way can help, they will.

### **MISCELLANEOUS ITEMS**

The Board of Commissioners approves the September 3, 2020 regular meeting minutes.

**Motion: Commissioner Kline**

**Seconded: Commissioner Christian-Bennett**

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

### **Commissioners**

### **Resolutions**

1. The Portage County Board of Commissioners declares Racism a Public Health Crisis./20-0562 (**NOTE:** Commissioner Christian-Bennett abstained from the vote because it's not her role as Commissioner to declare a public health crisis and the

resolution exceeds the scope and authority given to the Board of Commissioners under the Ohio Revised Code.)

Commissioner Clyde pointed out that the resolution in the packet is not the updated version as the reference to the obesity data was not available, so the information was removed.

Commissioner Clyde would like to point out this resolution falls within the footsteps of what others have adopted (Franklin, Cuyahoga, Summit, City of Kent, City of Kent Health Department, Portage County Mental Health & Recovery Board), and the Portage County Health Department has been looking at the issue and their community health needs assessment from 2019 included a lot of good data.

Commissioner Clyde called the Board's attention to several statements in the resolution such as:

- Ohio's Black residents have lower life expectancies than white residents; are far more likely than other races to die prematurely (before the age of 75) and to die of heart disease or stroke; are more likely to have adult diabetes, and mortality and lower birth weights;<sup>1</sup> and
- Portage County's Black residents experience dramatically higher unemployment rates (Overall unemployment: 6.3%, Black unemployment: 11.7%), face a higher poverty rate as a community (Overall rate: 13.11%, Black rate: 28.0%), and have lower home ownership rates (Overall rate: 69.7%, Black rate: 26.2%); and
- A Black man in Portage County had a 141% greater risk of being diagnosed with prostate cancer than a white male; and
- Black women giving birth are 48% more likely to receive inadequate prenatal care than white women; Black women in Portage County are 193% more likely to give birth to a low birth weight baby that impacts infant mortality rates, which are greater for women of color and babies of color.

Commissioner Clyde pointed out the Resolved clauses, it's not just words and no action, the Board has steps it can take such as:

- Asserting racism as a public health crisis and an issue the Board is serious about.
- Talking about promoting equity through the Board of Commissioners and the policies it adopts
- Looking to further solidify the alliances and partnerships with organizations that are working to address public health issues in the County and disparities.
- Staff training on racial equity issues with the goal of reaching all BOC agency leadership and staff.
- Leadership continuing to identify specific activities to further enhance diversity and to ensure anti-racism principles across Board of Commissioners leadership, staffing and contracting.



It was moved by Vicki A. Kline, seconded by Kathleen Clyde that the following Resolution be adopted:

**WHEREAS**, the Portage County Board of Commissioners seeks to promote racial equity, inclusion and diversity in all aspects of county government; and

**WHEREAS**, racism is a root cause of poverty and constricted economic mobility; and

**WHEREAS**, race is a social construct with no biological basis<sup>2</sup>; and

**WHEREAS**, racism is a social system with multiple dimensions: individual racism that is internalized or interpersonal; systemic racism that is institutional or structural, and is a system of structuring opportunity and assigning value based on the social interpretation of how one looks<sup>3</sup>; and

**WHEREAS**, racism unfairly disadvantages specific individuals and communities, while unfairly giving advantages to other individuals and communities, and saps the strength of the whole society through the waste of human resources,<sup>4</sup> and Portage County's collective prosperity depends upon the equitable access to opportunity for every resident regardless of the color of their skin; and

**WHEREAS**, racism causes persistent discrimination and disparate outcomes in many areas of life, including housing, education, employment and criminal justice; and an emerging body of research demonstrates that racism itself is a social determinant of health<sup>5</sup>; and

**WHEREAS**, communities of color, working class residents, and those that suffer from disabilities, are more likely to experience poor health outcomes as a consequence of their social determinants of health — health inequities stemming

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<sup>2</sup>African1 García JJ, Sharif MZ. Black Lives Matter: A Commentary on Race and Racism. AmJ Public Health. 2015; 105: e27–e30. doi:10.2105/AJPH.2015.302706)

<sup>3</sup>Jones CP. Confronting Institutionalized Racism. Phylon. 2002; 50(1/2):7–22.

<sup>4</sup>American Public Health Association. Racism and Health. Available at: <https://www.apha.org/topics-and-issues/health-equity/racism-and-health>. Accessed May 2, 2020.

<sup>5</sup>Flynn, A., Holmberg, S., Warren, D., and Wong, F. REWRITE the Racial Rules: Building an Inclusive American Economy. Roosevelt Institute, 2016.

from economic stability, education, physical environment, food and access to health care systems<sup>6</sup>; and

**WHEREAS,** Ohio's Black residents have lower life expectancies than white residents; are far more likely than other races to die prematurely (before the age of 75) and to die of heart disease or stroke; are more likely to have adult diabetes, and have long-term complications from diabetes; have higher levels of infant mortality and lower birth weights;<sup>7</sup> and

**WHEREAS,** Portage County's Black residents experience dramatically higher unemployment rates (Overall unemployment: 6.3%, Black unemployment: 11.7%), face a higher poverty rate as a community (Overall rate: 13.11%, Black rate: 28.0%)<sup>8</sup>, and have lower home ownership rates (Overall rate: 69.7%, Black rate: 26.2%);<sup>9</sup> and

**WHEREAS,** a Black man in Portage County had a 141% greater risk of being diagnosed with prostate cancer than a white male; and

**WHEREAS,** Black women giving birth are 48% more likely to receive inadequate prenatal care than white women; Black women in Portage County are 193% more likely to give birth to a low birth weight than white women; and

**WHEREAS,** a non-white infant was 148% more likely to die before their first birthday than a white infant;<sup>10</sup> and

**WHEREAS,** a contemporary example of such disparity is highlighted by the coronavirus data in Ohio that suggest African Americans are both contracting and dying at a disproportionately higher rate from the disease<sup>11</sup>; and

**WHEREAS,** more than 100 studies have linked racism to worse health outcomes<sup>12</sup>; and

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<sup>6</sup> <https://www.policymattersohio.org/research-policy/sustainable-communities/health-health-equity/building-a-healthy-ohio>

<sup>7</sup> Health Policy Institute of Ohio, 2017 Health Value Dashboard (Health equity profiles).

<sup>8</sup> <https://worldpopulationreview.com/us-counties/oh/portage-county-population>

<sup>9</sup> [https://public.tableau.com/profile/empty12345678#!/vizhome/Figure1\\_19/Story1](https://public.tableau.com/profile/empty12345678#!/vizhome/Figure1_19/Story1)

<sup>10</sup> 2019 Portage County Community Health Needs Assessment,

<sup>11</sup> <https://www.apmresearchlab.org/covid/deaths-by-race> & <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/dashboards>

<sup>12</sup> Institute of Medicine. Unequal Treatment. <https://www.nap.edu/read/10260/chapter/2#7>. May 2, 2020. American Public Health Association. Racism and Health. Available at: <https://www.apha.org/topics-andissues/health-equity/racism-and-health>. Accessed May 2, 2020.

**WHEREAS,** the definition of a public health crisis is such that the problem must affect large numbers of people, it must threaten health over the long-term, and it must require the adoption of large scale solutions;<sup>13</sup> and

**WHEREAS,** the Portage County Board of Commissioners stands with the residents of Portage County and our partners at the Mental Health and Recovery Board of Portage County and the City of Kent Health Department in their declarations of racism as a public health crisis both passed by declarations on June 9, 2020 as well as the Kent City Council's Health Equity in all Policies resolution passed on August 19, 2020; now therefore it

**RESOLVED,** by the Board of Commissioners, Portage County, Ohio:

1. Assert that racism is a public health crisis affecting our entire county.
2. Work to progress as an equity and justice-oriented organization, with the Board of Commissioners and its staff leadership continuing to identify specific activities to further enhance diversity and to ensure anti-racism principles across Board of Commissioners leadership, staffing and contracting.
3. Promote equity through all policies approved by the Board of Commissioners and enhance educational efforts aimed at understanding, addressing and dismantling racism and how it affects the delivery of human and social services, economic development and public safety.
4. Continue to advocate locally and through the County Commissioners Association of Ohio, and the National Association of Counties for relevant policies that improve health in communities of color, and supports local, state, regional, and federal initiatives that advance efforts to dismantle systemic racism.
5. Further work to solidify alliances and partnerships with other organizations that are confronting racism and encourage other local, state, regional and national entities to recognize racism as a public health crisis.
6. Support community efforts to amplify issues of racism and engage actively and authentically with communities of color wherever they live.

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<sup>13</sup> Galea, Sandro. Crying "Crisis". Dean's Note. Boston University School of Public Health. <https://www.bu.edu.sph/2017/04/23/crying-crisis/>.

7. To always promote and support policies that prioritize the health of all people, especially people of color by mitigating exposure to adverse childhood experiences.
8. Implement on-going racial equity training with the goal of reaching all BOC agency leadership and staff.
9. Encourage racial equity training among all community partners, grantees, vendors and contractors.
10. Identify clear goals and objectives, including periodic reports to the Board of Commissioners, to assess progress and capitalize on opportunities to further advance racial equity; and

**RESOLVED**, that the Board of Commissioners supports all additional efforts in Portage County, the State of Ohio, and nationwide to address racism and public health disparities due to racial inequities; and, be it further

**RESOLVED**, that the Portage County Board of Commissioners call upon the Governor, the Speaker of the Ohio House, and the Ohio Senate President to join with us to declare racism as a public health crisis and to enact equity in all policies of the state of Ohio; 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:

Kathleen Clyde, Yea;      Vicki A. Kline, Yea;      Sabrina Christian-Bennett, Abstained;

**JOURNAL ENTRY:** In accordance with Ohio Revised Code Section 325.07, the Board of Commissioners acknowledged receipt of the Monthly Record of Proceedings and Transactions for August 2020, as presented by the Portage County Sheriff's Department.

**Motion:**      **Commissioner Kline**

**Seconded:**      **Commissioner Christian-Bennett**

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

## **Neighborhood Development Services**

**JOURNAL ENTRY:** The Portage County Board of Commissioners hereby releases 1.93 acres from the Windham Daycare project, to be used for the Windgrove Senior Project as presented by Neighborhood Development Services.

**Motion:** Commissioner Kline

**Seconded:** Commissioner Christian-Bennett

All in Favor: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea;  
Commissioner Clyde, Yea;

**Motion Carries**

## **Homeland Security & Emergency Management**

### **Resolution:**

1. The Board of Commissioners agrees to authorize application and accept the FY2020 Emergency Management Performance Grant (EMPG) on behalf of the Portage County Homeland Security & Emergency Management./Resolution No. 20-0560

**RESOLUTION No. 20-0560       -       RE:    AUTHORIZE APPLICATION AND ACCEPT THE FY2020 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) ON BEHALF OF THE PORTAGE COUNTY OFFICE OF HOMELAND SECURITY & EMERGENCY MANAGEMENT [FEDERAL PASS THRU #EMC-2020-EP-00004].**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

**WHEREAS,**                    the Board of Portage County Commissioners considered the grant program funding from the Ohio Emergency Management Agency for FY2020 Emergency Management Performance Grant [EMPG] for the time period of October 1, 2019 through September 30, 2021, in accordance with a Work Plan created with the guidance of the Regional Ohio EMA Representative; now, therefore, be it

**RESOLVED,**                the Board of Portage County Commissioners authorizes the grant application and accepts the FY2020 EMPG [Agreement Number 84610] for the total budgeted amount of \$206,282.06; with a grant award of \$103,141.03 and a 50% local match amount of \$103,141.03 which is provided by the General Fund for the grant period of October 1, 2019 through September 30, 2021; and be it further

- RESOLVED,** that the Board of Commissioners authorizes the President of the Board of Commissioners to sign the grant application and agreement documents; and be it further
- RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, and the Office of Homeland Security & Emergency Management; 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;

Kathleen Clyde, Yea;

Sabrina Christian-Bennett, Yea;

**Law Library**

**Resolution:**

1. The Board of Commissioners accepts the donation to the Portage County Law Library./Resolution No. 20-0561

**RESOLUTION NO. 20-0561**

**RE: ACCEPTANCE OF DONATIONS TO THE  
PORTAGE COUNTY LAW LIBRARY.**

It was moved by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the following resolution be adopted:

- WHEREAS,** the Portage County Law Library received an unsolicited \$ 100 donation from Dianne D. Anderson, in memory of her late mother, Shirley Dubetz, for the purchase of Black's Law Dictionary, 11<sup>th</sup> Edition; now therefore be it
- RESOLVED,** that the Board of Portage County Commissioners does hereby accept the donation on behalf of the Portage County Law Library; 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 §121.22 of the Ohio Revised Code.

Roll call vote as follows:

Kathleen Clyde, Yea;      Vicki A. Kline, Yea;      Sabrina Christian-Bennett, Yea;

**COUNTY ADMINISTRATOR**

Present: Gene Roberts and Department of Budget and Financial Management Director Todd Bragg

**Discussion:**

1. King Kennedy:

Administrator Roberts reported late yesterday, the King Kennedy contractor was able to provide supporting documentation after a meeting with the Portage County Building Department. There's a shortfall of \$124,000 and Director Bragg has provided a unique use of CARES funding with a backdrop that will protect the County if the CARES audit creates a situation where they say the expense is ineligible.

Director Bragg indicated the King Kennedy gym project received Mental Healthcare funding which is needed to aid Portage County residents and if Mental Health is willing to justify that the project needs to proceed now more than ever because of the strain COVID is putting on the community, that opens the door to utilizing CARES funding, but if it's rejected in the final audit, the County would reimburse the funding from the Revolving Loan Funds rather than the General Fund.

The gym project doesn't have funding for the additional \$124,000 for this year and it's being moved up because of the urgency created by COVID.

Administrator Roberts would like Board direction to look at CARES funding and to go through the process that started with the last CDBG funds and to reach out to Family and Community Services to complete the application and go through the process of getting it approved and hold it until they hear back about the CARES funds. The Board needs to be conscious not to overspend the Revolving Loan Funds until the audit has been completed.

Commissioner Christian-Bennett noted funding was set aside for the RESTART for businesses, but it was set up as a loan. When she spoke with Jim Shank from Neighborhood Development Services to see how much funding has been spent, very little if any, had been used because businesses are not in a position to take on more debt.

Commissioner Christian-Bennett also talked to the Director of the Water Department for one local cities, and now that they are lifting moratorium for water and sewer bills, it's a huge issue because a lot of the customers were behind to start with and this has

accumulated more debt for them that they are unable to pay. If the Board can provide funding to assist, it would be a good idea.

The Board agreed to move forward with King Kennedy for CARES and having Neighborhood Development Services and Family and Community Services move forward with the project through their process.

The second piece is the CARES money and Administrator Roberts is looking for agreement that what was outlined for small business grants aid to Portage County schools, Portage County Health Department, Low to Moderate rental and mortgage assistance and food assistance program and a large portion fit neatly into Neighborhood Development Services. Preliminary conversations were for them to reach out to the landowners and that would get us where we need to be. The same concept applies to utility assistance and they are being reviewed.

Commissioner Clyde mentioned it appears that the gymnasium is going to be separate from the building and how is that being perceived within the community to separate the two and County Administrator Roberts explained there's a deduct from the original contract of \$728,000 and \$52,000 was deducted from original price for the physical connection of the building. That deduct in the current amount scheduled for fire suppression is \$60,000, gets us to the total of \$123,000. The \$51,000 would need to be put back in plus \$80,000 to sprinkle the existing building. The total of \$123,000 is a physically separate building with modifications as requested by the Building Department for extra emergency exit doors, etc.

Administrator Roberts mentioned they have started discussion on how to physically connect the two buildings together and that could be built at a later date. If the intent is to look at that, they would need to go back and get additional numbers, but it needs to move quickly. Commissioner Clyde asked how the community feels about separating the buildings and Commissioner Kline explained the community feels strongly about having it connected but it can't stall the process. Commissioner Kline is concerned that it will never be done, but she doesn't want to hold it up over this issue.

Commissioner Christian-Bennett pointed out the cost keeps increasing because the materials have been delivered and have been sitting for over a year. The separation reduced the cost and the fire suppression. The project needs to get done.

Administrator Roberts mentioned two years from now when the next round of CDBG funding becomes available, it could be a project to consider at that time to connect the buildings.

Today, for King Kennedy, Administer Roberts is requesting Family and Community Services submit application to obtain the funding, then issue a purchase order to use the CARES funds. If the CARES audit denies use of the funding, the County would use the CDBG money so it never comes out of Local Government Funds.



The Board agreed to move forward, but Commissioner Clyde noted the City of Kent has taken a budget hit from income tax revenue and she asked that the County work with the Kent City Health Department with the issue of Kent State and COVID and include coordination with the Health Department should be added to the list. Additionally, utility bills will also be added.

Administrator Roberts will move forward.

Motion: by Vicki A. Kline, seconded by Sabrina Christian-Bennett that the Board adjourn the Meeting of **September 10, 2020 at 10:40 AM.**

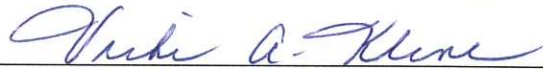
Roll call vote: Commissioner Kline, Yea; Commissioner Christian-Bennett, Yea; Commissioner Clyde, Yea;

**Motion Carries**

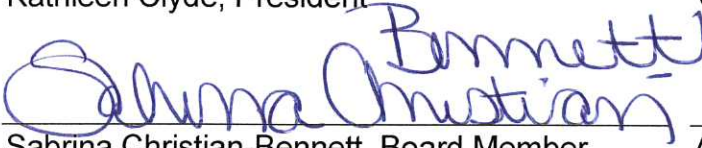
We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting of September 10, 2020.



Kathleen Clyde, President



Vicki A. Kline, Vice President



Sabrina Christian-Bennett, Board Member



Amy Hutchinson, Clerk