

THE DULY ELECTED MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OHIO, MET IN REGULAR SESSION ON APRIL 11, 2019 IN ACCORDANCE WITH OHIO REVISED CODE 305.05, WITH THE FOLLOWING MEMBERS PRESENT: DAVID A. WHITE, PRESIDENT, RONALD L. FEATHERS, VICE PRESIDENT, AND KEVIN J. RITTER, MEMBER. THE MEETING WAS CALLED TO ORDER AT 9:00 A.M. BY THE VICE PRESIDENT OF THE BOARD. MR. WHITE LED THOSE ATTENDING IN THE PLEDGE OF ALLEGIANCE TO OUR FLAG, AND MR. FEATHERS OFFERED PRAYER.

Also attending were:

Flite Freimann, Director, Job and Family Services
Dawn Lucas, Job and Family Services
Jarrod Jenks, Job and Family Services
Judge Timothy Williams, Probate/Juvenile Court
Tim Marty, Buildings & Grounds Superintendent
Denise Hinton, Child Support Enforcement Agency
Kathy Thieman, Director of Human Resources
Mandy Amos, Board of Elections
Chris Wilson, Building Department
Jeff Knowlton, Warren Township Trustee
Gary Doan, Muskingum Township Trustee
Karen Doan
Jamie Vuksic, Children Services
Alice Stewart, Children Services
Yvonne Garvey, Children Services
Beth Palmer, Children Services
Lisa Ball, Children Services
Barbara Garverick
Jim Vuksic
Rick Peoples, Clerk

**Washington County Commissioners
AGENDA
9:00 a.m., April 11, 2019**

9:00 Business Meeting
9:30 Flite Freimann, JFS – Merger Update
10:00 Ray Smith and John Cornely, Ohio Public Defenders Office – Annual Contract
10:30 Greta Lynch, OSU Extension – SNAP Ed Program Update

UNFINISHED BUSINESS

None

NEW BUSINESS

Approve Agenda
Approval of previous meeting's minutes
Bills from various departments
Additional Appropriation – Job and Family Services
Transfer – Sewer
Transfer – Engineer
Transfer - Veterans
Then & Now's
Travel – Job and Family Services (2)
Travel – Children Services
Travel – Sewer
Travel – County Home (2)
Travel - Commissioners
IV-D Contract between CSEA and Juvenile Court
Contract with Jade Thompson for Interpreter Services, Family & Children First
Revised Cost Allocation Plan, Job and Family Services
Memo to Rebecca Safko, Ohio Valley Employment Resources
Certification of Delinquent Sewer Accounts
Consideration of County Department Relocations

DATES TO REMEMBER

Finance Committee, 10:00 a.m., **Tuesday**, April 16, in Annex Conference Room A
County Employee Wellness & Benefits Fair, 10:30 a.m. – 1:30 p.m., **Monday**,
April 22, at Juvenile Center

RE: APPROVAL OF AGENDA

Mr. Feathers moved and Mr. Ritter seconded a motion to approve the agenda.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: APPROVAL OF MINUTES

Mr. Ritter moved and Mr. Feathers seconded a motion to dispense with the reading and approve the minutes of the April 4, 2019 Regular Meeting.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: BILLS FOR PAYMENT

Mr. Feathers moved and Mr. Ritter seconded a motion to approve the list of bills from various departments for payment, as prepared by the County Auditor.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: ADDITIONAL APPROPRIATION

Mr. Ritter moved and Mr. Feathers seconded a motion to approve request for the following additional appropriation:

<u>Department</u>	<u>Account</u>	<u>Amount</u>
Job and Family Services	200-0720-52000	\$ 20,000.00

Flite Freimann, Executive Director of Washington County Department of Job and Family Services (JFS), said this additional appropriation of funds into the JFS travel account will allow for travel expenses of Children Services staff to be paid by JFS. He said this is an appropriate integration of administration between the two agencies.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: TRANSFERS

Mr. Feathers moved and Mr. Ritter seconded a motion to approve the following requests for transfer of funds:

<u>Department</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
Sewer	400-0113-53401	400-0113-53500	\$ 874.00
	400-0113-53000	400-0113-53500	\$ 126.00
MVGT	200-0540-55501	200-0540-57200	\$ 21,273.68
Co. Gen., Veterans	100-0700-57400	100-0700-53401	\$ 17.00

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: THEN & NOW'S

Mr. Ritter moved and Mr. Feathers seconded a motion to approve the following Then & Now's:

Dept	Account	Vendor	Amount
Commissioners	400-0113-53000	Bricker & Eckler	\$ 6,128.00
Commissioners	300-0599-55200	Morrison, Inc.	\$ 11,876.10
Sheriff	100-0384-53010	David W. Stanton	\$ 3,432.54
Commissioners	100-0100-53000	GovDeals	\$ 296.25
Veterans	100-0700-57407	McClure-Schafer	\$ 1,000.00
Commissioners	100-0101-53400	James A. Anzelmo	\$ 990.00
Commissioners	100-0109-53000	Crooked Tree	\$ 532.52
Commissioners	400-0113-57400	Cass Information	\$ 3,268.50
Commissioners	100-0602-53000	OH Dept. of Health	\$ 6,003.36
Auditor	200-0106-57400	Wash. Co. Treas.	\$ 750.00
Auditor	100-0120-53000	Marty's Print Shop	\$ 275.00
JFS	200-0720-59001	Wash. State	\$ 657.00
JFS	200-0721-57401	Micro Machine	\$ 3,108.72

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: TRAVEL REQUESTS

Mr. Ritter moved and Mr. Feathers seconded a motion to approve the following requests for reimbursement of expenses for training and travel pursuant to the policies and procedures and in compliance with the Annual Appropriations for Fiscal Year 2019 and any and all amendments subsequent thereto:

JFS

Flite Freimann, Dawn Lucas, Chris Buchanan, Judy Rutherford, Deanna Green, Michelle Brown: three-day trip to Columbus to attend OJFSDA Annual Training Conference; May 8-10, 2019.

Autumn Green, Stephanie Canfield, Julia Brown, Brandt Thieman, Amy Heiss, Jessica Hill, Mary McFee, Andrea Perine, Amanda Sutphin, Julie Glover, Peggy McElfresh: Two-day trip to Columbus to attend OJFSDA Annual Training Conference; May 9-10, 2019.

Children Services

Trips as follows for training:

Chad Ridgeway

4/18/19	Athens
5/08-10/19	Athens
5/22/19	Athens
5/23/19	Cambridge

Chad Ridgeway and Celeste Prince

6/07/19	Athens
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Celeste Prince

4/17-19/19	Columbus
5/01-03/19	Cambridge
6/03-04/19	Cambridge

Yvonne Garvey and Lisa Ball

4/24/19	Athens
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Will Marsee

5/03/19	Athens
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Tracy Waite

6/14/19	Athens
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Sewer

Shawn Dalrymple: One-day trip to Logan to attend RCAP Field Day; April 25, 2019.

County Home

Diana Hall: One-day trip to Vienna, WV, to pick up supplies; April 9, 2019 (retroactive).

Natasha Streight: One-day trip to Vienna, WV, to accompany residents to mall; March 29, 2019 (retroactive).

Susie Arbaugh: One-day trips to Parkersburg to accompany residents to doctor appointments; April 11, April 29, and April 30, 2019.

Commissioners

David White: One-day trip to New Philadelphia to attend Southeast Ohio CCAO/CEAO meeting; May 10, 2019.

President White asked Mr. Freimann if the travel by Children Services and JFS staff to nearby locations requires overnight stays. Mr. Freimann said his staff are very diligent about their travel expenses, staying overnight only if necessary and cost-efficient.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: IV-D CONTRACT BETWEEN CSEA AND JUVENILE COURT

Mr. Feathers moved and Mr. Ritter seconded a motion to approve a IV-D Contract between Washington County Child Support Enforcement Agency (CSEA) and Washington County Court of Common Pleas, Juvenile Division, for the total amount of \$47,163.48, unit rate of \$152.21, as requested by Kim Hinkle, Washington County Child Support Enforcement Agency.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: CONTRACT FOR INTERPRETER SERVICES

Mr. Ritter moved and Mr. Feathers seconded a motion to approve a contract with Jade Thompson for interpreter services, at the hourly rate of \$25.00, not to exceed \$250.00, during the period April 15, 2019 through June 30, 2019, as prepared and requested by Cindy Davis, Washington County Family & Children First Council.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: REVISED COST ALLOCATION PLAN

Mr. Ritter moved and Mr. Feathers seconded a motion to approve a revised payment plan by Washington County Department of Job and Family Services, for the year 2019, in accordance with a revised Cost Allocation Plan prepared by De Novo Consulting Services, allowing for a total of \$82,022.00 to be reimbursed to the County General Fund, as requested by Flite Freimann and Dawn Lucas, Washington County Department of Job and Family Services.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: MEMO TO REBECCA SAFKO, OHIO VALLEY EMPLOYMENT RESOURCES

Mr. Ritter moved and Mr. Feathers seconded a motion to approve the following memo:

*To: Rebecca Safko, Ohio Valley Employment Resources
From: Washington County Commissioners
Date: April 11, 2019*

Re: APPLICATION FOR DISASTER RECOVERY GRANT

Please be advised we are interested in applying for Disaster National Dislocated Worker Grant funds through the Ohio Department of Job and Family Services. We understand our Area 15 is eligible to apply and participate in the program.

We hereby designate Washington-Morgan Community Action Program to operate the program for Washington County. We have discussed this with David Brightbill, Executive Director.

Attached is information needed for initial inclusion in the application for grant funds.

/s/ WASHINGTON COUNTY COMMISSIONERS

Copy to: David Brightbill

President White said the Commissioners have been invited to apply, with other Area 15 counties, for Disaster National Dislocated Worker Grant funds through the Ohio Department of Job and Family Services. He said he talked with David Brightbill at Washington-Morgan Community Action Program, who agreed to operate the program for the County. Mr. White said there is quick turnaround on this, as materials must be forwarded to Ms. Safko by April 17.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: CERTIFICATION OF DELINQUENT SEWER ACCOUNTS

Mr. Feathers moved and Mr. Ritter seconded a motion to approve certification of the following delinquent sewer accounts to County Auditor Matthew Livengood, requesting him to place amounts on property tax bills:

Nathan Arnold
Timothy Vaughn
Martin Santini

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

RE: RELOCATION OF OFFICES

Mr. Feathers moved and Mr. Ritter seconded a motion to approve, in concept, the proposed phase-in move of Washington County Department of Job and Family Services (JFS) to 204 Davis Avenue.

Flite Freimann, Executive Director of Washington County Department of Job and Family Services, described the phasing of this move. He explained:

- JFS Social Services will exchange office locations with the Commissioners.
- Renovate space at 204 Davis Avenue for JFS Public Assistance.
- Accommodate all of direct services at 204 Davis Avenue by the end of 2019, on first floor.
- Move other County offices/departments to Gilman Avenue.
- Move Board of Elections to 202 Davis Avenue, after renovation.
- Move Ohio Means Jobs and other departments from JFS to 204 Davis Avenue.

Mr. Freimann said this phase plan allows for continuity of services throughout relocation of departments. He said the Commissioners have discussed with several other departments, including the Health Department, Behavioral Health, Family & Children First and OSU Extension, the possibility of them moving to Gilman Avenue. President White said the Commissioners haven't yet determined which offices will be asked to relocate to Gilman Avenue.

RE: COMMENTS FROM VISITORS

Mandy Amos from the Board of Elections reported voting for Belpre candidates has begun.

Building Official Chris Wilson said the new customer portal in the Building Department is receiving good response and reviews. He said 15 to 20 contractors have logged in to the system. Mr. Wilson said his plan is to allow for full submission of drawings and documents by the end of 2019 or early in 2020.

Warren Township Trustee Jeff Knowlton noted there are several landslips in his township, and there are insufficient funds available. He said the Township's planned \$300,000 purchase of a truck and trailer will be by issuance of bonds, rather than paid by cash, to preserve needed funds for emergency landslip repairs. Mr. Knowlton said landslip repairs funded by FEMA need to be paid for by the Township, and then reimbursed by FEMA.

RE: MERGER UPDATE

Flite Freimann, Executive Director of Washington County Department of Job and Family Services, reported there are now 74 children in the custody of Children Services. He said Children Services now has a cash balance of \$361,137, and has received approximately \$500,000 in levy funds which will only be used for placement costs.

Mr. Freimann provided to the Commissioners, and explained in detail, the first quarterly report in 2019 for Children Services (report on file in the Commissioners' Office).

Mr. Freimann noted the primary functions of Children Services as follows:

- Helping Families
- Protecting Children
- Finding Safe and Loving Families

Comparing numbers of children in custody per 1,000, Mr. Freimann said Washington County's average is 10.8, while the state average is 8.8. He said it should be noted that about 99% of the children in Washington County are in safe, loving homes.

Mr. Freimann said average placement costs for Washington County are \$12,636 per child, and the average for southeast Ohio is \$12,126. He said Washington County is doing a good job of determining when a child can stay at home, and when a child needs to be removed from the home. He noted the goal is to remove children from unsafe environments. Mr. Freimann described the services provided by the Agency, including:

Safety Assessment
Ongoing Home Visits
Parent Education
Referrals

He noted during the quarter there were 396 intakes, resulting in 68 investigations and 26 families in need of services. Mr. Freimann also reported on the number of children served (75), the number of children placed outside the home (61), the number of children in traditional foster care (17), the number of children in therapeutic foster care (10), the number of children in kinship care (24), and the number of children in residential treatment facilities (10). He said there were 232 visits scheduled, and there were 157 visits attended.

Mr. Freimann noted the number of children who left foster care was 16, with 5 of them going to a relative, 1 of them going to a removal parent, 2 to a non-removal parent, and 8 to permanent custody. He said 29 children are in the permanent custody of Children Services and 7 adoptions were finalized.

Mr. Freimann broke down for the Commissioners the Agency costs during the quarter and for each month of the quarter, with placement costs being about 61% of total costs. Personnel costs were approximately 34%, and costs of operation were the remaining 5%.

Mr. Freimann noted revenues during the quarter were:

55% from General Revenue Fund
24% from Quarter Closeout
9% from Title IV-E
9% from State Child
3% from Other Sources

Mr. Freimann said Children Services is at this time fiscally sound, but that is subject to change depending on circumstances and events beyond his control. He said the Agency's goal is to

unify families, to expand services, and to recruit foster families. He said he intends to reach out to faith-based organizations to seek out new foster families.

RE: ANNUAL CONTRACT RENEWAL, PUBLIC DEFENDERS OFFICE

John Cornely and Ray Smith from the Office of the Ohio Public Defenders provided to the Commissioners a contract for the year beginning July 1, 2019.

Mr. Cornely said he was pleased to inform the Commissioners the contract requires a 30% sharing of costs by Washington County, down from 58% this year. He said the upcoming state budget provides \$60,000,000 more for indigent defense costs, and he predicts 100% payment by the State in future years.

Mr. Cornely said although the contract calls for a 15.1% increase in total budget, due to the increase in reimbursement rate from the State the County's costs is reduced to \$270,812, an approximate 59.5% reduction from current year.

Mr. Cornely noted costs of health insurance for his staff are increasing, and there is need for an additional attorney contractor. He said there is also a merit pay increase for staff included in the contract.

Mr. Feathers moved and Mr. Ritter seconded a motion to approve a contract with the Office of the Ohio Public Defender for the amount of \$270,812.00, for the period July 1, 2019 through June 30, 2020, to provide appropriate legal services to indigent clients in Washington County.

A calling of the roll resulted in the following vote: David White aye, Ron Feathers aye, Kevin Ritter aye. Motion passed.

Commissioner Feathers thanked Mr. Smith for the fine service he and his staff are providing to Washington County.

RE: SNAP-ED UPDATE, OSU EXTENSION OFFICE

Greta Lynch, SNAP-ED Program Assistant with the OSU Extension Office, update the Commissioners on programs and initiatives.

Ms. Lynch said her department will soon return to being fully staffed, once a current vacancy is filled. She said she is pleased to report the addition of additional sites in Washington County where her department offers programs, including Phillips Elementary School, Belpre Head Start, Lowell Elementary School, the drug court and parole court. She noted Washington Elementary School is returning to the program and the Ely Chapman Center is renewing.

Ms. Lynch provided to the Commissioners a flyer hi-lighting programs and success stories. She said she is trying to reach more adults with her programs, noting she is required to provide programs in "series" rather than "one-time".

The Commissioners thanked Ms. Lynch for the information and the services she provides.

RE: ADJOURNMENT

Mr. Ritter moved and Mr. Feathers seconded a motion to adjourn. A calling of the roll resulted in a unanimous vote in favor. The meeting adjourned at 10:42 a.m.

_____, President

_____, Vice President

_____, Member

_____, Clerk