

Sandusky County Commissioners – 6225 Croghan Street, Fremont, OH 43420

MEETING 2019

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 9/24/19

Time: 8:00AM – 1:50PM

Present: Commissioners: Scott Miller, President; Russ Zimmerman, V-President; Kay E Reiter

Present: Theresa Garcia; County Administrator

Others Present: Kelly Askins, Craig Shoup, Tom Fullen, Cathy Glassford, Phil Collison, Jerri Miller, Jill Neuman, Karen Holman, Jan Day, Joe Weininger

(*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 9/19/19 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller, Russ Zimmerman, Kay E Reiter		*Motion: Move to Approve minutes Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
Review of External board / Meetings Attended by Commissioners	Commissioner Zimmerman, Administrator Garcia and Ron Hiser, Facility Management Director, met with Poggemeyer Design on the Better Building Project. The Project was broke into three bid groups. Commissioner Zimmerman reviewed the packets with Commissioners Miller and Reiter. One of the comments Ron made was if the roof on the Commissioners building as replaced and sealed it may solve the rest of the water issues in the building. The Commissioners all thought we should wait prior to spending the money on the masonry work. Commissioner Zimmerman also discussed the change in office space and the break room area at County Service Center Building. There was also a discussion on the Sandusky County Convention & Visitors Bureau future office re-location and how it could be combined with this project. Commissioner Reiter had agreed to discuss this option with Director Courtney to get her input.	Russ Zimmerman		
	Commissioner Zimmerman attended a Public Health Department meeting last Friday for Commissioner Miller.	Russ Zimmerman		

	<p>They talked about the levy campaign. Martha Bowen was talking about the rate increases for permits the Public Health Department is responsible for. In the new fee structure the State of Ohio will not allow you to set the schedule to cover your current costs, it is for future costs. Commissioner Zimmerman thought they should be lobbying the State to change this procedure to allow the fees to cover current costs. Commissioner Reiter asked if they discussed a plan B if the levy does not pass. There was no discussion at this meeting of a plan B.</p> <p>***Commissioner Zimmerman mentioned Marsha Overmyer has been with the Public Health Department for 45 years.</p>			
	<p>Commissioner Reiter and Zimmerman attended the Family Services Planning Committee (formerly the Welfare Advisory Committee) meeting on Monday. There was great information shared by the different departments and their outcome measurements. Commissioner Reiter talked about her request for a data comparison chart for the last 5 years on the PEAK program and clients served. It should be provided at the next scheduled meeting with Melanie Allen.</p>	<p>Kay E Reiter Russ Zimmerman</p>		
	<p>Commissioner Miller attended the regular Rotary Luncheon meeting on Monday. Dr. Arevalo Iracema spoke about the support from the community of Sandusky County for her efforts on her medical project in Peru. She named several local corporations who have donated to her project.</p>	<p>Scott Miller</p>		
	<p>The Budget Commission Board (Board members: Jerri Miller, Tim Braun, Kimberly Foreman) met on Monday morning for a special hearing to address the Board of DD levy carry-over. The Board did make a decision not to roll any of their current levies back. The Board did not feel there was enough information on how the recent permanent improvement changes at the State level for the Board of DD's to make any changes. The Budget Commission Board will keep an eye their funds in the future to see if any other changes should be considered.</p>	<p>Scott Miller, Russ Zimmerman, Kay E Reiter</p>		
Commissioners and Administrators Discussion	<p>Commissioner Miller made a trip to Washington DC. It was a great trip and he was part of a group that welcomed the Prime Minister of Australia and his wife.</p>	<p>Scott Miller</p>		
	<p>The Commissioners and Administrator Garcia all attended a luncheon in Port Clinton hosted by local officials with First Energy – at this luncheon they did provide an update referendum of HB 6. They did state</p>	<p>Scott Miller, Russ Zimmerman, Kay E Reiter Theresa Garcia</p>		

	There is still some work to be done to assure the bill continues to move forward as approved. First Energy also shared that they are continuing to moving forward necessary improvements at Davis Besse Plant.			
* Then /Now Documents	None presented			
* Personnel	None			
* Travel Requests	None			
Dog Kennel (8:30am)	Kelly Askins – Dog Kennel. Kelly came in for her regular meeting with the Commissioners. See attachment A for agenda items. One of her staff completed humane agent training and her documents went to Judge Smith to swear her in. Kelly talked about the ride alongs scheduled with the Sheriff's Office. She has scheduled all her deputies with a Sheriff Deputy to have them experience some of the law enforcement end of their jobs. Kelly reviewed Humane Agent cases she has worked on. Kelly has placed animals in several new homes until they can be returned to their owners. She is traveling to these locations bi-weekly to check on the animals. Kelly was asking about boarding them in her barns. The Commissioners asked her to check on any conflict on doing this before making any changes.	Kelly Askins – Dog Warden		
EMA (9:00am)	Lisa Kuelling – EMA. Lisa was unable to attend her meeting and will reschedule at a later date.	Lisa Kuelling – EMA Director		
* Resolutions (10:00am)	2019 - 308 APPROVING APPROPRIATION TRANSFER FOR JJC FROM SUPPLIES TO CONTRACT SERVICES (\$16,000.00)	JJC	\$16,000.00	*Motion: Move to Approve resolutions Moved by: Kay E Reiter 2nd: Scott Miller Yes - 3
	2019 - 309 APPROVING APPROPRIATION TRANSFER FOR SHERIFF K-9 FUND FROM CONTRACT SERVICES (\$1,500.00) TO SUPPLIES	Sheriff	\$1,500.00	*Motion: Move to Approve resolutions Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
	2019 - 310 IN THE MATTER OF RESCINDING RESOLUTION 2019 - 306 APPROVING FUND TRANSFER FOR PLACEMENT COSTS AND SUPPLEMENTAL APPROPRIATION TO CHILD WELFARE	DJFS		*Motion: Move to Approve resolutions Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 311 APPROVING FUND TRANSFERS FOR SEPTEMBER MANDATED PLACEMENT COSTS (\$16,064.50) AND AUGUST CHILD PLACEMENT COSTS (\$80,957.22)	DJFS	\$16,064.50 \$80,957.22 \$78,000.00	*Motion: Move to Approve resolutions Moved by: Russ Zimmerman

	AND SUPPLEMENTAL APPROPRIATION TO CHILD WELFARE (\$78,000.00)			2nd: Scott Miller Yes - 3
	2019 - 312 IN THE MATTER OF RESCINDING RESOLUTION 2019 - 307 APPROVING FUND TRANSFER TO VARIOUS OFFICES	Commissioners		*Motion: Move to Approve resolutions Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 313 APPROVING FUND TRANSFER FROM BCMH (\$15,000.00) TO PUBLIC DEFENDER FOR INVOICE PAYMENTS	BCMh / Public Defender	\$15,000.00	*Motion: Move to Approve resolutions Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
	2019 - 314 APPROVING AMENDED SANDUSKY COUNTY PREVENTION, RETENTION, CONTINGENCY (PRC) PLAN FOR DEPARTMENT OF JOB AND FAMILY SERVICES	DJFS		*Motion: Move to Approve resolutions Moved by: Russ Zimmerman 2nd: Kay E Reiter Yes - 3
Family Children First (10:30am)	<u>Cathy Glassford – Family Children First Council.</u> Cathy came in for her regular meeting with the Commissioners. She was happy to hear of the Budget Commission decision for Board of DD. Cathy talked about the positive items in the State Budget. Wraparound will probably receive more money. It may be funding they will have to apply for. Help me Grow also received an increase. Cathy reached out to the State about some possible cuts to other programs and advocated for the stable dollars needed for these programs and was given an increase. The other piece for her budget is a grant the Health Department applied which is a substance abuse grant that would be positive for everyone if approved. Cathy talked about her 2020 budget. She does plan on retiring next year. The executive committee approved a 3% increase for salaries next year. Cathy is working on updating the Wraparound position description to reflect the work and responsibility for this position. They will need to look at the budget as they think about her replacement. The Director position description also needs to be reviewed. The FCFC Audit is wrapping up and there will be a couple of items that have to be corrected. Annual report will be filed soon. She is waiting on a couple reports to complete.	Cathy Glassford - Director		
TASC (11:30am)	<u>Phil Collison – TASC.</u> Phil came in for his regular meeting with the Commissioners. See attachment B for agenda items. The TASC Grant has been approved for	Phil Collison - Administrator		

	<p>next year and Phil is receiving the same amount as last year. He did receive an additional \$10,000.00 from the drug court funding through the Mental Health Board for this year. He received his report back from the Mental Health Board Survey and he has responded with a plan on required reporting. Phil is looking into new software program for his Electronic Health Records. He has talked to five different vendors to get pricing. He is working with IT staff on how the programs will work with our systems. He will need to make a decision within the next month or so. His biggest concern is the data migration portion in to the new program. Commissioner Miller suggested budgeting for maintenance and updates on the systems. The TASC staff attended the International Human Trafficking and Social Justice Conference in Toledo last week and it was very informative. Some of the information and statistics were disturbing.</p>			
Auditor (12:00pm)	<p>Jerri Miller – Auditor. Jerri was in for her monthly scheduled meeting with the Commissioners. Jerri had, Jan Day, Jill Neuman and Karen Holman from her office attend the meeting with her. The sales tax report for September was reviewed. Sales tax is slightly down for the year. Commissioner Reiter mentioned we need to compare the 2019 tax collection with 2017 since 2018 was an unusually high collection year. She continued to say if we compare both of these 2 years we're tracking right on schedule. Commissioner Zimmerman asked about the recent Health Insurance invoice and how it was recently processed - Jerri shared that since the Commissioners approve the Health Insurance at renewal time with a resolution there is no need to approve the monthly invoices as they come in. Jill Neuman walked through the bill payment process for the Commissioners.</p>	Jerri Miller - Auditor		
State Auditor (12:30pm)	<p>The State Auditor Group came in for their Audit Exit Interview.</p> <p>At 12:30pm Commissioner Reiter moved to enter executive session noted in ORC 121.22(D)(2).</p>			<p>* Motion: Move to enter executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes – 3</p>

	At 1:20pm the Commissioners exited executive session.			* Motion: Move to exit executive session Moved by: Kay E Reiter 2nd: Russ Zimmerman Yes - 3
Public Open Session	Citizens Attendees – none Media Attendees – Craig Shoup, News Messenger. Tom Fullen, Eagle 99 Elected Officials – Jerri Miller, Auditor.			
* Adjournment (1:50pm)	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Russ Zimmerman 2nd: Scott Miller Yes - 3

Signature of:



Scott Miller, President

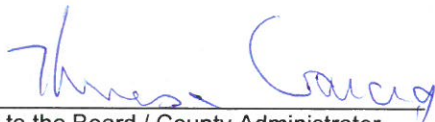


Russ Zimmerman, Vice President



Kay E Reiter

Board of County Commissioners, Sandusky County Ohio

Attest: 
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners, Sandusky County, Ohio, do hereby certify that the foregoing is a true and correct copy from the official record of said Board of County Commissioners as recorded in its Journal.

Clerk, Board of County Commissioners, Sandusky County, Ohio

Attachment A

Requested graphs and charts are attached.

Scheduled/Completed Trainings

Deputy Gibbs recently completed the Humane Agent Training.

Dog Warden Deputies completed MARCS Training with Doug Crowell, Jr. at the Ballville Fire Department on September 4th. This training really helped the deputies to better understand how to use the MARCS Radios.

CAD training with the Sheriff's Office is still a work in progress, although dates have now been released.

Each Dog Warden Deputy is scheduled to ride along with a Sheriff's Deputy within the next couple weeks to help the Dog Warden Deputies see different ways to handle situations, better professionalism, etc.

To Discuss

Humane Agent position

Gearing up Licensing Season

Pushing for much more enforcement

Events

In conjunction with the Sandusky County Parks District, on Saturday, September 7th from 10am to 2pm was the Dog Days at the Beach Fall Roundup. This event went very well, and it's one of our favorites.

Parkview Care Center's 14th Annual Dog Show was on Thursday, September 19th from 6:00pm to 7:30pm. The Dog Warden's Office was a guest judge for the contest. This is the 3rd year being a part of this event.

Veteran's Day is almost upon us and we will have another big push for our Alpha Project this year. This is such a successful program. If known of events that we could push information to, please share.

Questions?

County Commissioner's Meeting

Dog Warden's Office

August 27th, 2019

2019 Dog License Sales

1 Year Dog License	10,527
1 Year Dog License Late	599
1 Year Partial License	43
3 Year Dog License	107
3 Year Dog License Late	13
3 Year Partial License	5
Dangerous Dog License	13
Duplicate License	6
Duplicate Free	0
Kennel License	22
Kennel License Extra	31
Permanent Dog License	17
Service Dog License (Free)	11
Transfer In	5
Total	11,401

Kennel Census

September 2019

Impounded- 42

Redemptions- 18

Adoptions-11

Euthanized-0

Transferred-0

August 2019

Impounded-52

Redemptions- 21

Adoptions- 13

Euthanized- 3

Transferred- 0

Quantity Sold 2019 Licenses

[Filter Refresh Save](#)

Results 1-16 of 16

Filter Criteria. Item: 2019; Status: NonCanceled; Details: Quantity; Grouping: Item

View By: [Order](#) | [Items](#) | [Phones](#) | [Physical Address](#) | [Mailing Address](#) | [Billing Address](#) | [Activity](#) | [Summary](#)

Group	Total
2019 1 Yr Dog License	10527
2019 1 Yr Dog License, Late	599
2019 1 Yr Dog License, Partial	43
2019 1 Yr Dog License, Transfer In	5
2019 3 Yr Dog License	107
2019 3 Yr Dog License, Late	13
2019 3 Yr Dog License, Partial	5
2019 Dangerous License	13
2019 Duplicate License	6
2019 Kennel License	20
2019 Kennel License, Extra	31
2019 Kennel License, Late	2
2019 Permanent Dog License	17
2019 Permanent Dog License, Late	2
2019 Service Dog License	11
All	11401



Sandusky County Dog Warden License Sales

Licenses	2016	2017	2018	2019
1 Year License	10,960	11,049	10,986	10,527
1 Year License- Late	847	562	590	599
1 Year License- Partial	113	78	81	43
3 Year License	57	62	157	107
3 Year License- Late	11	13	20	13
3 Year License- Partial	1	6	8	5
Dangerous Dog License	11	9	14	13
Duplicate License	9	31	30	6
Kennel License	21	22	22	22
Kennel License- Extra	21	127	33	31
Permanent License	4	10	19	17
Permanent License- Late	2	-	1	2
Transfer In	1	1	1	5
Service Dog License			-	11

Sandusky County Dog Warden

Kelly Askins, Chief Dog Warden

A department under the Board of County Commissioners

Charles Schwochow Kay E. Reiter Scott Miller



Impound Statistics Date Filter: 1/1/2019 - 12/31/2019

	Adopted		Transferred		Redeemed		Euthanized		Deceased		Impounded	Live Release Rate
January	10	33.3%	0	0.0%	19	63.3%	1	3.3%	0	0.0%	30	96.7%
February	5	25.0%	0	0.0%	15	75.0%	0	0.0%	0	0.0%	21	100.0%
March	16	47.1%	0	0.0%	17	50.0%	1	2.9%	0	0.0%	34	97.1%
April	20	41.7%	0	0.0%	26	54.2%	2	4.2%	0	0.0%	48	95.8%
May	22	37.9%	0	0.0%	32	55.2%	4	6.9%	0	0.0%	58	93.1%
June	28	53.8%	1	1.9%	23	44.2%	0	0.0%	0	0.0%	52	100.0%
July	38	62.3%	0	0.0%	18	29.5%	5	8.2%	0	0.0%	64	91.8%
August	13	35.1%	0	0.0%	21	56.8%	3	8.1%	0	0.0%	52	91.9%
September	11	37.9%	0	0.0%	18	62.1%	0	0.0%	0	0.0%	42	100.0%
	163	40.6%	1	0.2%	189	47.1%	16	4.0%	0	0.0%	401	95.7%
											Excluding Not Adoptables	99.2%

- 13 Not Adoptable Animals**
- 0 Caused Exposures/Bites
- 1 Owner Surrender - Euthanasia
- 9 Aggressive
- 5 Injured or Unhealthy
- 0 Dog Aggressive
- 0 Deceased

Live release rate does not include deceased animals. Not Adoptable Animals often meet multiple not adoptable criteria.

Sandusky County TASC Progress Report to County Commissioners

A Attachment B

September 24, 2019

The Grant for SFY 2020 has been approved and the first round of funds have been released for disbursement. MHRSB is requesting that we invoice monthly. The amount has not changed it remains at 245,441.00

Alexandra Farmer is our new Female Case Manager, she has her CDCA and has been working clients. She is a graduate of Heidelberg and is currently pursuing her MBA. She has been doing a great job.

We received \$10,000 this year for collection and testing for County Court #1 for their Drug and OVI Court's. The TAP funding ended 06/30/19. I invoiced for overages of services on a separate invoice. Typically we get reimbursed, hope to be notified in October. Following up these monies were put in for reconciliation, we are waiting to find out if MHRSB will approve.

We are in the process of billing with Medicaid, there have been many delays in the process. This is a statewide issue, not specific to our agency. Reimbursement has improved regarding time frames and in denial of claims.

I have completed my CDCA and then will now work on training on the lab. Currently we have four staff that are CDCA's.

I completed the Mental Health Board Survey and submitted it on June 10, 2019. We are considered a medium risk based on the tool developed by the Board. The Board required we create a plan/process to ensure that our agency fulfills the reporting requirements established by OHMAS. These are to be submitted by the required dates to both OHMAS and MHRSB. It was to be submitted by September 30, 2019. This was submitted on August 29th. The policy was to ensure that if a staff is out on an extended absence it will not interfere with reporting to the agencies. I have nearly completed a manual to assist with the process.

We have contacted 5 providers regarding their ERH services, 3 were 60k to use their services. We have had teleconferences with 2 (Orionet and Advanced MD) both are cloud based and are a monthly subscription rates. Both will suit our needs. Will not precede without contracts being reviewed by Prosecutor, Speaking with the County Administrator and the Board. We have included IT in the process. I do have concerns with Data Migration.

Ninfa, Lance, Alex and myself attended the International Human Trafficking and Social Justice Conference in Toledo last week. These are contact hours for our CDCA's.

Respectfully submitted,
Phil Collison, TASC Administrator

Public Session Sign in Sheet

9/24/2019

Name	Signature	Contact Information
Kim Foreman	