

**Sandusky County Commissioners – 622 Croghan Street, Fremont, OH 43420**

**MEETING 2021**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 9/28/2021

Time: 8:00AM

Present: Commissioners: Russ Zimmerman President; Scott Miller V-President; Charles Schwochow

Present: Theresa Garcia; County Administrator

Others Present: Ron Hiser, Rich Oddo, Lisa Kuelling, Stacey Gibson, Phil Collison

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)		Russ Zimmerman, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, incoming Mail Review &amp; External Meeting Notices</b>	The 9/23/2021 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Russ Zimmerman Scott Miller Charles Schwochow		*Motion: Move to Approve minutes Moved by: Scott Miller 2nd: Charles Schwochow Yes – 3
<b>Review of External board / Meetings Attended by Commissioners</b>	Commissioner Zimmerman met with a group regarding Village House. After the discussion they all felt they had some guidelines they felt were lacking and some resolutions. They talked about some possible funding sources too.	Russ Zimmerman		
	Commissioners Zimmerman and Schwochow attended a Tea Party meeting. Bill Herr invited them to the meeting. Mr. Herr never gave an agenda for the meeting. There were approximately 67 people in attendance. When the Commissioners arrived to the meeting they had a table set up at the front of the room for them and at that time were told the group was there to ask questions on residential building code. The group had many questions and concerns. Commissioners Zimmerman and Schwochow told the group there has been no decision made regarding this matter or any policies or structure	Russ Zimmerman Charles Schwochow		

	put together on what this would look like. They noted there will be scheduled/publicized public meetings to gather information and answer questions before decisions are made. All comments made by the group were taken into consideration and dully noted.			
<b>Commissioners and Administrator Discussion</b>	Administrator Garcia got an answer from Building Code regarding an agreement with the Village of Green Springs. If they sign the agreement the whole Village is covered, not just the Sandusky County portion. Commissioner Zimmerman asked Administrator Garcia to notify Green Springs.	Theresa Garcia		
	Lee Swartz, Veterans Board, stopped last week and talked to Administrator Garcia to ask if the Commissioners would mind if they placed a decorative box in the park to store the flags. This would make it easier to put the flags out rather than walking them across the street. The Commissioners have no issue with this.	Russ Zimmerman Scott Miller Charles Schwochow		
	Kelly Askins, Dog Warden, was unable to come in for her regular meeting with the Commissioners. She forwarded her reports for review. The Commissioners reviewed the reports and discussion topics she had prepared. See attachment B for agenda items.	Russ Zimmerman Scott Miller Charles Schwochow		
	The Commissioners discussed the email from the Prosecutor on the recovery funding. The checklist that was presented was adjusted and a response will be sent to the Prosecutor.	Russ Zimmerman Scott Miller Charles Schwochow		
<b>* Then /Now Documents</b>	One certificate was presented by Probate Court. PO was opened after the shopping took place for one of the receipts. One invoice makes up this certificate. Kelly Seevers - \$90.10	Probate Court	\$90.10	*Motion: Move to Approve certificate Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3
<b>* Personnel</b>	None			
<b>* Travel Requests</b>	None			
<b>Facility Management</b>	<b>Ron Hiser – Facility Management.</b> Ron came in for his regular meeting with the Commissioners. Rich Oddo came in with Ron. See attachment A for agenda items. The Law Library conference room plan was approved by that board. The Bell Tower and the flag pole are being	Ron Hiser – Director Rich Oddo – Purchasing Manager		

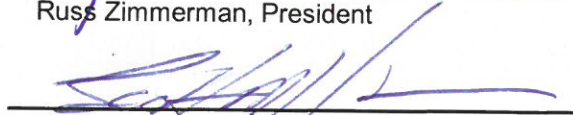
	<p>painted. Rich talked about the purchasing program and items that most departments need on a regular basis. Other projects were discussed. There are several leaks at the Service Center. This is a big concern with the roof being new. The contractor has been out several times. They have not decided what the issue is and how they are fixing it.</p>			
EMA/911	<p><b>Lisa Kuelling – EMA/911.</b> Lisa came in for her regular meeting with the Commissioners. See attachment C for agenda items. Lisa discussed and updated the Commissioners on the major fire that happened in Fremont last night. She met with Central Square last week with IT Supervisor, Atul Chopra, and the 911 Supervisor Tina Anderson, on the 911 system. They came up with another option to fix the issues by pulling from the connection with Wood County. They are going to give quotes to move us on setting up our own platform and they will work on linking with another County at a later date. Lisa gave an update on Covid-19 issues. She has talked with the Health Commissioner and they both feel the County will end September with a higher count than we did last November which was the highest month of 2020.</p>	Lisa Kuelling - Director		
* Resolutions	<p>2021 - 315  APPROVING APPROPRIATION TRANSFER FOR CWP FROM CONTRACT SERVICES TO SUPPLIES (\$670.00) FOR INMATE WORK BOOTS</p>	CWP	\$670.00	<p>*Motion: Move to Approve resolutions  Moved by: Charles Schwochow  2nd: Scott Miller  Yes – 3</p>
	<p>2021 - 316  ENTERING INTO AGREEMENT WITH LAKOTA SCHOOL DISTRICT FOR SCHOOL RESOURCE OFFICER (SRO) ON BEHALF OF SANDUSKY COUNTY SHERIFF</p>	Sheriff		<p>*Motion: Move to Approve resolutions  Moved by: Scott Miller  2nd: Charles Schwochow  Yes – 3</p>
	<p>2021 - 317  AUTHORIZING APPOINTMENTS AND REAPPOINTMENTS TO THE SANDUSKY COUNTY COMMUNITY CORRECTIONS ACT BOARD (CCB)</p>	Community Corrections Board		<p>*Motion: Move to Approve resolutions  Moved by: Charles Schwochow  2nd: Russ Zimmerman  Yes – 2 (Miller abstained)</p>
	<p>2021 - 318  APPROVING TWO SATISFACTION OF MORTGAGES BY LISA MULLIGAN, FKA LISA KAYS, 312 WEST</p>	Satisfaction of Mortgage	\$13,936.20	<p>*Motion: Move to Approve resolutions  Moved by: Scott Miller</p>

	STEVENSON ST., GIBSONBURG OH 43431			2nd: Charles Schwochow Yes - 3
<b>Public Open Session</b>	Citizens Attendees – none Media Attendees – none Elected Officials – none			
<b>Family Children First Council (FCFC)</b>	<b>Stacey Gibson- FCFC.</b> Stacey came in for her regular meeting with the Commissioners. See attachment D for agenda items. Stacey discussed some funding coming in to the office as well as expenses for the office. Stacey is in the process of hiring a second full-time Wrap Around Facilitator. This will bring this in house instead of contracting with GLCAP for the services. State Audit is almost complete. Stacey received some new funding for help with a youth in a residential facility. This is the first time they have received funding for something like this. The Handle With Care program has been well accepted by the Schools. This allows first responders and family services to give schools notice of children in the school that have experienced an incident that could be traumatic an cause them to be a bit out of sorts and to “handle with care”	Stacey Gibson - Director		
<b>TASC</b>	<b>Phil Collison – TASC.</b> Phil came in for his regular meeting with the Commissioners. See attachment E for agenda items. Phil invoiced Mental Health for an additional \$47,000.00 for uncompensated services he feels they will reimburse. The grant has been renewed for next year. They were also awarded funds to assist with drug court clients. Referrals have remained steady from several agencies. Clients are wearing masks when they come to the office. There are still some delays in Medicaid reimbursement. They are working with their new lab equipment and their new Electronic Medical Records program.	Phil Collison - Administrator		
<b>* Adjournment (11:42am)</b>	With business completed for the day the meeting was adjourned.			* Motion: Move to adjourn Moved by: Scott Miller 2nd: Charles Schwochow Yes - 3

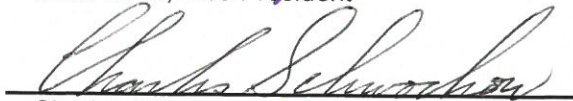
Signature of:



Russ Zimmerman, President




Scott Miller, Vice President



Charles Schwochow

**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

# Sandusky County Commissioners Agenda



## Topics of Discussion for the meeting Dated September 28th 2021

\* Denotes action needed

1. The architects have submitted their preliminary design drawings for the new Law library conference room. We have received confirmation from the Law library board that these meet their approval and have instructed the Buehrer Group to proceed.
2. The painting of the bell tower and the flag pole are underway. Schedule has been submitted and project should be completed by the end of October.
3. Rich has finished up his in person meetings with the various departments and has developed a timeline for the County Wide Procurement Plan. (attached)
4. Burkett Electric have secured permits for the new elect service F.M. location and we had a pre-construction meeting he is getting materials lined up. Working with County engineers to install foundation.
5. Securing pricing for new kitchen door at the jail location and will look into other options
6. We met with Soil and Water director Megan Grammer on installing a new entrance into the conference room. She will discuss with the board and get back with us.
7. We have been working with PDG on the Better Buildings Bid-Pkg. IV for the health department. Location of AHU's, moving walls, equipment.
8. Sheriff Office project has been at a standstill for the last couple of weeks waiting for equipment and materials. The Sheriff Office requested that construction cease for a couple of days before their annual jail inspection September 28<sup>th</sup>. The contractors will commence working the next day.
9. Commissioner's roof project is basically complete with lightening arrestor system, flashing details, and punch list to follow.
10. We have some roofs leaks at the Service Center and a couple at the Sheriff Office. We have contacted the installing contractors to make repairs.
11. We met with the Sheriff Office and SAS via a conference call Wednesday September 22<sup>nd</sup> to go over the project of up-grading the camera's and access controls for the jail. We have requested some additional pricing and a maintenance contract.
12. Communication center work for the new lobby will tentatively start late September. Pending final approved by sheriff office.
13. We are securing pricing for deteriorated upper North window for the commissioner building.
14. We are looking into the installation of exterior cameras at the Service Center.
15. We will meet with the FFD on the awning at the service center.
16. We are up-grading the emergency lighting system at the Service center
17. We are in the process of scheduling Black top sealing for this year (mid- October). Locations are Commissioners, Service Center, JDC, and Facility Management / Building Department.

# Sandusky County Central Purchasing Inventory List

Commodity	Description	Departments	Contacts
Custodial	Paper towels, Toilet Paper, Trash Bags, Soap, Bleach, Kleenex, Floor Cleaner, Lysol Disinfectant, Shower Tub Cleaner, Mop heads, Simple Green	Dog Warden, EMS, TASC, FM, CWP	Dog Warden - Kelly
Pesticide	Flees/Ticks/Seresto/Lice Bombs	Dog Warden, DJFS, EMS, FM	DJFS - Taylor, Mel, Elane
Office Supplies	Paper, Color paper, Pens (black, blue, red), High Lighters, Sharpie, Paper clips, Note pads (green), Sticky notes, File folders, Legal pads, Ink Cartridges, Toner Cartridge, White out, Batteries, Binders, Binder Clips, Expandable folders, Envelopes (Custom), Tape, 2 sided tape, packing tape, Labels, Flash Drives, P-touch label tape, Thermo Labels, Flash Drives, CD Disk, Banker Boxes, Certificate paper, Sheet protectors, laminated sheets, Dot matrix paper	DJFS, Family Children First, EMS, TASC, FM, Sanitary, EMA	Family Children First - Stacey TASC - Phil Sanitary - Sandy EMS - Jeff Jackson
Automotive	Windshield Washer Fluid, Distilled Water	DJFS, EMS, TASC, FM	Commissioners - Tawney EMA-Lisa
Vendors	Staples, Lowes, Walmart, Quill, Amazon, Hilty		

**Notes:**

Met with each department to discuss supplies - one department ask if they had to participate?

Oct-Nov order supplies and inventory.

Dec-Jan open up to departments to make request through email and test a few departments with using Inventory edge.

Feb-March work on setting other departments up with inventory edge.

Jan-May purchase bar code system for inventory at FM.

March-May add more departments to Central Purchasing.

Attachment B

### Scheduled/Completed Trainings

Multiple webinars through the ASPCA and the HSUS are being worked on by kennel staff.

### To Discuss

I am currently trying to find a company for a quote for the dog containment that will be installed in the new truck where the back seat is. No luck so far.

Door to door license checks have begun in some areas of the county. We are currently trying to update our licensing system as there are a lot of accounts that have not been marked as inactive over the last 9 years.

Currently have 1128 unrenewed owners and 1509 unrenewed dogs from 2020.

The warning signs about leaving animals and children in vehicles have been completed by the Engineers office. We are currently delivering them to the local businesses.

You'll see in the report the uptick in euthanized dogs for August. This is partially due to one of the humane cases, where 4 dog were surrendered by the same person that did not socialize them at all. In fact, they had never even been outside on grass. It was a very sad situation for us. We attempted to rehabilitate them, but were unsuccessful.

### Events

Veteran's Day is coming up.

T shirts for fundraisers for both the SDF and the Alpha Project are in the works. Designs for this year are attached.

### Humane Related

Humane Related Welfare Checks- Unfounded- 5  
Pending- 4  
Education Needed- 6  
Charges Filed- 1  
In Court- 2

### Questions?



# County Commissioner's Meeting

Dog Warden's Office

September 28<sup>th</sup>, 2021

## 2021 Dog License Sales

	<u>Previous Year</u>	<u>Current Year</u>
1 Year Dog License	10,669	10,596
1 Year Dog License Late	674	145
1 Year Partial License	57	44
3 Year Dog License	111	221
3 Year Dog License Late	30	10
3 Year Partial License	9	4
Dangerous Dog License	16	15
Duplicate License	2	15
Kennel License	24	23
Kennel License Extra	13	18
Permanent Dog License	20	35
Service Dog License (Free)	13	0
Transfer In	6	8

## Kennel Census

August 2021

Impounded- 40  
 Redemptions- 19  
 Adoption- 6  
 Euthanized- 10  
 Transfer- 0

September 2021

Impounded- 29  
 Redemptions- 19  
 Adoptions- 7  
 Euthanized- 0  
 Transfer- 1

## Kennel Incidents

August 2021

Aggression- 2  
 Community Asst. - 3  
 Bite- 7  
 Humane- 23  
 RAL- 35  
 Sick/Injured- 0

September 2021

Aggression- 1  
 Community Asst. - 1  
 Bite- 3  
 Humane- 18  
 RAL- 30  
 Sick/Injured- 0

Requested graphs and charts are attached.

EMA  
9/28/2021  
9:30 A.M.

**Grants: 2020-2021**

- A.) EMPG-FY20-July 20-June 21-
- B.) LEPC-award received
- C.) HMEP-applied for-cover Hazmat training identified costs for Public Safety

**Meetings:**

Most meetings are virtual, some are now in person  
EMA Region

- Regional Healthcare Coalition Calls
- Homeland Security regional meeting
- Local Healthcare/Hospital Calls
- LEPC
- Sand. Co. Regional Planning
- EMAO-Education Committee-Fall/Winter Conference
- EMAO-Regional
- EMA-State
- EMA-State-COVID-19-Thurs
- EOC-briefings-As needed
- Cybersecurity Regional Planning Committee
- NW Ohio Healthcare Coalition Steering Committee
- NW Ohio Regional Hazmat Conference Committee
- Sandusky County Drone Team

**Reports:**

- A.) EMPG Qtr. Report due 10/10/2021.
- B.) Davis Besse Qtr. Report Due 10/10/2021
- C.) LEPC Yearly Fiscal Report-7/30/2021. Completed.
- D.) 911 Audit-completed-passed
- E.) 911-WGAF Report Due 8/17/21. Completed
- F.) BSIR-Completed
- G.) Work Plans-Completed

**Public Outreach:**

- COVID-19 information outreach
- COVID-19 At home self test kit-Public Distribution for Households/Businesses
- Sandusky County Fair

**Trainings Provided/Hosted/Attended:**

- Meth/Clandestine Lab Training-Refresher-Hazmat
- 911-Continuing Education Training
- NIMS Incident Instructor Training
- Fire Extinguisher Training
- Emails sent to departments for virtual training opportunities

**Emergency/Disasters:**

- A.) COVID-19-EOC is activated again at a partial status. Open but coverage by EMA staff

**Community Plan Reviews/Updates:**

- A.) School Plans being reviewed and signed off on
- B.) EOP completed-Due 12/31/21
- C.) Davis Besse Plan-In progress-Due to First Energy 2<sup>nd</sup> week in December
- D.) Hazmat Plan completed-due 10/17/21
- E.) DWART-Review completed-No changes in plan

**Exercises:**

- A.) FEMA/NRC-Sand. Co. will be conducting the MSI exercise at Promedica week of 11/15/21

**911 System-**

- A.) 911 Upgrade-CAD/RMS/JMS/Civil-Discussions were had on the possibility of us moving to the Enterprise platform. It is obvious that this original platform we were sold was not meant for multi-county use
- B.) Enterprise platform demo in Wood County

**Communications-**

- A.) Moving some cabling from our office to communications building
- B.) Tower needs identification of antenna's/cabling

**Logistics-**

- A.) EMA continues to support community with PPE needs. Now PPE can be distributed for the good of the community
- B.) EMA continues to provide support to Health Dept. on COVID-19 needs, as well as Director continues to work in Joint Command with Health Commissioner
- C.) EMA is now the lead on COVID-19 self test kit distribution.
  - a. Drive Thru option
  - b. Appointment time
  - c. Anytime between 8am-4pm

Attachment D



Quarterly Meeting with County Commissioners  
Stacey Gibson, Director  
September 28, 2021

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**FCFC Funding and Contracts Update**

*Revenue:*

- FFY22 SCPH Contract for ATOD Prevention - \$17,500
- FY22 Strong Families Safe Communities Funding - \$50,000 (Amendment coming to add \$4,000 from FY21 Carry over)

*Expenses:*

- FY22 SCPH Contract for Early Intervention Service Coordination (Help Me Grow) - \$108,828
- FY22 Contract with Camp Fire Contract for Parents Night Out, Parent Support and Youth Moves - \$17,000
- FY22 Contract with GLCAP for WA Facilitation

**State Audit**

FCFC is currently undergoing State Audit for years 2019 and 2020. Estimated completion will be the end of October.

**Wraparound Facilitator**

FCFC will be hiring a second full-time Wraparound Facilitator to provide services to local youth and their families. The current contract with GLCAP to provide part-time WA will be terminated.

**MSY- Ohio Department of Medicaid**

FCFC has applied for and received ODM MSY funds to support placement of a youth in a residential facility. Parents will maintain custody. This is FCFC's first time applying for this type of funding. Family insurance will be paying for services received, while FCFC will cover room/board and local care coordination through Wraparound. The facility will provide progress reports and will invoice FCFC every 30 days. Unspent funds will be returned. (90 days of funding, \$27,546.90)

**QRTP CANS Assessments**

Under the Communities of Support grant, FCFC will be working with JFS to fulfill the role of "qualified individual" for the completion of CANS Assessments for youth placed in a qualified residential treatment placement. This requirement aligns with changes being implemented under the FFPESA.

**Update on Handle With Care**

Partners Meeting was held on September 17<sup>th</sup>, all county schools but one were represented. Discussing next steps and TOT trainings for program roll-out.

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**2021 FCFC Meeting Dates**

Sandusky County Family and Children First Council Meetings are held on the first Thursday of every other month at 7:30am.

October 7th

December 2nd

2511 Countryside Drive, Suite A  
Fremont, Ohio 43420  
(p) 419.307.1541 (f) 419.332.2156

Attachment C  
Sandusky County TASC  
Progress Report to County Commissioners

September 28, 2021

We invoiced the MHR SB \$ 47, 000 for uncompensated services last fiscal year. I anticipate we will receive all of the amount.

Our grant from OHMAS was renewed for \$ 245, 441.00; plus an additional \$20,000.00 from MHR SB.

We have received from MHR SB up to \$78,159 for ATP funds. This is for drug court clients through County Court 1. Monies can be used for very specific needs.

Our number of referrals have been steady. With pandemic, we are seeing an increase in Fentanyl and Methamphetamine use.

Current Caseload is over 60 clients with 10 referrals pending assessment.

Clients still instructed to call prior to coming in, so we can screen them and minimize traffic in facility. We are continuing providing services on person, began this on 6/7/2021. Still making clients wear masks. We are receiving masks from EMHIA.

We are continuing the process of billing with Medicaid, there have been delays in the process. This is a statewide issue, not specific to our agency. Reimbursement continues improving. Some agencies may be trending to clearinghouses for billing. Regarding the changes in providers, it has been delayed due to pending law suits filed by a couple of providers. The earliest date for any changes will be July of 2023.

The new providers were announced for Managed Care they are United Health Care; Molina and Care Source; new providers are: Humana; AmeriHealth Caritas; Anthem Blue Cross/Blue Shield. These remain the same. Recently, Buckeye did receive a portion of the contract and Paramount is still litigating the issue.

We have begun working with the new software provider for our Electronic Medical Records. Seems to be going okay. We are using a product called ThinkHealth. We have begun phasing out old EMR.

In the lab, we are now using the new machine. Ninfa completed her training last month, there were some delays with getting it going initially after. Those issues were resolved and we are now fully transferred over to the new machine. In process of determining if we own or if SYVA owns. Once determined we will determine how to take it out of facility.

Electronic Monitoring has increased since the courts have resumed seeing clients. Attached is the year to date report for EM. Three staff are capable of taking care of EM. We currently have 22 enrollees on GPS and 6 on SCRAM. Our Monthly Average for GPS is 20-26 enrollees and 6 on SCRAM (Alcohol monitoring)

Our OMHAS Certification has been approved, we finally received the hard copy and it has been sent out to all contracted agencies. Medicaid will be up in 2023.

Respectfully submitted,

Phil Collison, TASC Administrator

Month 2021	Jan	Feb	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
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Payroll													
Commissioner's Office													
Croghan Bank													
Venzon	\$50.99	\$50.99	\$50.99	\$51.01	\$51.01	\$51.01	\$51.01	\$51.00	\$51.00				
Engler Printing													
Hilly Office Supply													
Satellite Tracking of People LLC	\$2,327.50	\$2,503.25	\$1,999.75	\$2,123.25	\$2,479.50	\$3,163.50	\$3,429.50	\$2,750.25					
Offender Reimbursement													
Ohio Alcohol Monitoring System	\$1,311.00	\$668.00	\$1,309.00	\$1,381.50	\$1,450.00	\$1,534.50	\$1,867.50	\$1,973.00					
Total Expenses for the Month:	\$3,689.49	\$3,222.24	\$3,359.74	\$3,555.76	\$3,980.51	\$4,749.01	\$5,348.00	\$4,774.25	\$4,068.00	\$0.00	\$0.00	\$0.00	\$32,928.91
Collection for the Month:	\$4,659.00	\$8,295.00	\$8,453.50	\$5,321.00	\$5,539.00	\$8,036.00	\$8,354.50	\$4,068.00					\$50,726.00
PROFIT / LOSS													\$17,797.09
Courts Due													\$17,797.09
Total													\$17,797.09

Courts	Male	Female	Completed	Violated	Active	Days
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Common Pleas	34	6	27	6	14	2807
County Court #1	13	8	16	1	6	1208
County Court #2	19	2	16	1	5	252
Fremont Municipal Court	21	8	27	4	2	838
Juvenile Court	87	24	86	11	27	5105
Other Courts						
<b>Total</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>111</b>	<b>5105</b>

Total Jail Time Saved 5,105 1 Day Jail = 3 Days Electronic Monitoring  
 Days per Day \$65.00 Daily rate for jail \$331,825  
 Saving The County

