

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

**MEETING 2022**

Meeting: Board Of Commissioners

Location: Commissioners' Board Room

Date: 3/10/2022

Time: 8:00AM – 11:30AM

Present: Commissioners: Scott Miller - President; Russ Zimmerman

Present: Theresa Garcia; County Administrator

Others Present: Melanie Allen, Daniel Carlson, Carlos Baez, Cora Rice, contractors for bid opening

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTIONS / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION / VOTE
Call to Order Pledge of Allegiance (8:00am)	Commissioner Schwochow was not in session today	Scott Miller, President		
*Review & Approval of Commissioner Meeting Minutes, incoming Mail Review & External Meeting Notices	The 3/8/2022 minutes were reviewed/approved by the Board. The Board reviewed incoming mail and external meeting notices.	Scott Miller Russ Zimmerman		*Motion: Move to Approve minutes Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)
Review of External board / Meetings Attended by Commissioners	Commissioners Miller and Zimmerman attended the Land Bank meeting. Land Bank discussed the Directors job description. They are going to update the job description to give more authority to the Coordinator to sign off on business items with the Board. The Prosecutor attended the meeting to discuss whether or not the Coordinator has the right to reach out to home owners with blight properties. The Coordinator can do this and they did discuss other ways to obtain these properties. They are also working on the Brownfield Projects they are receiving grants to complete. The Coordinator put together a spread sheet with properties that could be cleaned up. There is a grant that they can work with to help remove some of these buildings.	Scott Miller Russ Zimmerman		

	<p>Commissioner Miller attended the virtual GLCAP Board meeting. See attachment for agenda items. They gave a presentation of the new GLCAP web page. There are grants that have been approved and renewed. They also discussed workshops available. They had a good month and financials are in good shape. They are very supportive to other groups in the community.</p>	Scott Miller		
	<p>Commissioner Zimmerman attended the annual TIRC EZ meeting. This discusses the current agreements with companies who have been granted abatements and how they are doing with the agreements that were made. Some of the companies have not met their goals and these were discussed. The companies were all given the opportunity to talk about their plans. Workforce was a big part of these discussions.</p>	Russ Zimmerman		
	<p>Commissioner Zimmerman attended the Soil &amp; Water board meeting. They have \$1.5M in their cash balance. They have not received the H2Ohio funding to date. They did have the employee that was hired for the program resign so they have posted for a new employee to fill this position. There is an ARCGIS program that has been provided to locate cover filter strips and cover crops. They can use an electronic mobile device and use this for coordinates. They have an ODNR project they are working on they can request administrative cost reimbursement for.</p>	Russ Zimmerman		
<b>Commissioners and Administrator Discussion</b>	<p>Commissioner Miller attended a meeting to discuss the Status of Downtown Fremont. They are doing very well and have many projects they are working on that will be good for not just the City of Fremont but the County.</p>	Scott Miller		
	<p>EMS, Sanitary Engineer and Facility Management met to discuss the East State Street property and Engineering plans. They will also be assisting with any funding that may be available for the project.</p>	Theresa Garcia		

<p><b>* Then /Now Documents</b></p>	<p>One certificate was presented by EMA. There was not a 2022 PO in to pay for this, was not aware the car was going to be serviced. One invoiced makes up this certificate. Advantage Ford - \$56.67</p> <p>One certificate was presented by the Sheriff's Office. 2021 PO's are closed. One invoice makes up this certificate. Offender Watch - \$154.35</p>	<p>EMA</p> <p>Sheriff</p>	<p>\$56.67</p> <p>\$154.35</p>	<p>*Motion: Move to Approve certificates Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)</p>
<p><b>* Personnel</b></p>	<p>None</p>			
<p><b>* Travel Requests</b></p>	<p>None</p>			
<p><b>Job and Family Services</b></p>	<p><b>Melanie Allen – Job and Family Services.</b> Melanie came in for her regular meeting with the Commissioners See attachment for agenda items. Melanie had final numbers for 2021 placement costs. No major changes. There custody numbers were up but the Thirty days to Family is helping quite a bit. They are still building up the Tiered Treatment Foster Care Program. They have applied for State funding for the program. Commissioner Miller asked Melanie if she had a total count of children in custody state wide and what percentage of those children are in Sandusky County. She reviewed the Annual Stat highlights. Public Assistance Programs were discussed.</p>	<p>Melanie Allen - Director</p>		
<p><b>* Resolutions</b></p>	<p>2022 - 83 APPROVING SUPPLEMENTAL APPROPRIATION FOR LAW LIBRARY TO REFUNDS AND REIMBURSEMENTS (\$14,478.16) FOR OVERPAYMENT REFUND</p>	<p>Law Library</p>	<p>\$14,478.16</p>	<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)</p>
	<p>2022 – 84 AUTHORIZING AN APPLICATION FOR DEPOSIT OF COUNTY/PUBLIC FUNDS; AUTHORIZING MEMORANDUM OF AGREEMENT FOR DEPOSIT OF COUNTY/PUBLIC FUNDS FOR THE COUNTY OFFICE OF THE TREASURER</p>	<p>Treasurer</p>		<p>*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)</p>

	2022 - 85 APPROVING APPROPRIATION TRANSFER FROM COUNTYWIDE VOLUNTARY CONTRIBUTIONS TO ADVANCES (\$500.00)	Countywide	\$500.00	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)
	2022 - 86 APPROVING SUPPLEMENTAL APPROPRIATION TO TRANSPORTATION IMPROVEMENT DISTRICT REIMBURSEMENTS (\$23,493.48) FOR ODOT GRANT PAYMENT TO CITY OF FREMONT	Transportation Improvement	\$23,493.48	*Motion: Move to Approve resolution Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)
<b>Public Open Session</b>	Citizens Attendees – various contractors for bid opening Media Attendees – Daniel Carlson, News Messenger Elected Officials – none			
	Mike Pendleton came in to discuss the Building Code Advisory Committee meeting. He heard the recording of the meeting and wanted to talk to the Commissioners about what was discussed. He was upset because they did discuss residential coding and he wanted an opinion. The Commissioners once again stated residential code is off the table with the Commissioners. They have not seen the minutes or heard any recordings.			
<b>Prosecutor</b>	Beth met with the Commissioners on Tuesday and had nothing new to discuss. She will meet with the Commissioners at her next scheduled meeting.			
<b>Engineer</b>	Commissioner Miller turned the meeting over to Carlos Baez, County Engineer, to open bids for two projects. Several contractors attended for the opening. The first project was for the Improvements for CR 128 and CR 130. Bids were open and read for this project. This project will not be awarded until after July 1 <sup>st</sup> when the OPWC funds are available. Five bids were presented for this project. The next project is for resurfacing of CR 32, CR 33, & CR 36. Bids were open and read for this project. Four bids were presented for this project. Commissioner Zimmerman made a motion to tabulate the bids and award at a later date.			* Motion: Move to tabulate the bids and award at a later date Moved by: Russ Zimmerman 2nd: Scott Miller Yes – 2 (Schwochow absent)

<p><b>* Adjournment (11:30am)</b></p>	<p>With business completed for the day the meeting was adjourned.</p>			<p>* Motion: Move to adjourn  Moved by: Russ Zimmerman  2nd: Scott Miller  Yes – 2 (Schwochow absent)</p>
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**Signature of:**

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Scott Miller, President

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Charles Schwochow, Vice President

\_\_\_\_\_  
Russ Zimmerman

**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

Mar Commissioner's Agenda

3/10/22

I. Placement Costs

Year	Total	County Cost	County change
2018	\$1,774,624.35	\$1,182,524.26	
2019	\$1,303,008.11	\$937,532.87	-\$244,991.39
2020	\$1,005,068.03	\$701,481.69	-\$236,051.18
<b>2021</b>	<b>\$1,376,975.61</b>	<b>\$808,166.92</b>	<b>+\$106,685.23</b>

\*Custody numbers were up, per diems have increased, 30 days work expanded. Otherwise, a steady, solid year, no major surprises.

- a. Current custody: 22 (23 last month), 1 new
  - i. Safe reductions: 2 emancipated
- b. Tiered Treatment Foster Care- applied for state funding for recruitment and retention of homes, funding available through June 2023. Working on licensure of new homes.
- c. Director's workgroups – continue this work and advocacy. Collaborating as much as possible has been effective.

II. Building status

- a. Cameras going up, would like to have Pete, Director and 2 front desks with access if possible.

III. Annual stat highlights:

- a. PCSA: we have estimated that our 30 days to kinnect program has saved our county approximately \$115,000 for the year in placement costs. 15 cases specifically and 70% of our overall caseload to work on family connections.
  - i. 2020 we handled 7 overdose cases with parent/adult and child present. In 2021, there were 15. Similar numbers of tox positive babies. This week we had two positive tox babies, one with cocaine and one with Fentanyl.
  - ii. Ohio START (Sobriety, Treatment, and Reducing Trauma)- we are in implementation phase, working on training, and finding our community partners for this program, will develop a steering committee. This information has been shared with FNM.
  - iii. The Assessments needed for placement in group homes, is time consuming, confusing, and required to be done more often than originally planned, which also means more often in court for them, additional hearings for the approval, glitches in the system, documentation has been a nightmare.
- b. In Child Support, some pandemic weirdness and for multiple reasons, Sandusky County has collected just under a million dollars less during 2021 than the prior year. Although, our collection percentage has remained the same.

Another interesting note is that we have collected over \$94,000 in bank seizures. This was a \$50,000 increase from the year before.

- c. Workforce division has seen a huge reduction in the number of visits to our Job Center, but we are seeing more visits from Veterans, so I am hoping that is a continued trend. The biggest change in Workforce was bringing in new programs and increasing the staff size of that division. We have a really high functioning OMJ and will have some fresh ideas coming from their newly appointed Workforce Supervisor, Jacob Berryman who will replace Suzy Cole who has worked with us since May of 1991!
- d. Quite a bit going on in the Public Assistance division:
  - i. 25% of this county is on medical assistance. And with the public health emergency, there were only a limited number of reasons we were able to terminate Medicaid, so those numbers have just continued to balloon. This has also meant an increase in Medicaid expenditures of \$129 million dollars, which is \$7 million dollars more than last year.
  - ii. The SNAP caseload size has seen nearly a 50% increase from 2 years ago. The annual issuance total amount went from \$6.9 million in 2019 to \$11.7 million in 2020, to \$15.8 million in 2021. That is an incredible amount of assistance flowing through our county. Part of the reason for such a large amount of issuance versus the smaller increase of caseload size is the pandemic requirement that all recipients from March to December were granted the maximum allotment for their assistance group size.
  - iii. And Nancy Grove has worked with us since November of 1993. She was recently nominated and selected by the awards committee to receive the Distinguished Service Award for 2022 by the Ohio Council on Welfare Fraud. Nancy does an enormous amount of work compared to her county peers, she trains other county staff and has even been shadowed by state staff to help them see how she tackles the alerts and notifications she receives. Timely processing of these matches from IRS alerts for jobs, we are consistently #1 in the state. And with Nancy's training and influence, our shared services work group of 9 counties the other counties are also #2, #3, #5 #7, # 8 and #10 in the state. Please sign the certificate from our agency. She will also be receiving an award at the Fraud conference this month.

#### IV. Budget

- a. Staffing – interviewing for several positions.
- b. Purchasing cars issue.

#### V. Misc

- a. Village House contract is effective February. Will keep an eye on those costs to ensure we stay within budget.
- b. Opiate grant is not continuing, school outreach worker will be coming back to the agency.
- c. We started central purchasing. So far so good.

**GLCAP BOARD OF DIRECTORS AGENDA**

March 8, 2022 — 6:30 p.m.



1. Call to Order and Roll

2. Open Forum for Visitors

\*3. Acceptance of Minutes

4. Finance Report — David Kipplen

- \*A. Acceptance of Financial Report to be put on file for Audit
- B. Monthly Credit Card Statement Report

\*5. President/CEO Report — Ruthann House

- A. Wipfli Fiduciary/Governing Body Training - April

6. Correspondence

7. Old Business

8. New Business

A. Presentation — GLCAP Website Overview — Alex Boroff

B. Board Member Minute — Amanda Garner and Jane Wengel

\*C. Renewal/Repetitive Proposals — Child Care Stabilization Subgrants-Phase 2; Ohio Water Development Authority (OWDA) Technical Assistance (TA); Ohio Environmental Protection Agency (EPA) Training and Technical Assistance (T/TA); Department of Health & Human Services (HHS) Rural Community Development TA; and Community Development Fee-for-Service Contracts

TOTAL: \$3,991,169

\*D. Community Development - International Programs — Kristin Woodfall — Burma Youth Leadership Program; and Serbia Democracy

TOTAL: \$240,000

E. Head Start/Child Development and TRIPS Reports — Jacquie Wells

- 1. Early Childhood Program Reports; Policy Committee Minutes; and Information Memorandum
- 2. School Readiness Outcomes — EHS/HS, Lucas County HS, and EHS-CCP
- 3. Head Start Mini-Training

9. Other Business

\*10. Adjourn

*\*Item requires Board Approval*

**NEXT BOARD MEETING — APRIL 12, 2022**



**To:** Board Members  
**From:** Ruthann House, President/CEO  
**Date:** March 1, 2022  
**Re:** Report


**General**

- Dave and I were able to complete the board orientation session with Victoria and Tamara, both of whom have a long history with the organization. They bring much experience and knowledge to the board, and we are thrilled to have them!
- I participated in the quarterly WIPFLI Community Advisory Board meeting in February. This is a group of 12 community action leaders from across the country. We meet and advise WIPFLI on the variety of issues/challenges/successes we are facing. The discussions are extremely beneficial, and the input helps WIPFLI guide their ongoing strategies to address the network's needs. You will recall that WIPFLI is our auditing firm based in Madison, Wisconsin. They have a division that is focused on training/technical assistance/professional development, in addition to their auditing division. I am honored to have served on this board for the past several years.
- I was one of a handful of CAP directors across the country asked by David Bradley, National Community Action Foundation executive director, to provide on the ground examples of why CSBG (the Community Services Block Grant) eligibility level should remain at 200% of the federal poverty guidelines. This information was shared with members of Congress as they work on the CSBG Reauthorization bill. Thanks to Alex for helping to pull our stories together in short order.
- Robin and I met with the Sandusky County Commissioners to discuss the Phase 2 renovation plan for the Fremont Senior Center, along with potential funding mechanisms.
- The RCAP (Rural Community Assistance Partnership) Inc. Board meeting and fly-in is being held virtually this week.
- Over the past month we have worked on a variety of department structure changes to most effectively position staff as we manage the growth we continue to experience in a very tight and highly competitive hiring market.
- We participated in the Tiffin Seneca Economic Partnership (TSEP), Sandusky County Economic Development Corporation (SCEDC) and the Sandusky County Chamber of Commerce's annual meetings. While we did not win the large employer of the year award from the Sandusky County Chamber, it was a great honor to be nominated!
- As of yesterday, we have removed the masking mandate in our offices for staff and visitors. We are awaiting further guidance from the Office of Head Start before we make any changes within our Head Start centers.

**Adult and Youth Development**

- The Ohio Department of Development (ODOD) notified us that the US Treasury is reallocating \$106.6 million in COVID Home Relief Grant (HRG) funding granted to Ohio. Fifteen community action agencies who have obligated less than 20% of their funding are receiving decreases to their budgets; our agency was included, and \$7 million will be recaptured from GLCAP. At the

3/10/2022

Name	Signature	Contact Information
Daniel Carson		
Muel & E. Parker	Mike Pendleton	
Thomas Bergman	The E. Boyer	