

**Thursday, August 14, 2008**

The Board of County Commissioners met in regular session on **Thursday, August 14, 2008 at 9:05 AM** with the following members present:

Christopher Smeiles

Charles W. Keiper II

Maureen T. Frederick

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It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the meeting minutes of the August 12, 2008 meeting. All in favor, motion carries

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Also attending throughout the day: Mike Sever, Record-Courier

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### **AIRPORT BOARD CANDIDATE**

Present: Paul Miller

The Board of Commissioners met with Mr. Miller to discuss his interest in serving on the Airport Board.

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### **BUILDING DEPARTMENT**

Present: Bob Wrentmore, Jim Manion

Discussion of the proposed amendment to the Portage County Building Department rules, regulations, and standards for the inclusion of a requirement for professionally prepared and sealed topographic site plan review for new subdivision prior to the September public hearings.

CBO Wrentmore noted that the new Field Engineer/Surveyor will have to work closely with the County Engineer and the Regional Planning Commission as we move forward.

Commissioner Keiper stated that homeowners should be confident that their houses will not end up with storm water issues. Commissioner Frederick agreed, noting that the outcome for the homeowner should be the elimination of flooding issues for those homeowners located near new developments.

The CBO noted that the builders support this program as a great idea, which will help them in preventing drainage issues and avoiding call-backs due to these issues. This amendment will add another professional set of eyes to look at a site.

The CBO intends to update the Building Department website with a "Frequently Asked Questions" section and a draft site plan.

The Board of Commissioners approved the proposed drafts for public availability, as presented by the CBO, noting that the public hearings are scheduled for September 4<sup>th</sup> and September 11<sup>th</sup>.

Commissioner Smeiles stated that he is concerned about the possible hire of an engineer since the Building Department budget may have to be increased. CBO Wrentmore responded that this hire will alleviate problems

with water. Commissioner Frederick asked if the fees will support the new hire. CBO Wrentmore responded that the fees will not need to be increased to support this position.

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**HUMAN RESOURCES/GENERAL SERVICES**

Present: Jim Manion

1. The Family Appreciation Day Picnic is scheduled for August 16, 2008 with about 150 employees attending
2. Job Description approval for Building Department Field Engineer/Journal Entry

10:10 AM In accordance with the Ohio Rev. Code Ann. 121.22(G)(1), it was moved by **Charles W. Keiper II**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to consider compensation issues, a Bureau of Workers Comp review and disciplinary issues. **Also present: Jim Manion and Michelle Ripley.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

10:45 AM Upon conclusion of the above referenced discussion, it was moved by **Charles W. Keiper II** seconded by **Maureen T. Frederick** that the Board of Commissioners moves out of executive session. Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

After exiting Executive Session, the Board of Commissioners took action by Journal Entry.

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**INTERNAL SERVICES**

Present: JoAnn Townend

**Projects**

1. Kent parking lot - The Board of Commissioners agreed that JoAnn Townend should prepare the bid specs so that the County is ready to move forward once the plans are approved by the city of Kent in September.
2. Adult Probation – The bids have come in with Friend Construction as the low bid, the carpeting will be provided by Callahan’s and the furniture purchase is being worked on.

**Resolutions**

1. Approve specs and set the proposal date for various children’s services for Job & Family Services./08-832
2. Award and enter into agreements with the Commissioners, PPIC, Stitle Construction, S.M. Electric, Wright Heating & Air Conditioning & Charniga Plumbing for the PPIC Head Start Learning Center project./08-833
3. Award and enter into an agreement with Smart Data Strategies for GIS for GIS parcel conversion project./08-834
4. Award the sale of real estate in Brady Lake Village./08-835

5. Authorize the Dept. of Job & Family Services to enter into agreements for the provision of child placement & related services with various providers./08-836
6. Enter into an agreement with the Portage County Sheriff for investigative services for JFS./08-837
7. Enter into an agreement with Family & Community Services for Multisystemic therapy for JFS./08-838
8. Enter into an agreement with Dr. Mary Ference for services as the child health services medical director./08-839
9. Enter into an agreement with Ravenna Parks & Recreation for a nutrition education program Child Health Services./08-840
10. Enter into an agreement with Domestic Court Magistrates for CSEA./08-841
11. Enter into an agreement with Juvenile Court Magistrates for CSEA./08-842
12. Enter into an MOU with Ravenna City Schools for early learning initiative services./08-843
13. Enter into an MOU with First Fruits Child Care Center for early learning initiative services./08-844
14. Enter into an MOU with Akron Summit Community Action Inc. for early learning initiative services./08-845
15. Enter into an MOU with PPIC for early learning initiative services./08-846
16. Enter into an MOU with Child Health Services for car seat education./08-847
17. Enter into amendment no. 1 with Coleman Professional Services for inmate psychological services./08-848
18. Enter into amendment no. 1 with Home Town Care Givers Inc. dba Home Helpers for Title XX home health services./08-849
19. Enter into amendment no. 2 with Children's Advantage to provide step-down program services./08-850
20. Enter into amendment no. 3 with Family & Community Services to provide service coordination for the Help Me Grow program./08-851

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**JOB & FAMILY SERVICES**

Present: Rebecca Abbott

Ms. Abbott attending today to present the top five Portage County candidates (chosen by the Portage County Public Assistance Managers) for the renaming of the food stamps program to be submitted to the State of Ohio for consideration. The state will choose the final name for the program out of the 88 submissions/Journal Entry.

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**DOG WARDEN**

Present: Dave McIntyre, Carol Kurtz, Audrey Tillis

**Discussion of the proposal to increase the dog tag fee from \$10 to \$12 beginning with the 2009 tags**

Dog Warden Dave McIntyre advised the Board of Commissioners that he would use the fee increase to prevent neglect and deterioration of the building, fencing and related fixed assets; to replace existing vehicles; replace traps and other equipment annually; gasoline costs; utility costs; increase in payroll and benefits; and to update current software and the purchase of another computer.

The costs bringing additional revenues and improved services include the hire of a part-time canvasser/kennel officer; training for deputies; the purchase of a laptop for use while canvassing on the road; increase working man-hours as the two deputy wardens are getting close to being eligible for three weeks of vacation yearly; and the purchase of surveillance cameras.

The Dog Warden noted that if all dogs living in Portage County were licensed, he would not have budget issues. Currently, the county sells about 20,000 dog tags per year – it is noted that there are most likely double that number in living in the county.

Commissioner Smeiles stated that he does not like penalizing those residents who are complying and purchasing tags; however, there is need for additional revenues.

Commissioner Frederick asked how Portage County stands in relation to surrounding counties. Most are between \$14-\$16 per tag, with Summit County at \$8/per dog tag. The Dog Warden noted that most surrounding counties are less rural than Portage County and the cities handle dog issues. The Dog Warden’s ultimate goal would be to reduce the license fee from \$12 to \$10, should the increased canvassing lead to a healthier budget.

Resolution 08-0852 authorizes the \$2.00 increase for the 2009 dog license

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**RESOLUTION No. 08-0827 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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 Internal Auditor or other designee on August 14, 2008 in the total payment amount of **\$561,480.11 for Funds 0001-8101** 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:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0828 - RE: WIRE TRANSFER APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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 Internal Auditor or other designee on August 14, 2008 in the total payment amount as follows:

- 1. \$329,688.07 for Medical Mutual Claims-Fund 7101; and
- 2. \$71,771.97 for Medical Mutual Administration Fees-Fund 7101; and
- 3. \$735.00 MHM Resources, Inc for processing claims for Medical Mutual; and

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, August 15, 2008	\$ 329,688.07
Wire Transfer on Friday, August 15, 2008	\$ 71,771.97
Wire Transfer on Friday, August 15, 2008	\$ 735.00

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:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0829 - RE: APPROVAL OF JOURNAL VOUCHERS/ENTRIES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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:

08/14/08	562	\$ 78,786.61
08/14/08	563	11,592.76
08/13/08	534	198.87
08/12/08	495	930.00
08/12/08	496	4,689.66
<b>Total</b>		<b>\$ 96,197.90</b>

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:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0830 - RE: ACCEPTANCE OF THEN AND NOW CERTIFICATIONS FOR PAYMENT.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick 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



RESOLUTION No. 08-0831

RE: AMENDMENT TO THE NON GENERAL FUND  
2008 ANNUAL APPROPRIATION RESOLUTION  
NO 07-1209 ADOPTED DECEMBER 18, 2007

It was moved by Charles W. Keiper II, second by Maureen T. Frederick that the following resolution be adopted:

RESOLVED, that it has become necessary to amend the Non General Fund 2008 Annual Appropriation in the amounts and for the purposes set forth in the enumeration shown below,

		<i>Increase</i>	<i>Decrease</i>
		<hr/>	<hr/>
<b>Fund: 1251</b>	<b>CDBG County Formula</b>		
	<i>081 Community Development</i>		
12514	CDBG Conty Formula CS	2,769	0
	<b>MEMO TOTAL</b>	<hr/> <b>\$ 2,769</b> <hr/>	<hr/> <b>\$ -</b> <hr/>

Note: Need to finish grant

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<b>TOTAL MEMO BALANCE FOR ALL FUNDS</b>		<hr/> <b>\$ 2,769</b> <hr/>	<hr/> <b>\$ -</b> <hr/>
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and be it further,

RESOLVED, that a certified copy of this resolution be filed with the 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 as Follows:

Christopher Smeiles, Yea;	Charles W. Keiper II, Yea;	Maureen T. Frederick, Yea;
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RESOLUTION No. 08-0832 - RE: APPROVE SPECIFICATIONS AND SET THE PROPOSAL DATE FOR VARIOUS CHILDREN'S SERVICES FOR THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**RESOLVED,** that the specifications for receiving proposals for various children’s services the Portage County Department of Job & Family Services be and hereby are approved; and be it further

**RESOLVED,** that sealed proposals, therefore, will be accepted by the Portage County Director of Internal Services, 7th floor - room 701, Portage County Administration Building, 449 South Meridian St., Ravenna, Ohio until 3:00 p.m., E. S.T. on September 26, 2008; and be it further

**RESOLVED,** that the notice of receiving bids shall be published in the Record Courier on August 18, 2008 and a copy thereof be posted on the County’s website and bulletin board of the Board forthwith; 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.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0833 - RE: AWARD AND ENTER INTO CONTRACTS WITH THE PORTAGE COUNTY BOARD OF COMMISSIONERS, PORTAGE PRIVATE INDUSTRY COUNCIL (PPIC), STITLE CONSTRUCTION, S.M. ELECTRIC, WRIGHT HEATING & AIR CONDITIONING, AND CHARNIGA PLUMBING FOR THE PPIC HEAD START LEARNING CENTER IN RAVENNA TOWNSHIP**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** Thirteen (13) contractors and Three (3) plan houses requested specifications for an addition and rehabilitation to the PPIC Head Start Learning Center in Ravenna Township; and

**WHEREAS,** On July 28, 2008, the Portage County Internal Services Department received twelve (12) bids. The lowest and best bids are General Trades - Stitle Construction \$145,950.00, Electric - S. M. Electric \$23,720.00, Fire System - S. M. Electric \$5,120.00, HVAC - Wright Heating and Air Conditioning \$19,386.00 and Plumbing - Charniga Plumbing \$49,435.00; and

**WHEREAS,** The Portage County Board of Commissioners will fund \$59,000.00 of this amount through the Community Development Block Grant 2007 Formula Allocation grant activity set aside for this project and the remainder of \$184,611.00 will be provided by PPIC using USDA and Agency funds; now therefore be it

**RESOLVED,** that the Portage County Board of Commissioners does hereby award the bids and shall enter into a contract with Stitle Construction - \$145,950.00, for general trades, S. M. Electric - \$23,720.00 for electric work, S. M. Electric -\$5,120.00 for fire system, Wright Heating and Air Conditioning \$19,386.00 - for HVAC and Charniga Plumbing - \$49,435.00 for plumbing in the amount of Two Hundred forty three thousand six hundred and eleven and 00/100 dollars (\$243,611.00); 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0834 - RE: AWARD AND ENTER INTO AN AGREEMENT WITH SMART DATA STRATEGIES, INC. FOR GIS SOFTWARE AND SERVICES FOR THE PARCEL CONVERSION PROJECT FOR PORTAGE COUNTY.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** Thirty-five (35) vendors received bid specifications for the GIS parcel conversion project; and

**WHEREAS,** On June 4, 2008 the Portage County Internal Services Department received seven (7) bids and two (2) no bid responses; and

**WHEREAS,** upon review of the bids received, it is the recommendation of the Portage County Director of Internal Services that the bid of Smart Data Strategies be accepted as the lowest bid received; and

**WHEREAS,** the Portage County Data Processing Board approved the project cost on June 16, 2008; now therefore be it

**RESOLVED,** that the Board of Commissioners hereby agrees to accept and award the bid of Smart Data Strategies, Inc., 357 Riverside Dr., Suite 100, Franklin TN 37064, for the GIS

parcel conversion project at a cost not to exceed Three hundred nine thousand, three hundred sixty-five and 00/100 dollars (\$309,365.00); 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0835 - RE: AWARD THE SALE OF REAL ESTATE OWNED BY PORTAGE COUNTY.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** Parcel 16-038-70-00-004-002 in Brady Lake Village comprised of approximately 1.950 acres was declared obsolete and for sale to the highest bidder; and

**WHEREAS,** bid packages were mailed to three (3) potential bidders; and

**WHEREAS,** one sealed bid was received, tabulated and recorded on July 28, 2008, and

**WHEREAS,** upon review of the bid received, it is the recommendation of the Portage County Director of Internal Services that the following bid be accepted as the best bid received and the real estate be sold to;

Lynda Kitchen  
6378 Lakeview Dr.  
Ravenna OH 44266  
\$100.00

now therefore be it

**RESOLVED,** that the Board of County Commissioners does hereby award the sale of the approximate .1950 acres of real estate located in Brady Lake Village for a total of \$100.00 to Lynda Kitchen; 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0836 - RE: AUTHORIZE THE PORTAGE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES TO ENTER INTO AGREEMENTS FOR THE PROVISION OF CHILD PLACEMENT AND RELATED SERVICES WITH VARIOUS SERVICE PROVIDERS.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Portage County Department of Job and Family Services is responsible for the placement of children and related services and has determined that various specific providers of child placement services are capable of providing child placement and related services; and

**WHEREAS,** the Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship with the various specific service providers; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby authorized the Portage County Department of Job and Family Services to enter into an Agreement between the Department of Job and Family Services various service providers for child placement and related services as stipulated in the Agreement for a period from July 1, 2008 until June 30, 2010; and be it further

**RESOLVED,** that the Director of the Portage County Department of Job and Family Services, or her designee, are hereby authorized to execute any and all documents necessary to enter into agreements with various specific service providers for child placement and related services; and be it further

**RESOLVED,** that the basic rate is not to exceed \$3,500,000.00 annually; 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.

Voice vote was as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0837 - Re: ENTER INTO AN AGREEMENT BETWEEN THE**

**PORTAGE COUNTY BOARD OF COMMISSIONERS  
ON BEHALF OF THE PORTAGE COUNTY  
DEPARTMENT OF JOB & FAMILY SERVICES AND  
THE PORTAGE COUNTY SHERIFF**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

- WHEREAS,** the Portage County Department of Job & Family Services has been designated by the Portage County Board of Commissioners as the Public Children Services Agency for Portage County, Ohio; and
- WHEREAS,** the Portage County Department of Job & Family Services is the recipient of funds that may be used for the care, placement, and treatment of abused, neglected, and dependent children, which may include compensation for one or more Sheriff's deputies to investigate matters involving the abuse and neglect of children; and
- WHEREAS,** the Portage County Sheriff holds itself capable of providing the services; now therefore be it resolved
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Memorandum of Understanding between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and the Portage County Sheriff, for the period of September 1, 2008 through December 31, 2008, with successive one (1) year automatic renewals contingent upon funding; and be it further
- RESOLVED,** that total compensation for the initial term of this agreement is not to exceed Fifty-five thousand and 00/100 dollars (\$55,000.00); 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0838**

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**RE:**

**ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. FOR MULTISYSTEMIC THERAPY**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Portage County Department of Job & Family Services is in need of a Multisystemic Therapy (“MST”) program to provide family and community based treatment to youth with complex clinical, social and educational problems; and

**WHEREAS,** Requests for Proposals were sent to eight (8) potential service providers; and

**WHEREAS,** Three (3) proposals were received, opened and tabulated on April 14, 2008; and

**WHEREAS,** Family & Community Services, Inc. is willing and able to provide these services; and

**WHEREAS,** The Agreement form attached hereto as Exhibit A will be used to detail the terms of the relationship between the Portage County Department of Job & Family Services and Family & Community Services, Inc.; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. with its principal place of business located at 705 Oakwood Street, Suite 221, Ravenna, OH 44266, for the period July 1, 2008 through June 30, 2009, with the option of a one (1) year agreement extension; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Three hundred thousand and 00/100 dollars (\$300,000.00); 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.

Voice vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0839**

**- RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES, CHILD HEALTH SERVICES DIVISION AND DR. MARY FERENCE FOR A CHILD HEALTH SERVICES MEDICAL DIRECTOR**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Portage County Department of Job & Family Services, Child Health Services Division is in need of a Medical Director; and

**WHEREAS,** Dr. Mary Ference is an independent contractor qualified and willing to provide such services as needed by Child Health Services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services, Child Health Services Division and Dr. Mary Ference whose principal place of business is located at 670 Beechmont Place, Kent, Ohio 44240, for the period July 1, 2008 through June 30, 2009; and be it further

**RESOLVED,** that the Board of Commissioners agrees to compensate Dr. Mary Ference in an amount not to exceed Ten thousand and 00/100 dollars (\$10,000.00) and fifty and one-half cents (\$.505) per mile for travel to meetings, seminars and/or conferences during the contract period; 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0840 - RE: ENTER INTO AN AGREEMENT BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES, CHILD HEALTH SERVICES DIVISION AND RAVENNA PARKS & RECREATION**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Portage County Department of Job & Family Services, Child Health Services Division is in need of supervisors for an elementary school child activity/nutrition education program; and

**WHEREAS,** Ravenna Parks & Recreation is capable of providing such services as needed by the Child Health Services Division; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby enter into an Agreement between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services, Child Health Services Division and Ravenna Parks & Recreation whose principal place of business is located at 530 North Freedom Street, Ravenna, Ohio 44266, for the period July 1, 2008 through June 30, 2009; and be it further

**RESOLVED,** that the total amount of this Agreement is not to exceed Two thousand six hundred sixty-eight and 00/100 dollars (\$2,668.00); 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0841 - RE: ENTER INTO AN AGREEMENT BETWEEN PORTAGE COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND DOMESTIC COURT MAGISTRATES**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** Maximus, Inc. had entered into Agreement #20080265 on March 13, 2008 through Resolution No. 08-0239 to prepare cost rates for Portage County Child Support Enforcement Agency for the period of July 1, 2008 to June 30, 2009 for the Domestic Court Magistrates; and

**WHEREAS,** it was determined that the Domestic Court Magistrates services shall be purchased at the rate of One hundred thirty-two and 79/100 dollars (\$132.79) per hour, not to exceed One hundred six thousand two hundred thirty-two and 00/100 dollars (\$106,232.00); now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Service Contract between the Portage County Child Support Enforcement Agency and the Domestic Court Magistrates at the rate of One hundred thirty-two and 79/100 dollars (\$132.79) per hour, not to exceed One hundred six thousand two hundred thirty-two and 00/100 dollars (\$106,232.00); and be it further

**RESOLVED,** that the term of this agreement shall be from July 1, 2008 through June 30, 2009; 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.

Voice Vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0842**

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**RE: ENTER INTO AN AGREEMENT BETWEEN PORTAGE COUNTY CHILD SUPPORT ENFORCEMENT AGENCY AND JUVENILE COURT MAGISTRATES**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** Maximus, Inc. had entered into Agreement #20080265 on March 13, 2008 through Resolution No. 08-0239 to prepare cost rates for Portage County Child Support Enforcement Agency for the period of July 1, 2008 to June 30, 2009 for the Juvenile Court Magistrates; and

**WHEREAS,** it was determined that the Juvenile Court Magistrates services shall be purchased at the rate of One hundred ninety-seven and 46/100 dollars (\$197.46) per hour, not to exceed Seventy-four thousand forty-eight and 00/100 dollars (\$74,048.00); now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into a IV-D Service Contract between the Portage County Child Support Enforcement Agency and the Juvenile Court Magistrates at the rate of One hundred ninety-seven and 46/100 dollars (\$197.46) per hour, not to exceed Seventy-four thousand forty-eight and 00/100 dollars (\$74,048.00); and be it further

**RESOLVED,** that the term of this agreement shall be from July 1, 2008 through June 30, 2009; 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.

Voice Vote as follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0843**

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**Re: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND RAVENNA CITY SCHOOLS FOR EARLY LEARNING INITIATIVE SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and

**WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** the Ravenna City Schools holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into an agreement with the Ravenna City Schools, for the time period of July 1, 2008 through June 30, 2009 at no cost; 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0844 - Re: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FIRST FRUITS CHILD CARE CENTER FOR EARLY LEARNING INITIATIVE SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and

**WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** the First Fruits Child Care Center holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into an agreement with the First Fruits Child Care Center, for the time period of July 1, 2008 through June 30, 2009 at no cost; 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

\* \* \* \* \*

**RESOLUTION No. 08-0845 - Re: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND AKRON SUMMIT COMMUNITY ACTION INC. FOR EARLY LEARNING INITIATIVE SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and

**WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** the Akron Summit Community Action, Inc. holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into an agreement with the Akron Summit Community Action, Inc., for the time period of July 1, 2008 through June 30, 2009 at no cost; 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0846** - **RE: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND PORTAGE PRIVATE INDUSTRY COUNCIL, INC. FOR EARLY LEARNING INITIATIVE SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Early Learning Initiative is a collaboration between the Ohio Department of Education and Ohio Department of Job & Family Services to provide children often identified at-risk of school failure with education experiences that will help them enter kindergarten ready for success and meet the child care needs of working families; and

**WHEREAS,** the Early Learning Initiative will provide funding for services to children through full and part day early learning services in center-based programs; and

**WHEREAS,** the Portage Private Industry Council, Inc. holds themselves capable of providing the services; now therefore be it resolved

**RESOLVED,** that the Board hereby agree to enter into an agreement with the Portage Private Industry Council, Inc., for the time period of July 1, 2008 through June 30, 2009 at no cost; 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0847** - **Re: ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON**

**BEHALF OF THE PORTAGE COUNTY  
DEPARTMENT OF JOB & FAMILY SERVICES AND  
CHILD HEALTH SERVICES OF PORTAGE  
COUNTY**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

- WHEREAS,** under Chapter 5108 of the Ohio Revised Code and rules issued under that chapter authorize the Portage County Department of Job & Family Services to contract for Prevention, Retention and Contingency (PRC) Services to meet one of the four Temporary Assistance for Needy Families (TANF) purposes as referenced in 45 C.F.R. 260.20; and
- WHEREAS,** the Community Plan calls for car seat education and hands on supervision of car seat installation; and
- WHEREAS,** Child Health Services of Portage County holds themselves capable of providing the services; now therefore be it resolved
- RESOLVED,** that the Board of Portage County Commissioners does hereby enter into a Memorandum of Understanding between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Child Health Services of Portage County, for the period of July 1, 2008 through June 30, 2009; and be it further
- RESOLVED,** that the total amount of this agreement is not to exceed Eleven thousand five hundred and 00/100 dollars (\$11,500.00); 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 adopting 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.

Voice Vote as follows:

Christopher Smeiles, Yea;                      Charles W. Keiper II, Yea;                      Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0848                      -                      RE:                      ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS AND COLEMAN PROFESSIONAL SERVICES FOR INMATE PSYCHOLOGICAL SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** an agreement between the Board of Commissioners and Coleman Professional Services known as Portage County Contract No. 20070373 to provide a comprehensive professional consultation and psychiatric outreach program for all detainees within its physical control was entered into on September 25, 2007; and

**WHEREAS,** a month to month agreement is required until such time as long term services can be negotiated; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into an Agreement between the Board and Coleman Professional Services at the agreed upon rate, not to exceed Three thousand six hundred eighty-two and 70/100 dollars (\$3,682.70) per month for the time period of July 1, 2008 to October 31, 2008; 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0849 - RE: ENTER INTO AMENDMENT NO. 1 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND HOME TOWN CARE GIVERS, INC. DBA HOME HELPERS TO PROVIDE TITLE XX HOME HEALTH SERVICES.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070392 (the "Original Contract") on October 25, 2007 by Resolution No. 07-0990 to provide Home Health Services to prevent and/or reduce neglect, abuse or exploitation of Disabled Adults and Senior Citizens who are residents of Portage County; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 1 between the Board of Commissioners, the Department of Job & Family Services and Home Town Care Givers, Inc. dba Home Helpers for the time period October 1, 2007 to September 30, 2008; and be if further

**RESOLVED,** that the parties mutually agree to increase the amount of the agreement by Two thousand five hundred and 00/100 dollars (\$2,500.00) and that the annual service under this agreement shall not exceed Twelve thousand five hundred and 00/100 dollars (\$12,500.00); 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0850 - RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND PORTAGE COUNTY CHILDREN'S SERVICES CENTER DBA CHILDREN'S ADVANTAGE TO PROVIDE STEP-DOWN PROGRAM SERVICES**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20060348 (the "Original Contract") on September 28, 2006 by Resolution No. 06-0861 to provide residential step-down services to children in need of transition from residential treatment centers to their homes or a less restrictive setting; and

**WHEREAS,** an Amendment No. 1 was entered into on October 23, 2007 through Resolution No. 07-0969; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 2 between the Board of Commissioners on behalf of the Department of Job & Family Services and Portage County Children's Services Center doing business as Children's Advantage to extend the Original Contract one (1) additional month from September 1, 2008 to September 30, 2008; and be it further

**RESOLVED,** that the parties mutually agree to increase the service units to three hundred twenty (320) at a rate of Forty-six and 66/100 dollars (\$46.66) per unit, or Fourteen thousand nine hundred thirty-one and 20/100 dollars (\$14,931.20), and that the annual service amount under this

agreement shall not exceed Ninety-five thousand nine hundred thirty-two and 96/100 dollars (\$95,932.96); 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.

Voice vote as follows:

Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea;

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**RESOLUTION No. 08-0851 - RE: ENTER INTO AMENDMENT NO. 3 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE SERVICE COORDINATION FOR THE HELP ME GROW PROGRAM**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** an agreement between the parties was entered into and known as Portage County Contract No. 20070395 (the "Original Contract") on October 4, 2007 by Resolution No. 07-0993 to provide service coordination for the Help Me Grow program; and

**WHEREAS,** an Amendment No. 1 was entered into on November 6, 2007 through Resolution No. 07-1070; and

**WHEREAS,** an Amendment No. 2 was entered into on July 10, 2008 through Resolution No. 08-0550; and

**WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it

**RESOLVED,** that the Board of Portage County Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners, the Department of Job & Family Services and Family & Community Services, Inc., for the period from July 1, 2008 through June 30, 2009; and be it further

**RESOLVED,** that effective September 1, 2008, Family & Community Services, Inc. will provide six (6) instead of five (5) full-time equivalent Service Coordinators (40 hours per week) to eligible families referred to Help Me Grow; and be it further



Voice vote was as follows:

Christopher Smeiles, Yea;

Maureen T. Frederick, Yea;

Charles W. Keiper II, Yea;

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**RESOLUTION No. 08-0853**

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**RE: ACCEPT THE FY 08 EMERGENCY  
MANAGEMENT PERFORMANCE GRANT (EMPG)  
AWARD ON BEHALF OF THE PORTAGE COUNTY  
OFFICE OF HOMELAND SECURITY &  
EMERGENCY MANAGEMENT.**

It was moved by Charles W. Keiper II, seconded by Maureen T. Frederick that the following resolution be adopted:

**WHEREAS,** the Portage County Board of Commissioners passed Resolution No. 08-0490 on May 29, 2008 authorizing the application to the Emergency Management Performance Grant (EMPG) program, and

**WHEREAS,** the Ohio Department of Public Safety Office advised the Portage County Office of Homeland Security & Emergency Management Director on July 24, 2008 that Portage County was approved to receive fiscal year 2008 Emergency Management Performance Grant (EMPG) funding for \$80,438.00 for the time of October 1, 2007 through June 30, 2009: now therefore be it;

**RESOLVED,** that the Portage County Board of Commissioners agrees to accept the Fiscal Year 2008 Emergency Management Performance Grant of \$80,438.00 with a local cash match of \$80,438.00 paid from the general fund for the grant award period from July 1, 2007 through June 30, 2009 on behalf of the Portage County Office of Homeland Security & Emergency Management; and be it further

**RESOLVED,** that the Portage County Board of Commissioners authorizes Office of Homeland Security & Emergency Management Director Jon Barber to sign the grant award on the behalf of the Commissioners; and be it further

**RESOLVED,** that a copy of this resolution be filed with the Portage County Auditor, the Department of Budget & Financial Management, the Internal Auditor, the Grants Coordinator, and the Office of Homeland Security & Emergency Management Agency Director; 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.

Voice Vote as Follows:

Christopher Smeiles, Yea;

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

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**RESOLUTIONS**

August 14, 2008

- 1. Approval of Meeting Minutes from the August 12, 2008 regular Board Meeting as presented.
- 2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-827
- 3. Approve the wire transfer as presented by the County Auditor./08-828
- 4. Approve the Journal Vouchers as presented by the County Auditor./08-829
- 5. Approve the Then & Now as presented by the Portage County Auditor./08-830
- 6. Appointment to the Portage Area Regional Transit Authority (PARTA) Board of Trustees representing the Northeastern section of Portage County – Richard Brockett./08-HOLD

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**INVITATIONS/MEETING NOTICES**

August 14, 2008

- 1. Invitation from Jones Day for the Climate Change Litigation and Corporate Risk: Navigating in an Uncertain Climate seminar on Wednesday, September 17, 2008, 8:00 AM-4:00 PM, Washington, DC.
- 2. Invitation from the Ohio Department of Agriculture for the Ohio Preserved Farmland Bonding Ohio Together seminar on Thursday, October 2, 2008, 8:15 AM-4:00 PM, Nationwide and Ohio Farm Bureau 4-H Center, OSU.
- 3. Invitation from the Ravenna Elks Lodge 1076 for the dedication of the new lodge on Saturday, August 30, 2008, 6:00 PM, 776 N. Freedom St., Ravenna.
- 4. Invitation for the Kent State Homecoming parade Salute to Service on Saturday, October 11, 2008, 10:00 AM, Kent State University campus.
- 5. Invitation from Job and Family Services for Director Anita Herington’s birthday on Tuesday, August 26, 2008, 2:00-3:00 PM, Portage County Administration Building Room 134.
- 6. Invitation for the Freedom House grand opening on Thursday, September 11, 2008, 10:00 AM, 705 Oakwood St., Ravenna.
- 7. Invitation from Cody Michael Kostensky for the Randolph Fair turkey auction on Saturday, August 23, 2008, 9:30 AM.
- 8. Invitation to the 150<sup>th</sup> Randolph Fair Opening Day Celebration on Tuesday, August 19, 2008, 11:00 AM at the main gate.
- 9. Invitation from Robinson Memorial Hospital for the 2008 Annual Golf Out on Thursday, September 4, 2008 at Kent State University Golf Course. Foursomes, hole sponsors and donations are needed.

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**INCOMING CORRESPONDENCE**

**DISCUSSION**

August 14, 2008

1. August 11, 2008 e-mail from Harold Huff, Water Resources Department regarding a possible pump station site purchase. Does the Board wish to purchase the pump station site for the amount of taxes they've paid since 2002? (Taxes paid prior to the last tax statement were \$ 587.00)/Water Resources Department to get additional information to the Board of Commissioners.
2. August 11, 2008 e-mail from Dave McIntyre, Dog Warden, regarding an Open House on Tuesday, September 9, 2008. Does the Board wish to invite additional attendees/Executive Assistant to prepare the invitation and press release
3. August 12, 2008 e-mail from Lynne Erickson, Regional Planning Commission, requesting an amendment to the agreements to administer the 2006 and 2007 CDBG formula grants/Journal Entry.
4. August 12, 2008 e-mail from Commissioner Frederick regarding fixed assets/Board of Commissioners agreed to meet with the County Auditor.
5. August 12, 2008 e-mail from Commissioner Frederick regarding fixed asset management appraisal services or account services/Board of Commissioners agreed to meet with the County Auditor.
6. August 12, 2008 correspondence from Judge Laurie Pittman to Tim Miller, regarding the entrance gate at the Portage County Courthouse/Clerk to send letter to Judge Pittman that the gate has been repaired.
7. August 12, 2008 memo from Carol Kurtz, Internal Auditor, including a response explaining actions taken to comments and recommendations made by the State Auditor as the result of the 2006 audit/Information only.
8. The next port authority board of director's meeting is Tuesday, September 2, 2008, do the Commissioners have any agenda items/Bill Ulik to attend

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**JOURNAL ENTRIES**

August 14, 2008

1. Board authorization requested to allow the electronic filing of the draft financial status report to the US Department of Justice Program (OJP) for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative for the grant period of March 1, 2008 through June 30, 2008 as requested by Carole Beaty, Family & Community Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.
2. The Board of Commissioners received the Weekly Report of Kennel population for the week ending August 10, 2008 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners acknowledged the receipt of \$350.00 in Court Donations.
3. Board of Commissioners' authorization requested to use the 1<sup>st</sup> floor Administration Building lobby on the first Monday and Tuesday of each month for the distribution of literature for proper food purchaser diet, as presented by the Department of Job and Family Services.
4. Board of Commissioners' authorization requested to have Commissioner Smeiles sign the Ohio Public Works Commission Request to Proceed for the Wastewater improvements RD 22 Project, OPWC Project No. CG20L/CG21L as requested by the Department of Budget and Financial Management.

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**REFERRED**

August 14, 2008

1. August 6, 2008 correspondence from Michael Hiler, Ohio Department of Development, including a Notice of Project Specific Release of Funds Respecting Environmental Grant Conditions for the Caporaletti's Acquisition./Referred to Neighborhood Development Services Inc., Internal Auditor, Department of Budget and Financial Management and Grants Coordinator.
2. The Board of Commissioners received an anonymous packet of information from an unknown citizen regarding the Regional Planning Commission./Referred to Prosecutor's Office.

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**PLEASE ADD TO THE AGENDA**

August 14, 2008

1. DRAFT RESOLUTION: Accept the FY08 Emergency Management Performance Grant (EMPG) award on behalf of the Portage County Office of Homeland Security and Emergency Management/08-0853.
2. DRAFT RESOLUTION presented by the Department of Budget & Finance to amend 07-1213 – agreement with MS Consultants for development of a Storm Water Management Program. Hold for comments from Denise Smith and Mickey Marozzi.
3. PARTA Board Appointment – one vacancy/Bring back next week
4. Discussion – Fixed Assets/Board of Commissioners agreed to meet with the County Auditor

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**INFORMATION ONLY**

August 14, 2008

1. August 8, 2008 memo from the Office of the Ohio Public Defender, regarding the Ohio Public Defender reimbursement.
2. The Board of Commissioners received check no. 10856 dated August 8, 2008 for a public records request by Seamus McMahon, Esq., Moscarino & Treu, LLP regarding Portage County vs. US Bank.
3. The Board of Commissioners received the NewSumma newsletter for Summer 2008 as presented by Summa Foundation.
4. The Board of Commissioners received the August 12, 2008 Traffic Advisory as presented by Ohio Department of Transportation.
5. August 12, 2008 e-mail from Michelle Ripley, Safety/Loss Coordinator, in response to the State Auditor's request for information on capital assets – county vehicles.

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**Journal Entry**

August 14, 2008

Motion by Maureen T. Frederick, seconded by Christopher Smeiles to approve the following actions:

1. The Board of Commissioners authorized the electronic filing of the draft financial status report to the US Department of Justice Program (OJP) for the Arrest Grant No. 2007-WE-AX-0048 for the Advocate, Train & Respond Collaborative for the grant period of March 1, 2008 through June 30, 2008, as presented by Carole

Beaty, Family & Community Services. Documents reviewed by Carol Kurtz, Internal Auditor noting the request appears to be proper and appropriately authorized.

2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending August 10, 2008 as presented by Dave McIntyre, Dog Warden. The Board of Commissioners also acknowledged the receipt of \$350.00 in Court Donations.
3. The Board of Commissioners authorized use of the 1<sup>st</sup> floor Administration Building lobby on the first Monday and Tuesday of each month from 9:00 AM – 10:30 AM for the distribution of literature for proper food purchaser diet, as presented by the Portage County Department of Job and Family Services.
4. The Board of Commissioners authorized Commissioner Smeiles to sign the Ohio Public Works Commission Request to Proceed for the Wastewater Improvements RD 22 Project, OPWC Project No. CG20L/CG21L, as presented by the Department of Budget and Financial Management.
5. The Board of Commissioners signed the Personnel Action form acknowledging the resignation of LeChelle Earle as a CSEA Case Manager for the Portage County Department of Job and Family Services, effective August 22, 2008, as presented by the Interim Human Resources Department Director Jim Manion and approved by the Department of Job and Family Services Director Anita Herington.
6. The Board of Commissioners approved the following Personnel Requisitions, as presented by Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Job & Family Services	CSEA Case Manager (Replacing LaChelle Earle)	JFS G	Post Internally and Externally

7. After meeting today with Interim Human Resources Department Director Jim Manion and CBO Bob Wrentmore, the Board of Commissioners approved the draft Job Description for the new Building Department Surveyor/Field Engineer. The Board of Commissioners noted that the position is classified as a Management 5 (MGT 5)/Management 6 (MGT6), depending on the qualifications of the applicant.
8. In response to The Food, Conservation and Energy Act of 2008, the Ohio Department of Job and Family Services is running a contest to name the new Ohio food stamps program and requested suggestions from Ohio's 88 counties. The Portage County Department of Job and Family Services' Public Assistance Managers selected five finalists from the Portage County submissions.

Today, the Board of Commissioners chose the three top Portage County submissions with the first place winner being submitted to the Ohio Department of Job and Family Services for consideration.

Place	Acronym	Description
First	E.S.O.	Eat Smart Ohio
Second	G.A.I.N.N	Government Assisting Individual Nutritional Needs
Third	S.H.O.P.	Stopping Hunger in Ohio Program

9. The Board of Commissioners approved the request from the Regional Planning Commission and authorized an amendment to both the 2006 and 2007 CDBG Formula Grants for administration costs as follows. The Board of Commissioners agreed that these amendments are contingent upon the submittal of a balanced 2009 budget by the Regional Planning Commission to the Board of Commissioners before October 31, 2008. Regional Planning Commission to prepare the formal contract amendment documents.

<b>Grant Administration</b>	<b>Original Amount</b>	<b>Increase</b>	<b>New Total</b>
2006 CDBG Formula	\$60,000	\$26,310	\$86,310
2007 CDBG Formula	58,300	28,800	87,100

10. After meeting in Executive Session today with Interim Human Resources Department Director Jim Manion and Safety/Loss Control Coordinator Michelle Ripley, the Board of Commissioners authorized CompManagement, Inc. to negotiate a settlement for the following injured workers claims: 01-303391, 99-505623, and 99-512626.
11. After meeting in Executive Session today with Interim Human Resources Department Director/General Services Director Jim Manion, the Board of Commissioners authorized a 5% merit increase for WIC Program Manager Nancy Dailey, effective October 1, 2008, as recommended by Director Manion. The Board of Commissioners noted that this increase is contingent upon the approval of the 2009 WIC Grant.
12. The Board of Commissioners authorized and signed the Payroll Change Authorization form for Portage County Grants Administrator Dan Banks, effective July 1, 2008, as indicated in the March 11, 2008 offer letter to Mr. Banks.
13. On August 5, 2008, the Board of Commissioners Board of Commissioners authorized the renewal of their subscription to the Gateway News for \$21.00 per year beginning August 21, 2008. The Board agreed today to purchase a full year of the Gateway News at a cost of \$42.00.

All in favor, motion carries.

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We do hereby certify that the foregoing is a true and correct record of the Portage County Board of Commissioners' meeting on **August 14, 2008**. There being no further business to come before the Board, it was moved by Maureen T. Frederick, seconded by Christopher Smeiles to adjourn the official meeting at **12:00 PM**. All in favor, motion carries.

Christopher Smeiles, President

Charles W. Keiper II, Vice President

Maureen T. Frederick, Board Member

Deborah Mazanec, Clerk

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