

Thursday, October 23, 2008

The Board of County Commissioners met in regular session on **Thursday, October 23, 2008 at 8:42 AM** with the following members present:

Christopher Smeiles

Maureen T. Frederick

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It was moved by Maureen T. Frederick, seconded by Christopher Smeiles to approve the meeting minutes of the October 21, 2008 meeting. Commissioner Keiper absent, motion carries

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

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JOB & FAMILY SERVICES

Present: Anita Herington, Brian Boykin, Terri Burns

8:43 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 a departmental reorganization. **Also present: JFS Director Anita Herington, Brian Boykin, Terri Burns.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Absent; Maureen T. Frederick, Yea.

Commissioner Keiper attending at 8:44 AM

9:20 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 no action.

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DEPARTMENT OF BUDGET AND FINANCIAL MANAGEMENT

Present: Audrey Tillis, Dan Banks

1. The Director presented the General Fund Contingency Tracker
2. Follow Up Items
 - a. Portage County Community Health Center – Director Tillis noted that the Board of Commissioners committed one-third of the Executive Director’s salary for two years of \$225,000 or \$75,000 over a two year period. The September 25, 2008 Journal Entry must be revised if the county is to release \$45,000 upfront to allow the purchase of small items, which cannot be purchased without a cash flow. Commissioner Keiper noted that Mark Frisone and Dr. Jay Williams now sit on the Health Center Board. The total 2008 commitment by the Board of Commissioners is \$51,500, with \$6,500 already paid to the Center for the Director’s salary. There is only \$23,500 now for cash flow assistance in 2009/Journal Entry

- b. Family & Community Services – Place of Peace Grant Request. The Board of Commissioners approved the request for up to \$15,000 in 2008 to support the Safe Havens program until Mark Frisone can find bridge funds/Journal entry
- c. The Director advised the Board of Commissioners that the Kent Regional Business Alliance Microenterprise Grant must be brought into the county as an RLF. Department of Budget & Finance is working with the Internal Auditor to bring this grant in-house.

The Board of Commissioners asked that Dan Banks prepare a chart listing grants and General Fund support for each grant.

- 3. Pending/Upcoming Budget Adjustments
 - a. Sheriff Union Contract – Audrey Tillis working with Ron Rost regarding Holiday Pay

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**NEIGHBORHOOD DEVELOPMENT SERVICES, INC.
PUBLIC HEARING**

October 23, 2008
Convened: 9:50 AM

Present: Commissioners Smeiles, Keiper and Frederick; Neighborhood Development Services representatives Jen King and Jim Shank; Portage County Grants Administrator Dan Banks; Mike Sever, Record Courier; Deborah Mazanec, Clerk

I. INTRODUCTION

Jen King of Neighborhood Development Services stated that the Economic Development RLF is down enough to allow an application for new funds. Ms. King introduced the project, noting that this is the second public hearing for County Fire Protection, Inc.

II. REVIEW OF PROGRAM

Jim Shank of Neighborhood Development Services advised that County Fire Protection, Inc. was originally founded in 1999 in Stow, Ohio as Summit County Fire Protection. The name was changed to reflect their expanding service area.

County Fire Protection, Inc. has added a wide range of services to include fire extinguisher serve, fire alarms, sprinkler/fire pumps, emergency lights, fire department ground ladder testing, DOT hydrostatic testing, FM200/Halon/CO2 Systems, Security/Access Controls and opened a Marine Division.

The company moved to Tallmadge in 2001, purchasing a 5400 square foot facility on Geneva Avenue in 2003. They also opened a facility in Toledo, Ohio. The company has outgrown the current facility. The real estate will be held in the name of Geneva Avenue Real Estate, LLC but the loan will be in the name of County Fire Protection, Inc. with Geneva Avenue Real Estate, LLC and John Lubinsky as guarantors.

County Fire Protection, Inc. has entered into a purchase agreement for a new facility at 4620 Crystal Parkway in Brimfield Township. The purchase price is \$530,000 and financing, subject to appraisal, is in place with Valley Savings Bank for \$2387,500. County Fire Protection, Inc. is seeking \$238,500 in CDBG funding for a 20 year term at 2.5%.

Mr. Shank added that the company now employs 12.5 people and plans to add another seven (7) jobs over the next few years, making a total of 19.5 new jobs for Portage County.

III. QUESTIONS AND COMMENTS

- Commissioner Smeiles asked if the owner was signing personally. Mr. Shank responded that County Fire Protection, Inc. will provide \$53,000 in cash equity.
- Commissioner Keiper asked if the new facility falls within a JEDD area. Mr. Shank responded that he believed that it did.

Hearing no further comments, the public hearing adjourned at 9:56 AM.

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Neighborhood Development Services noted that there is no Board action required today. They will bring back the application for Board review and approval.

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INTERNAL SERVICES

Present: JoAnn Townend, Eric Droll, Ron Bassak, MECCON, Inc.

DISCUSSION

Prosecutor's Office

Mr. Droll and Mr. Bassak attending today to discuss the ongoing issue of the additional costs associated with the Prosecutor's new facility in Ravenna.

The Board of Commissioners sent a letter to Ravenna City Mayor Kevin Poland requesting reimbursement of \$8,680.69 for mobilization, demobilization and additional materials for the installation of a water line for the new facility in the amount of \$7,654.31 with an additional \$1,026.58 for traffic control labor. The Board noted that the contracted moved forward with the project with city approval, which was later rescinded. Mayor Poland responded to the Board requesting a meeting to discuss the issue. Mr. Droll noted that the city was represented in construction status meetings, especially in the planning stages, by a variety of city officials including Fire Chief Cleveland and George Paige.

Mr. Bassak noted that City Engineer Mark Bowen approved the tap on one day and then withdrew the approval the next day, because he was not comfortable with the tap. Mr. Bowen wanted the contractor to remove a section of the sewer line, take out the hub, and install a tap in T. The county took out the repair coupling, which improved and enhanced the city's infrastructure.

Mr. Droll noted that once the city gave permission, Mr. Bassak mobilized the sub-contractor to begin the project. The parts that they had purchased to complete the project had to be returned and the sub-contractor called off, all of which take time.

Commissioner Keiper stated that the issue is not the money but the City Engineer changing his mind or withholding approvals for county project. Mr. Droll responded that the City Engineer would have not known that the situation was such that the project would change. Once the hole was open, the Engineer should have immediately realized that the project would have to be changed.

Architect Droll added that his job is to keep the Board of Commissioners notified of change orders and why they have occurred.

The Board of Commissioners agreed that Architect Droll should send them another memo detailing the facts prior to the Board of Commissioners meeting with the Mayor to discuss how to move ahead.

Prosecutor’s Office Cleaning

JoAnn Townend advised that York Building Maintenance has reduced their cleaning cost from \$2,400 per month to \$1,600 per month or \$19,200 per year. The Prosecutor has indicated his concern with using outside staff due to the confidential nature of documents in those offices. JoAnn Townend to contact Victor Vigluicci and advise him that the cleaning company employees all undergo a background check and also clean the Portage County Courthouse in Ravenna, as well as the Juvenile Detention Center.

RESOLUTIONS

- 1. Enter into amendment #3 with Group One Development LLC to provide succession planning & management team building services./08-1057
- 2. Enter into amendment #2 with Qualcare LLC dba Home Instead Senior Care for home health services./08-1058
- 3. Enter into a memorandum of understanding with Childtime Childcare Inc. for early learning initiative services for JFS./08-1059

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HUMAN RESOURCES - Cancelled

- 1. Request signature on Unum offer letter/Journal Entry

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10:45 AM Board of Commissioners recessed

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WILLIS GROUP/HUMAN RESOURCES

Present: Commissioners Smeiles and Frederick, Vicki Steiner, Willis Group
Commissioner Keiper telephoned into the meeting

Luncheon Meeting to discuss 2009 Employee Health Benefits

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3:20 PM Board of Commissioners reconvened

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RESOLUTION No. 08-1052 - 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 October 23, 2008 in the total payment amount of **\$607,817.42 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. 08-1053 - 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 October 23, 2008 in the total payment amount as follows:

- 1. \$165,160.20 for Medical Mutual Claims-Fund 7101; 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, October 24, 2008 \$ 165,160.20

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. 08-1054 - 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:

10/22/08	1081	\$ 109,485.39
10/22/08	1082	41,779.32
Total		\$ 151,264.71

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. 08-1055 - 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 process of collection to the credit of an appropriate fund free from any previous encumbrances (Then and Now Certification), and

WHEREAS, the Then and Now Certification is recommended by the State Auditor's Office, the Portage County Auditor's Office, and the Portage County Prosecutor's Office, and

WHEREAS, a listing of expenditures, attached hereto as Exhibit "A" and incorporated herein by reference, has been certified by the County Auditor according to Ohio Revised Code section 5705.41 (D)(1); now therefore be it

RESOLVED, that the expenditures listed herein are properly certified by the County Auditor in the amount of **\$60,799.85** as set forth in Exhibit "A" dated **October 23, 2008** shall be paid; 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. 08-1056

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RE: ACCEPT THE 2008-2009 CRIME VICTIMS ASSISTANCE OFFICE OF THE ATTORNEY GENERAL OF OHIO. (CONTINUATION PROGRAM) GRANT FOR THE PORTAGE COUNTY PROSECUTOR.

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 adopted Resolution 08-0692, which authorized the application to the Crime Victims Assistance Office of the Attorney General of Ohio, to fund four (4) positions:

1. The continuation of funding for the Victim/Witness Assistance Office Director with the grant portion salary of \$17.28/hour
2. The continuation of funding for the full-time Administrative Assistant in the Notification program, with the grant portion salary \$10.22/hour

WHEREAS, an agreement between the parties was entered into and known as Portage County Contract No. 20070270 (the “Original Contract”) on April 19, 2007 by Resolution No. 07-0364 to provide succession planning and management team building services to the Portage County Department of Job and Family Services; and

WHEREAS, an Amendment No. 1 was entered into on January 24, 2008 through Resolution No. 08-0019; and

WHEREAS, an Amendment No. 2 was entered into on May 27, 2008 through Resolution No. 08-0413; 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 Group One Development, LLC to extend the term of the Original Contract for a period from October 1, 2008 through February 28, 2009, at no additional 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 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. 08-1058 - RE: ENTER INTO AMENDMENT NO. 2 BETWEEN THE BOARD OF COMMISSIONERS, THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND QUALCARE, LLC DBA HOME INSTEAD SENIOR CARE TO PROVIDE 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. 20070393 (the “Original Contract”) on October 18, 2007 by Resolution No. 07-0991 to provide Home Health Services for citizens under the Adult Protective Service, who are residents of Portage County; and

WHEREAS, an Amendment No. 1 was entered into on June 19, 2008 through Resolution No. 08-0508; 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, the Department of Job & Family Services and QualCare, LLC dba Home Instead Senior Care to extend the agreement one (1) additional year from October 1, 2008 to September 30, 2009; and be it further

RESOLVED, Home Health Services shall be rendered at a rate no more than Nineteen and 00/100 dollars (\$19.00) per hour, not to exceed two thousand six hundred thirty-one and one half (2,631.5) units; and be it further

RESOLVED, that the total amount of this Agreement shall not exceed Forty-nine thousand nine hundred ninety-eight and 50/100 dollars (\$49,998.50); and be if 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. 08-1059

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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 CHILDTIME CHILDCARE, 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 Childtime Childcare, 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 Childtime Childcare, 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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RESOLUTIONS

October 23, 2008

1. Approval of Meeting Minutes from the October 21, 2008 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./08-1052
3. Approve the wire transfer as presented by the County Auditor./08-1053
4. Approve the Journal Vouchers as presented by the County Auditor./08-1054
5. Approve the Then & Now as presented by the Portage County Auditor./08-1055
6. Accept the 2008-2009 Crime Victim Assistance Office of the Attorney General of Ohio (Continuation Program) Grant for the Portage County Prosecutor./08-1056

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INVITATIONS/MEETING NOTICES

October 23, 2008

1. Invitation from the Portage Park District for The PORTAGE Hike & Bike Trail Lake Rockwell Rd. to Crain Ave., Kent Dedication, Saturday, November 1, 2008, 10:00 AM.
2. Invitation from the Ohio Council of County Officials for the OCCO Seminar and Luncheon Wednesday, November 12, 2008, 12:00-1:00 PM, Statehouse Atrium, Columbus.
3. Invitation from the Labor Arbitration Institute for the 9th Annual National Institute on Labor Law & Labor Arbitration, Sunday-Tuesday, February 8-10, 2008, Miami, Florida.
4. Invitation from Portage Soil & Water Conservation District for the 62nd Annual Banquet on Thursday, November 6, 2008, Maplewood Career Center, Ravenna.
5. Invitation from Buckingham, Doolittle & Burroughs, LLP for the Intellectual Property, Trade Secrets & Document Retention seminar on Wednesday, November 18, 2008, Holiday Inn Rockside, Independence.

a 90 day construction period for the Portage Private Industry Council Head Start Project as requested by the Regional Planning Commission.

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REFERRED

October 23, 2008

1. October 17, 2008 correspondence from Joseph Hadley Jr., NEFCO, including an invoice for second half fiscal year 2009 dues assessment. Forwarded to Water Resources Department for payment.
2. The Board of Commissioners received a Notice of (1) Establishment of March 31, 2008 as the absolute final bar date; (2) Bar and foreclosure of all unspecified and future claims after absolute final bar date; (3) liquidator's determination not to exercise discretion to accept late-filed claims after absolute final bar date as presented by the Office of the Ohio Insurance Liquidator. Forwarded to Internal Services and Prosecutor's office.

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INFORMATION ONLY

October 23, 2008

1. The Board of Commissioners received the Portage County District Library meeting minutes from September 18, 2008.
2. October 17, 2008 correspondence from David Noble, Lake Metroparks, regarding Orchard Hills Acquisition.
3. The Board of Commissioners received the PCHS Newsletter for September 30, 2008 as presented by the Portage County Historical Society.
4. October 16, 2008 correspondence from Citizens for the Portage Park District, regarding Issue 32.
5. October 16, 2008 correspondence from Robert Varley, Dominion East Ohio gas, regarding annual revenue increase.
6. October 21, 2008 e-mail from Jennifer Natale, Aurora Chamber of Commerce, regarding sponsorship opportunities.
7. October 20, 2008 e-mail from the Kent Area Chamber of Commerce, regarding upcoming Chamber events and Tree City Awards Nomination form.

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Journal Entry

October 23, 2008

Motion by Charles W. Keiper II, seconded by Maureen T. Frederick to approve the following actions:

1. In accordance with the Ohio Revised Code Section 325.33, the Board of Commissioners signed the Certificate of Title Administration Fund indicating that excess funds for the year 2007 in the amount of \$50,000 will be paid into Fund 0001 from Fund 1001, Org. 10015017, Object 704000 to Org. 00100001, Object 153300, as presented by Portage County Clerk of Courts Linda Fankhauser. Forwarded to the Department of Budget & Finance.

2. The Board of Commissioners acknowledged the receipt of the Weekly Report of Kennel population for the week ending October 12, 2008, as presented by Dave McIntyre, Portage County Dog Warden. The Board of Commissioners acknowledged the receipt of \$150 in Court Donations.
3. The Board of Commissioners authorized payment of the September 30, 2008 Christley, Herington, Pierce invoice #29687, for professional services rendered as follows:

Portage County Sheriff/Dispatch Negotiations 1999	\$ 175.00
Portage County Sheriff/Corrections Officer Negotiations 1999	\$ 175.00
Portage County Sheriff/Miscellaneous	\$ 251.75
Portage County Sheriff/'08 Negotiations	<u>\$1,363.75</u>

Total **\$1,965.50**

4. The Board of Commissioners authorized the Portage Park District to display a notice detailing the November 1, 2008 dedication of the final section of The PORTAGE Hike and Bike Trail connecting Ravenna to Kent on the Portage County Administration Building 1st Floor lobby bulletin board.
5. The Board of Commissioners signed the October 23, 2008 correspondence to the Ohio Department of Development, requesting an extension until January 31, 2009 for the 2007 Formula Grant, which is needed based on a 90 day construction period for the Portage Private Industry Council Head Start Project, as presented by the Regional Planning Commission.
6. The Board of Commissioners signed the Personnel Action Form acknowledging the voluntary resignation of Traci M. Larlham as an Employment Services Counselor for the Portage County Department of Job and Family Services, effective October 31, 2008, as presented by the Interim Human Resources Department Director Jim Manion and approved by Department of Job and Family Services Director Anita Herington.
7. The Board of Commissioners signed the Personnel Action Form authorizing the transfer within the Department of Job and Family Services for Holly Rhodes from Income Maintenance Worker 3 to Income Maintenance Worker 3 (replacing Sheila Stiles in this lateral move between units) for the Portage County Department of Job & Family Services, effective November 3, 2008, as presented by Human Resources Department and approved by Department of Job & Family Services Director Anita Herington.
8. The Board of Commissioners approved the following Personnel Requisitions, as presented by the Portage County Human Resources Department and approved by Department of Job & Family Services Director Anita Herington:

DEPARTMENT	JOB TITLE	GRADE	ACTION
Department of Job and Family Services	Social Services Worker 3 Family Intervention Unit (Replacing Sara Nyitray)	JFS J	Post Internally and Externally

9. The Board of Commissioners accepted the recommendation of Eileen Stiffler, Regional Planning Commission Community Development Specialist, and authorized the replacement of additional sidewalks in the Maple Grove area of Windham Village, using the remaining budget in the 2007 Formula grant. The Board of Commissioners noted that the original project cost estimate was \$60,000 with the project bid coming in at \$36,000.
10. On October 9, 2008, the Board of Commissioners accepted the Willis Group recommendation and authorized the Human Resources Department to work with the Portage County Auditor to begin the

process of allowing access to Portage County employees with the Unum Programs for Accident Insurance and Critical Illness. As presented, this program, effective January 1, 2009, would be offered to employees as a voluntary employee paid benefit through an after-tax payroll deduction. Today, the Board of Commissioners signed the Unum offer letter, as presented by the Portage County Human Resources Department.

11. On June 19, 2007, the Board of Commissioners agreed by Journal Entry to fund the commitment of payment of up to \$37,500 per year (not to exceed \$75,000 over a two year period) for a full-time Executive Director for the Portage County Community Health Center (now known as Akron Community Health Resources) from the General Fund Contingency Fund for 2007 and as an Annual Contribution in 2008.

On September 25, 2008, the Board of Commissioners authorized a commitment not to exceed \$45,000.00 to Robinson Memorial Hospital for Portage County's share for IT, phone systems and medical equipment for the Akron Community Health Resources (Portage County Community Health Clinic), as presented by Stephen Colecchi, President & CEO of Robinson Memorial Hospital. This commitment is funded by a reallocation of the commitment made on June 19, 2007, which is no longer required.

Today, the Board of Commissioners agreed that the \$45,000 should be released to Akron Community Health Resources (Invoice dated October 7, 2008) for start up costs.

The Board of Commissioners noted that Portage County has spent approximately \$6,500 to date on the salary expense and obligated \$45,000 for start up expenses bringing the total expended to \$51,500, leaving another \$23,500 of Board of Commissioners' funds available to help with cash flow. The Board of Commissioners agreed that they would release those funds after January 1, 2009.

12. After meeting with Portage County Judge Giulitto, Family & Community Services (F&CS) Executive Director Mark Frisone and staff on October 21, 2008, the Board of Commissioners agreed to provide up to \$15,000 in support for the remainder of 2008 for the Place of Peace – Safe Havens Program, allowing the program to continue until Director Frisone can locate replacement funding. The Board of Commissioners will reimburse Family & Community Services on a monthly basis for expenses incurred for supervision. The Commissioners' reimbursement of \$7,500 for each of the months will be net of other contributions and program income received for these services.

The Board of Commissioners noted that the Safe Havens Program used federal funding to provide a safe place for the exchange of children. The grant for \$130,000/year has been in place for the past five years and was not funded for the 2009 grant period. The Board further noted that the federal government may allow the county to reapply in 2009 for these federal funds if the county can show that the intent is to keep the program in place.

13. On January 4, 2005, the Board of Commissioners adopted a Journal Entry approving a **Public Comment Request Form**, which details the process for those wishing to address the Board of Commissioners during their 9:30 AM public comment period scheduled for most Commissioners' meeting days. Today, the Board of Commissioners reconfirmed their approval of this form and process.

The Commissioners further agreed that, while the public is welcome to attend all open meetings, video cameras will not be allowed to operate in the Commissioners' Board Room.

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 **October 23, 2008**. There being no further business to come before the Board, it was moved by Charles W. Keiper II, seconded by Maureen T. Frederick to adjourn the official meeting at 3:25 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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