

Thursday, October 1, 2009

The Board of County Commissioners met in regular session on **Thursday, October 1, 2009 at 9:45 AM** with the following members present:

Charles W. Keiper II

Maureen T. Frederick

Christopher Smeiles

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It was moved by Christopher Smeiles, seconded by Maureen T. Frederick to approve the meeting minutes of the September 29, 2009 meeting. All in favor, motion carries

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

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DEPARTMENT OF BUDGET & FINANCIAL MANAGEMENT

Present: Audrey Tillis

Regional Planning Commission

The Director noted that the Regional Planning Commission has requested a deferment of their \$8,000 cash advance until 2010 and that the 2008 cash advance of \$5,331 be applied to the overage or deferred until 2010, as well. She added that the county contributes about 50% of Regional Planning Commission’s revenues at a little over \$200,000. The Regional Planning Commission has asked for a cash advance of the NSP funds, repayable next year. This will make a full cash advance for the NSP a problem. She recommended a \$10,000 cash advance for the NSP funds with a payback in 2010. The Director noted that the Building Department will need funds for their utility lines – and that she is “juggling” within the fund

The Board of Commissioners has asked the Water Resources Department and Storm Water Program to each pay \$7500 and \$7500 for storm water and sewer issues.

Commissioner Smeiles stated that the good news is that at least two Portage County cities are considering participating in the Regional Planning Commission.

Commissioner Frederick stated that there must be a way to make certain that the Regional Planning Commission overages stop. Director Tillis noted that she spoke with Regional Planning Commission staff yesterday who explained that they do not want to send grant funds back to the state so they bring back purchases and project additions to use the grant funds, which sometimes cause overages. The Board of Commissioners agreed that the practice of paying overages must stop. They remembered that the Regional Planning Commission Director came to the Board of Commissioners this spring to let them know of the overages.

The Commissioners agreed that the county will upfront the NSP expenses, and defer the \$8,000 and \$5,331 until 2010. Commissioner Smeiles stated that he told the Regional Planning Commission last year that the 2009 budget projections did not work and he was correct. The 2010 Regional Planning Commission budget does not work since revenues are down. The certification is overestimated – they need to make some cuts. The Board values the partnership with the Regional Planning Commission but cannot continue to support them.

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INTERNAL SERVICES

Present: JoAnn Townend

Discussion

1. Maximus has reported that the Sheriff's detail costs should pay at \$50.59/hour. The Director advised that she has not seen an agreement for Sheriff's details this year. JoAnn Townend to find the agreement drafted by the Prosecutor and check with the Sheriff to determine if he is providing these services.
2. The Board of Commissioners has asked the Director to carefully review Purchase Orders coming in during the 4th Quarter for the General Fund.

Resolutions

1. Enter into amendment no. 3 with Family & Community Services to provide senior track case management services through Nov. 30, 2009 for JFS/09-0912.
2. Authorize payment of claim on release for Dale & Barbara Allen to C & D Plumbing/09-0913.

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HUMAN RESOURCES

Present: Karen U'Halie; Kelly Engelhart; Health Department, Director of Nursing

1. Exemption of the Health Benefit Plan of Portage County from certain HIPAA requirements [Resolution needed]/09-0914
2. CORSA Member Voting Designation Form/[Journal Entry
3. Resolution to add temporary addendum to the Commissioners' Personnel Policy Manual/09-0916
4. The Director reported that in response to the Amnesty Letter, six dependents have been dropped from the Health Plan
5. The Director and DON presented the recommendation from the H1N1 Advisory Committee that the Maintenance Department purchase 77 dispensers for daily hand sanitizing, 100 refills for the dispensers and 200 4 oz bottles of hand sanitizer, and 50 containers of disposable wipes at a total cost of \$1,550. The Board of Commissioners noted that the items should be in place at all county owned facilities by Friday, October 9, 2009/Journal Entry
6. The Board of Commissioners discussed the exclusive use of Room #359 as the H1N1 Departmental Operating Area (DOP)/Journal Entry

10:55 AM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss a compensation issue. **Also present: Human Resources Department Director Karen U'Halie, Kelly Engelhart; Health Department, Director of Nursing.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

11:05 AM PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move 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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11:05 AM Board of Commissioners recessed to the Solid Waste Management District meeting

11:12 Am Board of Commissioners reconvened

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11:18 AM Lunch Recess

1:15 PM Board of Commissioners reconvened

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1:15 PM In accordance with the Ohio Rev. Code Ann. (121.22(G)(1), it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move into executive session to discuss labor issues. **Also present throughout the Executive Session: Human Resources Department Director Karen U'Halie, Dog Warden Dave McIntyre, Water Resources Department Director Harold Huff, CBO Bob Wrentmore, General Services Director Jim Manion, Union Representative Chris Pavone.** Roll call vote: Christopher Smeiles, Yea; Charles W. Keiper II, Yea; Maureen T. Frederick, Yea.

2:10 PM Upon conclusion of the above referenced discussion, it was moved by **Christopher Smeiles**, seconded by **Maureen T. Frederick** that the Board of Commissioners move 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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INTERNAL SERVICES DIRECTOR

Present: JoAnn Townend

The Director attending to present an Agreement for Patrol Time between the Portage County Sheriff, the Board of Commissioners and Village of Sugar Bush Knolls, which the Sheriff would like signed today. The Board of Commissioners agreed that this agreement is not in the approved format and the hourly reimbursement is not the amount suggested in the recent Maximus report. Director Townend will contact Dennis Missimi and the Village to advise of the issues regarding this agreement. The Clerk will draft a letter to the Prosecutor asking for a legal opinion as to how these agreements for should be processed. The Director noted that the Sheriff has collected \$12,279.30 in detail payments in 2009.

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RESOLUTION No. 09-0904 - RE: BILLS APPROVED AND CERTIFIED TO THE PORTAGE COUNTY AUDITOR FOR PAYMENT.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0911

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RE:

ACCEPT THE OHIO OFFICE OF JUSTICE PROGRAMS BUREAU OF JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR GRANT YEAR FY 2009 [2009 EDWARD BYRNE MEMORIAL BYRNE DISCRETIONARY GRANTS PROGRAM].

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS, the Edward Byrne Memorial Justice Assistance Grant Program will allow states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. The Justice Assistance Grant (JAG) Program replaces the Byrne Formula and Local Law Enforcement Block Grant (LLEBG) programs with a single funding mechanism that will simplify the administration process for grantees; and

WHEREAS, the City of Kent and Portage County Board of Commissioners agreed to submit a joint electronic application for JAG funds and the Board of Commissioners adopted Resolution 09-0615 on July 2, 2009 authorizing that application; and,

WHEREAS, on July 2, 2009, the Board of Commissioners further authorized Commissioner Charles W. Keiper II or his designee to sign the 2009 Edward Byrne Memorial Byrne Discretionary Grants Program Inter-local Agreement for Grant Award Number 2009-DJ-BX-1192 between the Portage County Board of Commissioners and the City of Kent, which details the division of funds of \$7,173.00 to the City of Kent by Portage County and use of the remaining \$4,000.00 by Portage County; now therefore be it

RESOLVED, that the Board of Portage County Commissioners accepts the Ohio Office of Justice Program Award for Grant Award Number 2009-DJ-BX-1192 for \$11,173.00 for the grant period October 1, 2009 through September 30, 2011, **with no local match**; and be it further

RESOLVED, that the Board of Commissioners authorizes Commissioner Charles W. Keiper II to sign the grant acceptance document; 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0912

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RE:

ENTER INTO AMENDMENT NO. 3 BETWEEN THE PORTAGE COUNTY BOARD OF COMMISSIONERS ON BEHALF OF THE PORTAGE COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND FAMILY & COMMUNITY SERVICES, INC. TO PROVIDE SENIOR TRACK CASE MANAGEMENT SERVICES.

It was moved by Christopher Smeiles, 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. 20070419 (the "Original Contract") on November 6, 2007 by Resolution No. 07-1064 to provide Senior Track Case Management Services for senior citizens under Adult Protective Services, who are residents of Portage County; and
- WHEREAS,** an Amendment No. 1 was entered into on September 23, 2008 through Resolution No. 08-0928; and
- WHEREAS,** an Amendment No. 2 was entered into on October 21, 2008 through Resolution No. 08-1021; and
- WHEREAS,** the parties desire to amend the Original Contract to continue such services; now therefore be it
- RESOLVED,** that the Portage County Board of Commissioners does hereby agree to enter into Amendment No. 3 between the Board of Commissioners on behalf of the Portage County Department of Job & Family Services and Family & Community Services, Inc. to extend the agreement two (2) additional months from October 1, 2009 to November 30, 2009; and be it further
- RESOLVED,** that the parties agree to increase the Senior Track Case Management Services agreement by Forty-five thousand and 00/100 dollars (\$45,000.00) and that the total amount of this Agreement shall not exceed One hundred eighty thousand eight and 97/100 dollars (\$180,008.97); 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:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0913

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RE:

AUTHORIZE PAYMENT OF CLAIM ON RELEASE FOR DALE AND BARBARA ALLEN TO C & D PLUMBING.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS,

Dale and Barbara Allen are the owners of real property located at 3996 Sappwood Drive in Rootstown Township, Portage County, Ohio and

WHEREAS,

Dale and Barbara Allen claim repairs were made by C & D Plumbing of Chippewa Lake due to Water Resources capping a service line at the residence located at 3996 Sappwood Drive, Rootstown Township on July 1, 2008; now therefore be it

RESOLVED,

that the Portage County Board of Commissioners authorizes payment of the claim on the release for Dale and Barbara Allen, 3996 Sappwood, Rootstown Township, Ohio 44272, to C & D Plumbing of Chippewa Lake in the amount of Five hundred fifty and 00/100 Dollars (\$550.00); and be it further

RESOLVED,

that the Board of Commissioners finds and determines that all formal actions of this Board concerning end 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 an meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote as follows:

Charles W. Keiper II, Yea;

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

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RESOLUTION No. 09-0914

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RE:

DECLARE THE PORTAGE COUNTY SELF-INSURED EMPLOYEE HEALTH BENEFIT PLAN EXEMPT FROM THE HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA) FOR PLAN YEAR 2010.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following resolution is adopted:

WHEREAS,

the Health Insurance Portability and Accountability Act (HIPAA) regulates employer health care plans in a manner designed to ensure health care access, portability and renewability; and

WHEREAS,

a state or local governmental employer that sponsors a self-insured health care plan may elect to exempt its self-insured plan from all or some of the requirements of the

HIPAA law and the requirements of Michelle’s Law, by filing an exemption document with the Health Care Financing Administration (HCFA) prior to the start of the plan year to be effective for that plan year; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby elect to exempt the Portage County Self-Insured Employee Health Benefit Plan from all of the requirements of the HIPAA law, other than the requirement that a certificate of coverage be issued to individuals who lose coverage under the Plan; and be it further

RESOLVED that the Board of Portage County Commissioners does hereby elect to exempt the Portage County Self-Insured Employee Health Benefit Plan from the requirements of Michelle’s Law; and be it further

RESOLVED, that the Board of Commissioners hereby agrees to file with HCFA, the appropriate exemption document to include all specifications in HCFA regulations prior to the start of the plan year effective January 1, 2010; and be it further

RESOLVED, that the Board of Commissioners agrees to sign the election document; 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:

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

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RESOLUTION No. 09-0915 - RE: ENTER INTO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH RALPH MEGARGEL FOR LEGAL REPRESENTATION.

It was moved by Christopher Smeiles, seconded by Maureen T. Frederick that the following Resolution be adopted:

WHEREAS, the Portage County Prosecutor’s Office has advised the Board of Commissioners that, pursuant to Revised Code 2744.07, the county may provide a defense for an employee who was acting within the scope of his employment; and

WHEREAS, the Portage County Board of Commissioners desires to provide legal counsel for Portage County Clerk of Courts Linda Fankhauser in the matter of *Judge John Plough – Disciplinary Counsel*; now therefore be it

RESOLVED, that the Board of Portage County Commissioners does hereby authorize **payment of invoices submitted by Attorney Ralph Megargel, 213 South Chestnut Street, Ravenna, Ohio 44266** for services provided for legal representation for Portage

leave in accordance with guidance from the CDC.
<http://www.cdc.gov/h1n1flu/business/guidance/>

- g. Closing of schools due to an H1N1 outbreak
- h. Public transportation closures if relevant to employee
- j. Community containment measures

If an employee exhibits the above-mentioned symptoms, it should promptly be suggested to them that they go home and not risk infecting their co-workers. Employees who were previously ill should be advised that they can return to work when they are considered no longer infectious. That is, when fever is gone for at least 24 hours without the use of fever-reducing medications such as Tylenol, as defined by the CDC.

http://www.cdc.gov/h1n1flu/guidelines_infection_control.htm

;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:

Maureen T. Frederick, Yea;

Christopher Smeiles, Yea;

Charles W. Keiper, Yea;

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RESOLUTIONS

October 1, 2009

1. Approval of Meeting Minutes from the September 29, 2009 regular Board Meeting as presented.
2. Approve the Bills as presented by the County Auditor and reviewed by the Internal Auditor./09-0904
3. Approve the wire transfer as presented by the County Auditor. /09-0905
4. Approve the Journal Vouchers as presented by the County Auditor./09-0906
5. Approve Then & Now as presented by the County Auditor./09-0907
6. Resolution presented by the County Engineer to approve specifications for 5,000 tons of #9 gravel for use by the Engineer and set the date and time for receiving bids./09-0908
7. Resolution presented by the County Engineer to accept the bid of Cleveland Freightliner and authorize the execution of a contract to purchase two heavy duty single axle road maintenance trucks./09-09-0909

8. Resolution presented by the Grants Administrator to accept the Ohio Department of Development, Office of Housing and Community Partnerships 2009 CDBG Small Cities Formula Allocation Community Development Funds. /09-0910
9. Resolution presented by the Grants Administrator to accept the Ohio Office of Justice Programs Bureau of Justice Assistance Grant (Jag) Program disparate funding. /09-0911

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INVITATIONS/MEETING NOTICES

October 1, 2009

1. Notice of the Sunday, October 11, 2009 Issue 2 Rally/Ice Cream Social from 3-5 PM in Louisville, as presented by the County Farm Bureau.
2. Notice of the Ravenna Chamber of Commerce Business After Hours on Wednesday, October 7, 2009 from 5-7 PM at the Maplewood Career Center.
3. Invitation from the Western Reserve Resource Conservation & Development Council to the next meeting on Thursday, October 8, 2009 from 9:00 AM – Noon in Niles.

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INCOMING CORRESPONDENCE

DISCUSSION

October 1, 2009

1. Invitation from the Portage County Educational Service Center Steering Committee to the next meeting on Tuesday, October 20, 2009 from 8:00 AM – 9:30 PM. Commissioner Smeiles attended the August 11, 2009 meeting/The Board of Commissioners agreed that the Executive Assistant and Department of Economic Development Director should attend this meeting. Commissioner Smeiles will contact the Directors to discuss this meeting.
2. Request by CSEA Staff at the Riddle Block for clarification of the Commissioners’ Solicitation Policy. Does the Board of Commissioners authorize signage at that location advising of the No Solicitation Policy/The Board of Commissioners agreed to get pricing for signage on glass doors and stand alone to be hung for all county buildings in accordance with their policy.

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PLEASE ADD TO THE AGENDA

October 1, 2009

1. Resolution to authorize hire of Attorney Ralph Megargel to represent Clerk of Courts Linda Fankhauser in the Judge John Plough – Disciplinary Counsel matter. Portage County Prosecutor Vigluicci will send a letter to the Board of Commissioners disqualifying his office from representation/09-0915. The Board of Commissioners noted that Prosecutor Vigluicci has advised them that he intends to disqualify his office from representation even though that correspondence has not yet arrived.

2. Homeland Security and Emergency Management Office Director Jon Barber requests Board decision regarding the use of the JFS Conference Room #359 for the DOP for the H1N1 event/Journal Entry.
3. The Board of Commissioners received the October 1, 2009 Closing Memo from George K Baum & Company for the Portage County, Ohio BAN that closes today, October 1, 2009.
4. September 30, 2009 email from Christine Craycroft advising the Board of Commissioners that the ODNR did not choose the Park District's Berlin Lake Trail project for funding/Information only

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JOURNAL ENTRIES

October 1, 2009

1. Appointment of Commissioner Keiper as the Board of Commissioners' agent and proxy in all matters to be transacted at the November 13, 2007 NOPEC General Assembly meeting.
2. The Board of Commissioners received the Portage County Dog Warden's Weekly Report for the week ending September 27, 2009 advising of \$150 in Court Donations and \$954.25 in license sales, as presented by Dog Warden Dave McIntyre.
3. The Portage County Veteran Services Office requests authorization to use their offices for a Commission meeting on October 26, 2009 from 4:30 – 7:00 PM.
4. The Board of Commissioners received the September 29, 2009 Amended Certification of Estimated Resources, as presented by the Portage County Budget Commission.
5. The Board of Commissioners authorized EMA Director Jon Barber to sign the FY 08 EMPG Grant Reimbursement for the 4th Quarter of the Grant. Dan Banks reviewed the documents noting that the request appears to be proper and appropriately authorized.

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REFERRED

October 1, 2009

1. Invitation to the Eagle Court of Honor for Michael Swaisgood, Boy Scout Troop #259, on Saturday, November 7, 2009. Forwarded to the Executive Assistant to prepare the letter of commendation. The Board of Commissioners cannot attend this event.

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INFORMATION ONLY

October 1, 2009

1. September 25, 2009 correspondence from Matt Testa of Builders Diversified complimenting a Building Department employee and the CBO for recent good service.
2. September 24, 2009 correspondence from the Mantua Township Zoning Commission to Judge Pittman regarding the Judge's decision to reject the petition to create a conservancy district.

3. The Greater Akron Chamber presents the *2009-2010 Greater Akron Relocation Guide* and the *30 for the Future* supplement.

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Journal Entry
October 1, 2009

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

1. The Board of Commissioners appointed Commissioner Charles W. Keiper II as its agent and proxy in all matters to be transacted at the November 10, 2009 NOPEC General Assembly meeting.
2. The Board of Commissioners acknowledged the receipt of the Portage County Dog Warden's Weekly Report for the week ending September 27, 2009 advising of \$150 in Court Donations and \$954.25 in license sales, as presented by Dog Warden Dave McIntyre.
3. The Board of Commissioners approved the Portage County Veteran Services Office request for authorization to use their offices for a Commission meeting on October 26, 2009 from 4:30 – 7:00 PM.
4. The Board of Commissioners acknowledged the receipt of the September 29, 2009 Amended Certification of Estimated Resources, as presented by the Portage County Budget Commission.
5. The Board of Commissioners authorized EMA Director Jon Barber to sign the FY 08 EMPG Grant Reimbursement for the 4th Quarter of the Grant. Grants Administrator Dan Banks reviewed the documents noting that the request appears to be proper and appropriately authorized.
6. The Board of Commissioners agreed to co-host a breakfast event for AMATS communities with PARTA and the Portage County Engineer to welcome the new AMATS Director Jason Segedy. The Board of Commissioners agreed to spend up to \$100 for the event at the PARTA facility, as authorized by Resolution 09-0024.
7. The Board of Commissioners authorized the exclusive use of the Department of Job & Family Services Conference Room (Room #359) for the next six months as the Departmental Operations Center for the anticipated H1N1 event. The Board of Commissioners agreed that the Department of Job & Family Services will continue to pay rent for that space (\$14.08/square foot) in accordance with the Cost Allocation Report Plan and that the Health Department will fully reimburse the Department of Job & Family Services using grant dollars, once they vacate the area. The JFS Director will send an invoice to Health Commissioner Porter.

The Board of Commissioners also agreed that JFS staff may use Rooms #703 and #605 for meetings as needed, if the rooms are available. The Board of Commissioners also noted that the Water Resources Department conference room would be open for use, subject to availability.

8. After meeting today with members of the H1N1 Advisory Committee, the Board of Commissioners accepted their recommendation and authorized the Maintenance Department to purchase and install 77 dispensers for daily hand sanitizing, the purchase of 100 refills for the dispensers, 200 4 oz bottles of hand sanitizer, and 50 containers of disposable wipes at a total cost of \$1,550. The Board of Commissioners noted that it is anticipated that the items will be in place at all county owned facilities by Friday, October 9, 2009.

9. The Board of Commissioners agreed that Human Resources Department Director Karen U'Halie will serve as the County Risk Sharing Authority (CORSA) voting member and that Safety/Loss Control Coordinator Michelle Ripley will serve as the Director's alternate.

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 1, 2009**. There being no further business to come before the Board, it was moved by Christopher Smeiles, seconded by Maureen T. Frederick to adjourn the official meeting at 2:15 PM. All in favor, motion carries.

Charles W. Keiper II, President

Maureen T. Frederick, Vice President

Christopher Smeiles, Board Member

Deborah Mazanec, Clerk

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