



DATES TO REMEMBER

- MARCH 21, 2016 **NW DISTRICT COMMISSIONERS AND ENGINEERS ASSOCIATION QUARTERLY MEETING**, TRI-RIVERS CAREER CENTER, MARION (MARION), COUNTY
- MARCH 21, 2016 **SW DISTRICT COMMISSIONERS AND ENGINEERS ASSOCIATION MEETING**, WARREN COUNTY ADMINISTRATION BUILDING, LEBANON
- MARCH 23, 2016 **CORSA RENEWAL MEETING**, EMBASSY SUITES AIRPORT HOTEL, COLUMBUS
- MARCH 23, 2016 **CCAO JUSTICE AND PUBLIC SAFETY COMMITTEE**, CONFERENCE CALL
- MARCH 24, 2016 **SCRAP TIRE MANAGEMENT SUMMIT**, GRANGE AUDUBON CENTER, COLUMBUS (Sponsored by OSWDO/CCAO/OEPA)
- MARCH 30, 2016 **CCAO GENERAL GOVERNMENT AND OPERATIONS COMMITTEE**, CONFERENCE CALL
- APRIL 8, 2016 **CEBCO ANNUAL MEMBERSHIP MEETING**, COLUMBUS AIRPORT MARRIOTT HOTEL, COLUMBUS
- APRIL 13, 2016 **RECORDS RETENTION POLICIES: HOW LONG DO WE KEEP THIS RECORD?** – CCAO 2nd WEDNESDAY WEBINAR
- APRIL 13, 2016 **CCAO GENERAL GOVERNMENT AND OPERATIONS COMMITTEE**, CCAO OFFICES, COLUMBUS
- APRIL 13, 2016 **CCAO BOARD OF DIRECTORS MEETING**, CCAO OFFICES, COLUMBUS (Note: Date has been changed from April 6 to 13)
- APRIL 13, 2016 **OHIO COUNCIL OF COUNTY OFFICIALS LEGISLATIVE RECEPTION**, STATEHOUSE ATRIUM, COLUMBUS (Note: Date has been changed from April 6 to 13)

MAY 2, 2016

CCAO OPIATE EPIDEMIC SYMPOSIUM: STRATEGIES AND SOLUTIONS, HYATT REGENCY, COLUMBUS

JULY 22-25, 2016

NACo ANNUAL CONFERENCE, LONG BEACH CONVENTION CENTER, LOS ANGELES COUNTY (LONG BEACH), CA

DECEMBER 4-6, 2016

CCAO/CEAO ANNUAL WINTER CONFERENCE, HYATT REGENCY, COLUMBUS

ASSOCIATION NEWS

CCAO plans symposium to battle opiate epidemic

The County Commissioners Association of Ohio (CCAO) is hosting the Opiate Epidemic Symposium: Strategies and Solutions on May 2 at the Hyatt Regency in Columbus. The objectives of the symposium are to bring county commissioners, county executives and county council members together to share best practices, develop an educational baseline for common understanding and create a call to action. Attendees will also have the opportunity to hear Ohio Attorney General Mike DeWine and Maureen O'Connor, Ohio Supreme Court chief justice, give their perspectives in the fight against the epidemic.



CCAO Opiate Epidemic Symposium
Strategies and Solutions
May 2, 2016

The symposium is being held in conjunction with the statewide Ohio's Opiate Conference: Advancing Prevention, Intervention, Treatment and Recovery on May 3 - hosted by the Ohio Association of County Behavioral Health Authorities. CCAO members are welcome to register for both conferences at a discounted price.

For more information, including breakout sessions and registration, click [here](#).

2016 Primary Election Results

At least 37 new members to take office next year

Over the last few months, the attention of Ohioans and the nation has definitely been on the presidential primary race in the Buckeye State, but to the 186 county commissioners, the Cuyahoga County Council (Districts 2, 4, 6, 8 and 10), and the Summit County executive and county council (Districts 1-8) seats up for election on March 15 – the spotlight was on the grassroots of government. As a result of the primary election, 33 counties will have a new county commissioner or council member.

Summary of incumbent status:

- 35 won (26 - R and 9 - D)
- 14 lost (11 - R and 3 - D)

- 112 ran unopposed (65 - R, 46 - D and 1 - I)
- 23 did not run for re-election (18 – R and 6 – D)

Countywide tax levy results

Twenty-two counties had 27 countywide levies on the ballot with 23 passing and 4 failing.

Summary of levies: ADAMH – 1 pass, JFS/Children Services – 1-pass, Senior Services – 5 pass, Development Disabilities – 7 pass/1 fail, Health – 3 pass/1 fail, Parks – 2 pass, HHS/Social Services – 1 pass, Streets/Roads/Bridges 2 pass.

Sales and Use Tax/Misc. Questions:

- Delaware – Permanent Improvements – County Agriculture Society, 3 percent excise tax, 5 years – pass
- Gallia – Relocate Fairgrounds – 0.25 percent sales and use tax, 20 years, fail
- Tuscarawas – Motor Vehicle License Tax, \$10, fail

Results are published on CCAO’s website at www.ccao.org. Please note: these are unofficial results. Contact [Mary Jane Neiman](mailto:MaryJane.Neiman@ccao.org), CCAO public relations associate, at (614) 220-7979 or (888) 757-1904 with any corrections.

Port Authority Handbook chapter published on CCAO website

Chapter 79 – Port Authorities of the *County Commissioners Handbook* has been rewritten and published on the web. Last rewritten in 1994 at five pages long, this Chapter has grown to 82 pages and linked to sections of the Ohio Revised Code. This comprehensive chapter on the structure of port authorities is divided into three parts:

1. Part 1 – Introductory Material and General Information
2. Part 2 – “New” Port Authorities
3. Part 3 – “Old” Port Authorities

In addition, this *Handbook* Chapter also includes useful information gathered by CCAO in the form of exhibits on:

- Ohio Port Authority Guide
- Powers of Ohio “Old” and “New” Port Authorities
- Statutory Definitions for “New” and “Old” Port Authorities
- “New” and “Old” Port Authorities: A Guide to ORC Sections
- Selected Miscellaneous Provisions of Ohio Law Related to Port Authorities
- Comparison of Port Authorities to Community Improvement Corporations

[Click here](#) to read Chapter 79 or click on the *Handbook* button on the front page of our website at www.ccao.org. If you have any questions about port authorities, please contact [Brad Cole](mailto:Brad.Cole@ccao.org), Managing Director of Research, at (614) 220-7981 or (888) 757-1904 extension 308.

“Ban the box” on employment applications - audit your hiring process

County Advisory Bulletin (CAB) [2016-01](#), which explains the requirement to "ban the box" on public employer employment applications, was published by CCAO and is now available on our website. HB 56 (effective Mar. 23) prevents all public employers, including counties, from asking about previous criminal convictions on their job applications. The bill does not prohibit a public employer from including in a job application a statement notifying applicants about potential disqualification if they have a particular criminal history. Public employers are not prohibited from inquiring about felony convictions later in the hiring process. The inquiry is only “banned” from the job application itself.

All county offices/human resource departments should review and revise all applications for any position within county government in order to be in compliance with the provisions of HB 56 by Mar. 23. Conduct an audit of all hiring processes to ensure that any inquiry about convictions occurs at an appropriate time during the hiring process and that that inquiry is sufficiently documented. It is also recommended that training be provided to all managers involved in the hiring process to ensure compliance with HB 56.

If you have any questions, please contact CCAO Legislative Counsel [John Leutz](#) at (614) 220-7994 or (888) 757-1904.

OCCO Legislative Reception – date changed to April 13

During National County Government Month, the Ohio Council of County Officials (OCCO) is hosting a Legislative Reception on Wednesday, April 13 from 5-7 PM for county elected officials and members of the 131st Ohio General Assembly. Statewide office holders have also been invited. The reception has been rescheduled from April 6 to April 13 due to Governor Kasich delivering the State of the State Address that evening in Marietta.



OCCO is an organization that strives to unite the various associations representing county auditors, commissioners, clerk of courts, coroners, engineers, prosecuting attorneys, recorders, treasurers, sheriffs and judges in order to promote sound, efficient and fiscally responsible government. It serves as a forum to provide information about issues of importance to county elected officials and allows members the opportunity to work on legislative issues of mutual concern.

As April is National County Government Month, we hope you will join OCCO for this Reception/Open House on **April 13 from 5 to 7 p.m. in the Statehouse Atrium in Columbus**. Personally invite your members of the Ohio General Assembly to the reception and make an appointment to discuss issues of importance to your county.

Online registration is open. There is no charge to attend, but registration is necessary for planning purposes. [Click here](#) for more information.

CEBCO Annual Meeting: all counties invited– April 8

The Annual CEBCO Membership meeting will be held on Friday, April 8 at 10 a.m. at the Columbus Airport Marriott Hotel, 1375 North Cassady Avenue, in Columbus. Note, this is the same location as last year.



Topics being considered for this year's meeting include:

- An update on recent challenges of the Affordable Care Act including reporting, delays and what lies ahead
- The CEBCO Wellness Grant and Staywell Wellness Programs
- Embracing technology/reducing paperwork

CEBCO plans to provide you with information that will be important for all member counties to hear and we encourage you to make sure a representative from your county will attend. Even if you are not a current CEBCO member, you are welcome to join us for a morning of presentations followed by the luncheon.

Since this is the Annual CEBCO Membership Meeting, elections will be held for the CEBCO Board of Directors. There are four Board seats that commence in April and one additional seat for an unexpired term to be filled. The unexpired seat is for the remainder of a term that ends in April 2018. The four expiring Board seats are for a three-year term ending in April 2019. One designated representative from each member county will be given a ballot for this election.

Please [RSVP](#) your attendance to [Curt Pratt](#), CCAO Administrative Assistant, by Mar.31. If you have questions about the program, please contact [Wendy Dillingham](#), CEBCO Senior Benefit Specialist, at (614) 220-7992 or (888) 757-1904.

How long do we keep this record? Records retention webinar – April 13

CCAO is pleased to offer a Second Wednesday webinar on “Records Retention Policies: How Long Do We Keep This Record?” on April 13 at 9:30 a.m. The first part of the webinar will cover how to conduct a records analysis to determine retention periods and the role each records commission member plays in the analysis and approval process. The state approval process and the records deposition process will also be discussed. In the second half of the webinar, the speaker will use a unique and entertaining scenario to illustrate media formats, permanence and the factors that go into deciding on what format to retain records.

Our presenter is Pari Swift, senior record manager at the Ohio Attorney General's Office, who is responsible for developing a sound records management program and is an integral part of the document/records management system implementation team.

[Click here](#) to register. If you experience difficulty in registering, please contact [Curt Pratt](#), CCAO Administrative Assistant, and provide him with your name, title, employer and email address. For additional information regarding the topic for this webinar, please contact [Brad Cole](#), CCAO Managing Director of Research, at (614) 220-7981. [Read more...](#)

National County Government Month

April is National County Government Month (NCGM), an annual celebration of county government. This year's theme is Safe and Secure Counties, and the National Association of Counties (NACo) has assembled a [toolkit](#), including a sample press release, proclamation and ideas for activities, to help you celebrate your successful county programs and provide information on how your local government serves and contributes to your community and residents you serve.



A few ways you can get involved include

- Send fact sheets to the media, post them on the county website and distribute via social media. Fact sheets can highlight county services and programs provided by your county.
- Hold an open house and feature county departments showcasing the services provided. Schedule tours through the building and arrange for county employees to be available to discuss the services.
- Offer public tours at county facilities such as health facilities, parks, libraries, courts, recycling/waste transfer stations and public safety buildings. Reach out to community groups, such as service clubs, 4-H and scouts and encourage them to come as a group to see how county facilities operate.
- Present in schools and discuss how county government is structured and define its roles and responsibilities.

For those of you who have activities planned, please send information and pictures to CCAO Communications Coordinator [Andrew Johnson](#) to promote on social media sites and in publications.

Van Wert County BOE displays new stained-glass window

A local Van Wert County business, [Window Creations, LLC](#), recently created and donated a piece of stained-glass artwork to the Van Wert County Board of Elections. The company created this beautiful piece, which shows a copy of the U.S. Constitution, a quill pen and ink bottle and a portion of the American flag, to display in the front window of the Board of Elections.



STATE ACTIVITIES

Ohio Sunshine Laws (yellow book) update released

The 2016 edition of [Ohio Sunshine Laws: An Open Government Resource Manual](#) has been released by Ohio Attorney General Mike DeWine's office. The release of the manual, commonly referred to as the "Yellow Book," coincides with the beginning of Sunshine Week. The Sunshine Laws Manual provides summaries of Revised Code provisions and case law regarding the Ohio Public Records Act and Open Meetings Act. The 2016 edition includes updates on recent open government legal decisions and law changes. In addition, the 2016 electronic addition now includes numerous hyperlinks to cited court decisions and other online resources to help users find information more quickly.



In addition to producing the "Yellow Book," the Ohio Attorney General's Public Records Unit conducts [Sunshine Laws Trainings](#) around Ohio. The training on Ohio Public Records Act is required for local public officials or their designee at least once per elected term and also includes training on the Open Meetings Act.

Sunshine Laws Trainings are also available as an [online video course](#). The course is available to anyone through the Attorney General's website at no cost to the user and is approved for three hours of self-study Continuing Legal Education (CLE) credit by the Supreme Court of Ohio.

The Ohio Attorney General's Public Records Unit also operates a voluntary [Public Records Mediation Program](#) to resolve disputes between local government entities and records requesters. Established in 2012, the program can help requesters receive their records more quickly when there is a dispute, and the program protects taxpayers by helping local governments avoid costly litigation.

Ways and Means Committee votes against Social Services Block Grant

This week the US House Ways and Means Committee voted on a bill that would eliminate the [Social Services Block Grant](#) (SSBG). The legislation (HR 4724) is one of several bills aimed at reducing the federal deficit.

Those voting for the elimination of SSBG argued that it duplicated other federal programs, had no accountability measures and states were not required to provide a financial match to receive the funds. CCAO sent a letter explaining how important SSBG funds are, noting that counties use the grant as a flexible funding source for child and adult protective services - two of our most vulnerable populations.

At the end of the day, the committee passed the measure along party lines. However there doesn't seem to be any momentum in the Senate to address it and if it reached the President's desk it would almost certainly be vetoed.

CCAO staff will continue to follow the legislation closely. If you have questions, please contact Kate Neithammer at 614-220-7996 or kneithammer@ccao.org.

OAG rules on proposed Constitutional amendments

Medical Marijuana - Last Friday, Ohio Attorney General Mike DeWine rejected the petition for a proposed amendment to the Ohio Constitution which would attempt to legalize marijuana for medical use in the state. On March 3rd, the Ohio Attorney General's Office received a written petition to amend the Ohio Constitution, entitled "Medical Use of Marijuana" from the group Ohioans for Medical Marijuana. 1,000 valid signatures from registered Ohio voters were submitted. However, Attorney General DeWine found at least three defects with the summary language. [Read more...](#)



Mike DeWine
Ohio Attorney General

Energy Initiatives – On Monday, the Attorney General's Office received a written petition to amend the Ohio Constitution, entitled "The Ohio Clean Energy Initiative," the sixth such submission under that title. The submission was certified as containing both the necessary 1,000 valid signatures from registered Ohio voters and a "fair and truthful" summary of the proposed amendment.

Ethics Amendment – Also, on Monday, a written petition to amend the Ohio Constitution, entitled "The Ohio Ethics First Amendment," from the group Ethics First – You Decide Ohio Committee. The submission was certified today as containing both the necessary 1,000 valid signatures from registered Ohio voters and a "fair and truthful" summary of the proposed amendment.

Once the summary language and initial signatures are certified for the Energy Initiatives and Ethics Amendment, the Ohio Ballot Board must determine if the amendment contains a single issue or multiple issues. The petitioners must then collect signatures for each issue from registered voters in each of 44 of Ohio's 88 counties, equal to 5 percent of the total vote cast in the county for the office of governor at the last gubernatorial election. Total signatures collected statewide must also equal 10 percent of the total vote cast for the office of governor at the last gubernatorial election. [Read more...](#)

Overview of grant money available to counties

[County Grants: An overview of grant money available to counties](#) was compiled by CCAO to list all of the timely grant opportunities available to counties. Here's a list of the programs and deadlines:

- **Safety Capital Grant** – deadline Mar. 21
- **Local Government Innovation Council**

- Local Government Innovation – deadline Mar. 21
- The Local Government Efficiency Program – deadline May 15
- **Community-Police Relations** – deadline Mar. 31
- **Abandoned Gas Station Cleanup** – deadline April 1
- **Hazard Mitigation Assistance** – deadline April 29
- **Healthier Buckeye Pilot Program** – deadline May 3
- **Agricultural Society Facilities** – deadline July 1
- **Electronic Pollbook Purchase-State Match** – deadline May 31

Ohio IRP annual excess compensation distribution reports available

The Ohio Bureau of Motor Vehicles' Annual IRP (Interstate Registration Plan) Excess Compensation Distribution reports are available [online](#). These reports are located on the same site as the monthly Motor Vehicle License and Permissive Tax Distribution Reports. Many county officials have been requesting these annual reports. If you have any questions or concerns, please contact [Leora Knight](#), Chief of Tax Distribution, Ohio Department of Public Safety, at (614) 752-7685 or Stephanie Cook (614) 752.7688.

Ohio History Fund – income tax check-off helps fund grants

Did you know that Ohio counties are eligible to apply for history-related grants from the Ohio History Connection? The [Ohio History Fund](#) is a tax check-off option on the state's individual income tax form. Generous Ohioans receiving state income tax refunds each year have the option of donating a portion of their refunds to this Fund, which has generated hundreds of thousands of philanthropic dollars since 2012 for the Ohio History Connection to utilize in support of local history-related projects across Ohio.



The History Fund is a competitive matching grants program in which Ohio-based nonprofits and public entities are eligible to apply for projects that promote, protect or strengthen Ohio history. There are three grant categories: Bricks & Mortar, Organizational Development and Programs & Collections.

ALERT: The Ohio History Fund contributions in 2015 fell below the \$150,000 threshold the state requires. If it does not reach \$150,000 in the current tax season, it will be removed from next year's tax forms!

FEDERAL ACTIVITIES

Regional Conservation Partnership Program pre-proposals due May 10

The Regional Conservation Partnership Program (RCPP) promotes coordination between Natural Resource Conservation Service (NRCS) and its partners to deliver conservation assistance to producers and landowners. NRCS provides assistance to producers through partnership agreements and through program contracts or easement agreements.



RCPP combines the authorities of four former conservation programs – the Agricultural Water Enhancement Program, the Chesapeake Bay Watershed Program, the Cooperative Conservation Partnership Initiative and the Great Lakes Basin Program.

2017 RCPP pre-proposals due May 10. Visit Grants.gov to apply. [Read more...](#)

NACo ACTIVITIES

Achievement Award Program – nominate your award winning county program!

The National Association of Counties (NACo) is accepting applications for the [2016 Achievement Awards](#) program. For 46 years, NACo has recognized innovative programs in county government through the Achievement Awards Program. The awards provide an excellent opportunity for winners to promote their successes to a larger audience, as well as share best practices with their partners and peers.



As a non-competitive awards program, each application is judged on its own merits and not against other applications received. Awards are given in 21 categories culminating with an awards luncheon at the 2016 NACo Annual Conference and Exposition in Los Angeles County (Long Beach), CA.

Last year, the following Ohio counties won a total of six awards: Franklin (1), Hamilton (3), Montgomery (1) and Summit (1). [Click here](#) for more information about 2015 winners.

Applications and payments are due by the April 1 deadline. Click on the link above for more information or email awards@naco.org if you have any questions.

EDUCATION

NACo webinar on improving unsignalized intersections – April 6

Join NACo on April 6 at 2 p.m. for an interactive webinar on “[Enhancing Road Safety through the Improvement Unsignalized Intersections](#)” to learn about the types of transportation safety challenges and how you can address them. Experts will provide an introduction to and overview of FHWA’s new [Unsignalized Intersection Improvement Guide](#), its intended applications and uses and short case study examples. The guide is a collaboration between FHWA, the National Cooperative Highway Research Program and the Institute of Transportation Engineers. [Register here...](#)

Reducing racial/ethnic disparity in county justice systems webinar – April 7

Join NACo on April 7 at 2 p.m. for the first of a two-part series on Reducing Racial and Ethnic Disparities in County Justice Systems. Racial and ethnic disparity (RED) refers to the unequal treatment of individuals of color in the criminal or juvenile justice systems, which is often represented in jail populations. A national expert at the W. Haywood Burns Institute will outline how county elected officials can identify racial and ethnic disparities in their justice system and discuss how to use this information to inform policy and funding decisions. Then, county officials will share their process for identifying disparities in their own systems and how they are using data to address it. [Register here...](#)

The second part of the series will include an interactive virtual discussion with the webinar speakers to answer your questions and discuss additional solutions. The virtual discussion will be held on Friday, April 22 at 2 p.m. To register for the virtual discussion, [click here](#).

Ohio EPA training opportunities

The Ohio EPA Division of Environmental and Financial Assistance (DEFA) has announced the following training opportunities:

- **April 6-7** - [Ohio Brownfield Conference](#), Hilton Columbus/Polaris, 8700 Lyra Drive, Columbus
- **April 20** - [DEFA Webinar, Encouraging Environmental Excellence \(E3\), How to Gain Recognition for Your Organization's Efforts](#)
- **May 11** - [DEFA Webinar, Water Resource Restoration Sponsor Program \(WRRSP\) Update for July 2016 Nominations](#)
- **May 11** - [Dredged Material: Make it Your Business - Digging Up Ideas Workshop](#)



If you have missed any Ohio EPA training opportunities, please visit the [Training Catalog](#) for archived training.

AOS to host fraud prevention and detection training in April

The Auditor of State's Fraud Prevention and Detection Training, held throughout the state in April, will provide attendees with the tools they need to help prevent fraud from occurring. The two-hour training will include the following:



- Identifying the warning signs of potential fraud
- Best practices and controls to prevent fraud
- Management techniques to promote accountability and transparency

The two-hour training will be divided into three segments:

- 30 minutes: Introducing attendees to the terms and concepts of fraud detection.
- 60 minutes: Discussing investigative and forensic auditing concepts which are designed to protect entities from being victims of fraud.
- 30 minutes: Exploring real world case studies of investigations by the Public Integrity Assurance Team. Training exercise: We will ask attendees to apply lessons learned in the training to determine what the public offices could have done to avoid becoming victims of fraud.

This training is eligible for 2 CLE hours and 2 hours of Fiscal Integrity Act continuing education credit. There is no charge to attend. [Register here...](#)

Think Regional! Collaboration Summit – April 21

Think Regional! – Southwest Ohio Leadership (SWOL) is sponsoring a “Growth Through Collaboration: Making the Economic Development Pie Bigger” on Thursday, April 21 at the Hilton Garden Inn Dayton South – Austin Landing, 12000 Innovation Drive, in Miamisburg. The Summit begins at 7:45 a.m. and ends at 4:30 p.m. Think Regional! believes in attracting and retaining more investment by collaboration across the southwest region instead of competing in geographic silos. This will result in more economic development and job growth and a better quality of life for all areas across the region. For more information, go to www.thinkregional.com.



Growth Through Collaboration • 15 Counties in SW Ohio

Workshop on public construction projects and competitive bidding – May 5

Join Bricker and Eckler LLP for the 8th annual [Selecting Project Delivery Methods & Bidding Public Construction Contracts](#) workshop to be held on Thursday, May 5 from 7:30 a.m. to 4 p.m. at OCLC (Online Computer Library Center) Conference Center, 6600 Kilgour Place, in Dublin. CCAO is co-sponsoring the workshop.



This full-day workshop, specifically designed for Ohio public owners, covers the project delivery methods available for public construction projects and when competitive bidding is required for these projects. The morning session is a traditional presentation, featuring instruction from several Bricker & Eckler attorneys whose practices focus on construction and bidding. In the afternoon, attendees will work through fact patterns together and will interactively explore alternative delivery methods and review bidding issues, while receiving feedback from fellow participants and the presenters.

Registration fees: \$199 early bird by April 5 or \$239 after April 5. [Register here...](#) For more information, please contact [Jeanna Packard](#), Marketing/Business Development Specialist, Bricker & Eckler LLP, at (614) 227-8890.

CLASSIFIEDS

CCAO publishes classified ads on our [website](#) free of charge as a service to counties. Ads will be published until the application deadline. When submitting your ad to CCAO, please provide a link to the online job posting and a deadline date. Email your classified ad to [Mary Jane Neiman](#), CCAO Public Relations Associate. <http://www.ccao.org/classified-ads>