



HANDBOOK

Ohio County Commissioners

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CHAPTER 54

COUNTY FACILITIES REVIEW BOARD

**Latest Revision
September, 2008**

54.01 INTRODUCTION

The enactment of HB 68 effective September 4, 1985 changed the name of the board of county visitors to the county facilities review board, and made the board permissive rather than mandatory. The board inspects all charitable and correctional institutions supported in whole or in part with county or municipal funds. County facilities review board law is found in ORC Chapter 331.

54.02 BOARD MEMBER APPOINTMENTS (ORC 331.01)

The six member county facilities review board is appointed by the probate judge. No more than three board members shall be from the same political party, and three members shall be women. Six initial appointments are made with two members appointed for terms of three years, two for terms of two years, and two for terms of one year. After the initial appointments, within 30 days prior to May 1 of each year, the judge appoints two members for a term of three years. All terms of office shall commence on May 1. The judge may terminate or reconstitute the county facilities review board by an appropriate journal entry. All board vacancies, filled for the unexpired term, are filled in the original manner.

A certificate of appointment is issued to members appointed to the facilities review board, and a copy giving full names and addresses of appointees is sent to the Ohio Department of Job and Family Services. Board members may not be affiliated in any way with any charitable or correctional institution (ORC 331.02) within the county supported wholly or partially at public expense.

54.03 COMPENSATION (ORC 331.03)

The members are not compensated, but may be reimbursed for actual expenses incurred in the discharge of their duties. Actual necessary expenses of any member can not exceed \$1,000 in any one year, and are allowed by the county commissioners. Expenses may include those incurred in:

1. Visiting any other charitable or correctional institution for information, and
2. Attending a convention or meeting held within Ohio in the interest of charitable or correctional methods and work.

A warrant for expenses is issued by the county auditor and paid by the county treasurer, providing that the probate judge has issued a certificate that the members have satisfactorily performed their duties.

54.04 DUTIES (ORC 331.04)

The county facilities review board performs the following duties:

1. To personally visit or keep fully advised of the condition and management of all charitable or correctional institutions under county or municipal control supported wholly or partially by county or municipal taxation.
2. To recommend changes and additional suggestions considered essential for the economical and efficient administration of the institution to the county commissioners or other individuals responsible for the institution.
3. To visit each institution at least every three months. This can be done by the entire board or by committee of its members. Institutions include:
 - a. County home
 - b. County jail
 - c. Municipal prisons
 - d. Children's home

A foster home is not a charitable or correctional institution within the meaning of ORC Chapter 331 and is therefore not subject to inspection by a county facilities review board (OAG 69-023).

4. To protect the interests of a child at proceedings instituted by the juvenile judge when commitment to the Department of Youth Services is considered, if notified by the juvenile judge (ORC 333.05).

Failure to perform duties for one year is sufficient cause for removal by the probate judge.

54.05 ANNUAL REPORTS (ORC 331.06)

The county facilities review board makes an annual report, and files the report with the probate judge and the county prosecutor between November 15 and December 15. A copy is sent to the Ohio Department of Job and Family Services and the Ohio Department of Rehabilitation and Correction. The probate judge may order publication of a summary of the annual report in a newspaper of general circulation within the county. The cost of such publication is paid by the county (ORC 331.06).