

APRIL 22, 2021

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Harold G. Montgomery. Roll Call: President Harold G. Montgomery, present; Vice President M. Eugene Greene, present; Commissioner Q. Jay Stapleton, present.

The President entertained a motion for approval of the April 15, 2021 minutes. M. Eugene Greene moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

2021 Canine Shelter Weekly Report

Week Ending	Came in	Adopted	Reclaimed	Euthanized	Out to Rescue	MIA	Died (Natural or unknown Causes)	Destroyed (in field)	Total Out	Remaining at shelter	Out to County Foster	In from County Foster	Died in Foster (Natural or Unknown Causes)	Total in Foster
4/18	5	0	1	0	6	0	0	0	7	7	0	0	0	1

FINANCIAL REPORT

County Administrator Melissa Clark presented the Commission with:

- April Sales Tax Report- Ms. Clark noted that sales tax has remained consistent.
- 2020 1st Half Real Estate Settlement – County General Fund Net \$1,829,478.29 +\$115,780.62 to be received from State for Non-Business CR, Homestead & Owner OCC CR
 - Compared with 2019 1st Half Real Estate Settlement – County General Fund Net \$1,646,132.73 + \$110,061.18 to be received from State for Non-Business CR, Homestead & Owner OCC CR

RESOLUTION – LIMITED ENGLISH PROFICIENCY PLAN

County Administrator Melissa Clark presented the Commission with an updated Limited English Proficiency Plan as required by USDA, Rural Development for the County's sewer districts that have received funding federal funding from USDA. Harold Montgomery entertained a motion to approve the updated LEP as presented. M. Eugene Greene moved and Q. Jay Stapleton seconded this motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

USDA COMPLIANCE REVIEW GREEN 2 SEWER

County Administrator Melissa Clark presented the Commission for signature Civil Rights Compliance Review documents as required by USDA to receive federal funding for the Green 2 Sewer project. Harold Montgomery entertained a motion to sign the Civil Rights Compliance Review documents as presented. M. Eugene Greene moved and Q. Jay Stapleton seconded this motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

SUBGRANT AWARD AGREEMENT – GCSO OVERTIME 2021

Sheriff Matthew D. Champlin office submitted the Subgrant Award Agreement No. 2018-JG-LLE-5214F GCSO Overtime 2021 for signature by the Commission President. The project total is \$9,978.49, which \$8,980.64 is OCJS Funds and \$997.85 is a cash match. The award period is 3/1/2021 to 9/30/2021. The President entertained the motion to sign the agreement as recommended by Sheriff Matthew D. Champlin. Q. Jay Stapleton made and M. Eugene Greene seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

DJFS – MOU WITH MEIGS COUNTY

Director Dana Glassburn presented to following MOU for approval:

A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE MEIGS COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND THE GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES

This Memorandum of Understanding is entered into on April 15, 2021 by and between the Meigs County Department of Job and Family Services and the Gallia County Department of Job and Family Services.

WHEREAS, in accordance with ORC 5153.16, all counties must provide services to families including children who are abused, neglected, dependent, who have a protective service need or are otherwise in its custody; and

WHEREAS, in accordance with OAC 5101:2-5-13.1 the Meigs County Department of Job and Family Services and the Gallia County Department of Job and Family Services desire to provide assistance to each other in the event of a disaster in order to benefit families/children who are in need of services from either agency; and

WHEREAS, the Meigs County Department of Job and Family Services and the Gallia County Department of Job and Family Services desire to accept such assistance regarding any/all agency programs from the other agency. These programs include, but is not limited to the following:

- CHILD PROTECTIVE SERVICES
- FOSTER CARE
- WORKFORCE ACTIVITIES
- ADULT PROTECTIVE SERVICES
- SOCIAL SERVICES
- TRANSPORTATION
- MEDICAID
- SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM
- OHIO WORKS FIRST
- FISCAL/ACCOUNTING
- HUMAN RESOURCES

NOW, THEREFORE, in consideration of the mutual promises herein made, the parties enter into the following terms and conditions:

APRIL 22, 2021

- Each agency agrees the definition of disaster is "a situation or event which overwhelms a local agency, necessitating a request to a state or national level for external assistance"; and
- Each agency, if able, agrees to provide the following services to each other should a disaster occur:
 - STAFF
 - OFFICE SPACE
 - DATA ACCESS
 - SERVICES FOR CHILDREN INCLUDING PLACEMENT RESOURCES
 - COMMUNICATIONS
 - CASE MANAGEMENT/CUSTOMER SERVICE, and
- The terms of this Memorandum of Understanding will be activated in the event that a determination is made by either of the signatories or their successors that a disaster has occurred in their respective county and notification is made to the other county director; and
- Acknowledge that the term of this Memorandum of Understanding shall be for a period of one year beginning April 15, 2021 and automatically renew each year thereafter, unless 30 day written notice is provided by either agency wishing to terminate the Memorandum of Understanding.

IN WITNESS WHEREOF, the Director of each Agency hereby execute this Memorandum of Understanding effective May 1, 2021, subject to the Gallia County required ratification by the Gallia County Board of Commissioners.

DIRECTOR SIGNATURES

s/ Dana Glassburn, Director April 15, 2021
 Gallia County Department of Job and Family Services

s/ Christopher T. Shank, Director April 15, 2021
 Meigs County Department of Job and Family Services

Board of Commissioners Ratification of Gallia and Meigs Departments of Job and Family Services Memorandum of Understanding

The Gallia County Board of Commissioners hereby ratifies the Memorandum of Understanding between Gallia County Department of Job and Family Services and Meigs County Department of Job and Family Services, signed by the corresponding Agency Directors on April 15, 2021 with an effective date of May 1, 2021, to be utilized as part of each Agency's Disaster Preparedness Plan.

M. Eugene Greene made the motion and Q. Jay Stapleton seconded the motion.

SIGNATURES

s/ Harold G. Montgomery, President April 22, 2021
s/ M. Eugene Greene, Vice President April 22, 2021
s/ Q. Jay Stapleton, Commissioner April 22, 2021

This ratification shall be attached to the Memorandum of Understanding upon approval.

EXECUTIVE SESSION – DJFS - PERSONNEL

At 9:44 a.m. the president entertained a motion to enter into executive session with JFS Director Dana Glassburn to consider employment of public employees. Q. Jay Stapleton moved and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea. Returned to regular session at 9:58 a.m.; no action taken.

DJFS – BID OPENING – NON-EMERGENCY TRANSPORTATION

GCDJFS Director Dana Glassburn noted the Non-Emergency Transportation is being funded by State Funds as a pass through and the cost estimate is \$ unlimited. At 10:00 a.m. the president opened the following bids for the Gallia County Department of Jobs and Family Services:

Mount Olympus Enterprises	\$2.40 per mile
Jackson Transportation	\$3.50 per mile
Gallia County Council on Aging	\$2.70 per mile
Green Cab	\$3.80 passenger car per mile \$4.95 for Van per mile
Gallia County Community Action Agency	\$2.40 Per mile
RT Need A Lift	\$2.45 per mile
On the Go Transportation, LLC	\$2.75 per mile

The bids were turned over to the GCDJFS Director for review and recommendation. The following were in attendance: GCDJFS Director Dana Glassburn; Gallia County Health Dept., Alana Fraley and Jenny Henchey; Jennifer Eddy; and Tasha Penwell.

EMPLOYEES– DJFS – NEW HIRE

JFS Director Dana Glassburn recommended the following new hire with effective date to be determined by the Director upon successful completion of preliminary employment screening processes and in accordance with ORC 5101:2-33-55 (B) (1). Joshua Grube – Child Protective Services Case Manager 2, Classification number 34136; Position control; #50004.0. M. Eugene Greene moved to approve the new hire with recommendation of the DJFS Director and Q. Jay Stapleton seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

HEALTH DEPARTMENT – VAPING & TOBACCO PREVENTION

Gallia County Health Department Director of Tobacco Prevention Alana Fraley and Jenny Henchey discussed ideas to promote prevention of vaping and tobacco use at county own buildings. Ms. Fraley noted to be illegible for grant money, one of the requirements is to have some policy changes. Mr. Montgomery noted at this time the commissioners follow the State policy. Mr. Stapleton asked that Ms. Fraley meet with other departments at the service center and collect their ideas and come back to present them to the commission. No action taken.

APRIL 22, 2021

COMPUTER SKILL TRAINING

Ms. Tasha Penwell with Hocking College discussed with the Commission the potential of Computer training. Mr. Montgomery invited County Administrator Melissa Clark, former Economic Development Director to join in the discussion. Ms. Clark noted she would introduce her to the new Economic Development Director Elisha Orsbon. No action taken.

***1:00 pm – The Commissioners and County Administrator Melissa Clark joined in a phone conference with Granger and DLZ for the Jail OAC meeting.**

RECESS

The President entertained a motion to recess at 4:00 p.m. and reconvene at 10:00 a.m. Friday, April 23, 2021 to meet with Lane's Record Storage. Q. Jay Stapleton moved and seconded M. Eugene Greene the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

RECONVENE – APRIL 22, 2021

At 9:56 a.m. on April 23, 2021, the President entertained a motion to reconvene the Commission meeting. Q. Jay Stapleton moved and Harold G. Montgomery seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, absent for vote; Mr. Stapleton, yea.

RECORD STORAGE

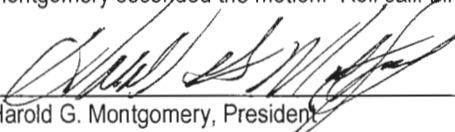
The commissioners and courthouse elected officials met with Lanes Records Storage, Keith Kramer in the second floor meeting room to discuss records organization. The following were in attendance: Lane's Records Storage, Keith Kramer; Common Pleas Court, Judge Margaret Evans and Mike Smith; Board of Elections, Chris Burnett; Sheriff Matthew D. Champlin and Heather Casto; Prosecutor Jason D. Holdren; Auditor's Office, Kevin Nicholas; Treasurer, Steve McGhee; Clerk of Courts, Noreen Saunders; Juvenile Court, Kevin Plantz; Commissioners, Mr. Montgomery and Mr. Stapleton; County Administrator Melissa Clark; and Anette L. Brown, Clerk to Board of Commissioners. Mr. Kramer gave a presentation on the services Lanes Records Storage offers:

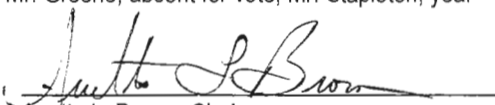
- Standard Records Storage
- Ledger Book Storage
- Vault Storage
- Total Recall Software
- Access to Files
- Off-site & On-site Document Shredding
- Recycling of Shredded Paper
- Document Imaging

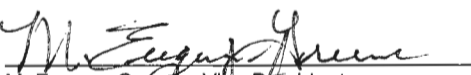
After the presentation, a tour was conducted of the courthouse offices and storage areas. No action taken.

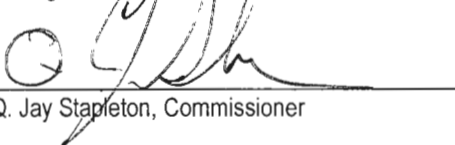
ADJOURN

At 1:01 p.m. April 23, 2021 the President entertained a motion for adjournment. Q. Jay Stapleton moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, absent for vote; Mr. Stapleton, yea.


Harold G. Montgomery, President


Anette L. Brown, Clerk


M. Eugene Greene, Vice President


Q. Jay Stapleton, Commissioner