



**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

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**TOM GROSSMANN
SHANNON JONES
DAVID G. YOUNG**

BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO

MINUTES: Regular Session – May 2, 2023

This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the April 25, 2023, meeting.

Shannon Jones – present

Tom Grossmann – absent

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the April 25, 2023, meeting were read and approved.

- 23-0529 A resolution was adopted to hire Emily Harris as Administrative Clerk, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0530 A resolution was adopted to hire Rachel McAninch as an On-Going caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 23-0531 A resolution was adopted to accept resignation of Jessica Anderson, Eligibility Referral Specialist II within the Warren County Department of Job and Family Services, Human Services Division, effective May 5, 2023. Vote: Unanimous
- 23-0532 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Tyler Blair within Warren County Telecommunications. Vote: Unanimous
- 23-0533 A resolution was adopted to approve a pay increase for Sara Orr within the Warren County Department of Emergency Services. Vote: Unanimous

- 23-0534 A resolution was adopted to authorize the internal posting of the “Water Distribution/ Customer Service Worker” position within the Water and Sewer Department, in accordance with Warren County Personnel Policy Manual, Section 2.02 (A). Vote: Unanimous
- 23-0535 A resolution was adopted to authorize the internal posting of the “Water Distribution/ New Construction Locator” position, within the Water and Sewer Department, in accordance with Warren County Personnel Policy manual, Section 2.02 (A). Vote: Unanimous
- 23-0536 A resolution was adopted to approve reappointment to the Mental Health Recovery Services of Warren and Clinton Counties Board of Directors. Vote: Unanimous
- 23-0537 A resolution was adopted to authorize President of the Board to sign liquor permit application from the Ohio Department of Commerce, Division of Liquor Control for an event at the Warren County Fairgrounds. Vote: Unanimous
- 23-0538 A resolution was adopted to approve and enter into an agreement with Warren County Board of Developmental Disabilities on behalf of the Warren County Transit Service. Vote: Unanimous
- 23-0539 A resolution was adopted to authorize Warren County Telecommunications to accept the transfer of surplus radio equipment from Turtlecreek Township. Vote: Unanimous
- 23-0540 A resolution was adopted to enter into annual renewal and maintenance agreement with Gencore Candeo, LTD on behalf of Warren County Telecommunications. Vote: Unanimous
- 23-0541 A resolution was adopted to approve and enter into a memorandum of understanding between the Department of Warren County Children Services and Warren County recovery Court. Vote: Unanimous
- 23-0542 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0543 A resolution was adopted to declare various items within Board of Developmental Disabilities, Facilities Management, OhioMeansJobs, Telecommunications, and Veterans as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 23-0544 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous

- 23-0545 A resolution was adopted to approve a subdivision public improvement performance and maintenance security agreement release with Grand Communities, LLC for Shaker Run Subdivision, Section 10, Phase A, situated in Turtlecreek Township. Vote: Unanimous
- 23-0546 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-0547 A resolution was adopted to approve supplemental appropriation into Common Pleas Court Community Corrections Fund #2227. Vote: Unanimous
- 23-0548 A resolution was adopted to approve appropriation adjustment from Commissioners' General Fund #11011110 into Sheriff's Office- Corrections Fund #11012210. Vote: Unanimous
- 23-0549 A resolution was adopted to approve appropriation adjustment within OMB General Fund #11011115. Vote: Unanimous
- 23-0550 A resolution was adopted to approve appropriation adjustment within Juvenile Court Fund #2247. Vote: Unanimous
- 23-0551 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-0552 A resolution was adopted to approve Health Insurance Portability and Accountability Act (HIPAA) Policy effective May 2, 2023. Vote: Unanimous
- 23-0553 A resolution was adopted to approve temporary intercounty job share agreement with Clinton County. Vote: Unanimous

DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Barney Wright, Warren County Treasurer, was present along with James Spaeth, Warren County Clerk of Courts, for a meeting of the Warren County Investment Advisory Board.

Mr. Wright reviewed the current yields and discussed length of investments.

Tammy Whitaker, Benefits Administrator, was present along with Susan Spencer, Personnel Officer, to present the proposed Health Insurance Portability and Accountability Act (HIPAA) Policy.

Commissioner Jones stated she is a member of the Data Board and stated this policy has been a long time coming and has raised a lot of questions on security. She then stated there is an ongoing discussion relative to cyber security.

Katherine Horvath, Assistant Prosecutor, stated that a risk assessment was completed as part of the process in creating this policy and the committee then went through the requirements step by step and addressed the needs.

Upon discussion, the Board resolved (Resolution #23-0552) to approve Health Insurance Portability and Accountability Act (HIPAA) Policy effective May 2, 2023.

Ms. Whitaker reviewed the current employee assistance program (EAP) stating that the current program has had minimal participation. She stated there are difficulties in scheduling appointments with the current provider.

Ms. Whitaker stated that Horan Associates has discovered a similar program from a new provider and requested the Board's approval to begin negotiations with them.

Upon discussion, the Board stated their agreement for staff to begin negotiations with an effective date for the new program to be July 1, 2023.

Michelle Teigtmeier, Building and Zoning Director, was present along with Gary Hubbs, Chief Building Official, to discuss the request of Clinton County for temporary assistance with zoning matters.

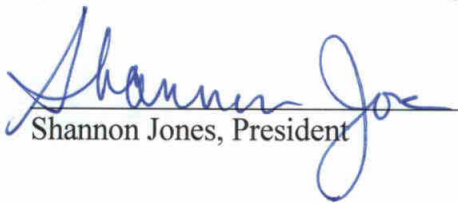
Mrs. Teigtmeier explained that Clinton County had an unexpected resignation in their zoning department, leaving one remaining employee with only four months experience. She stated that Warren County currently provides building inspection services and they have reached out requesting temporary assistance with their zoning matters until they can hire a replacement.

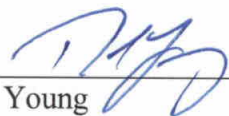
There was discussion relative the job-sharing agreement being temporary and the ability for current Warren County employees to take on additional responsibility during this short time.

Upon further discussion, the Board resolved (Resolution #23-0553) to approve temporary intercounty job share agreement with Clinton County.

On motion, upon unanimous call of the roll, the Board entered executive session at 9:17 a.m. to conference with the Board's legal counsel concerning disputes that are subject to pending and imminent court actions pursuant to Ohio Revised Code Section 121.22 (G)(3) and exited at 10:45 a.m.

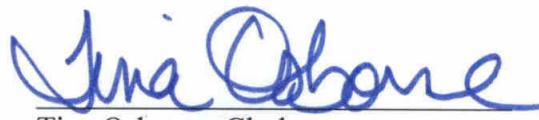
Upon motion the meeting was adjourned.


Shannon Jones, President


David G. Young

Tom Grossmann

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on May 2, 2023, in compliance with Section 121.22 O.R.C.


Tina Osborne, Clerk
Board of County Commissioners
Warren County, Ohio