

Resolution

Number 17-1578

Adopted Date October 12, 2017

APPROVE THE PROMOTION OF NICHOLAS ZIMMERMAN TO THE POSITION OF WATER TREATMENT PLANT OPERATOR II WITHIN THE WARREN COUNTY WATER AND SEWER DEPARTMENT

WHEREAS, Mr. Zimmerman has obtained his Class II Water Supply I license; and

NOW THEREFORE BE IT RESOLVED, to approve the promotion of Nicholas Zimmerman, to the position of Water Treatment Plant Operator I of Warren County Water and Sewer Department, classified, full-time permanent, non-exempt status, Pay Range 17, at \$19.75 per hour, subject to a 180-day probationary period, effective pay period beginning September 2, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Water/Sewer (file)
Nick Zimmerman's Personnel file
OMB-Sue Spencer

Resolution

Number 17-1579

Adopted Date October 12, 2017

HIRE BRIAN BEAUDRY AS ECONOMIC DEVELOPMENT SPECIALIST WITHIN THE
WARREN COUNTY ECONOMIC DEVELOPMENT DEPARTMENT


BE IT RESOLVED, to hire Brian Beaudry as Economic Development Specialist within the Economic Development Department, classified, salaried, exempt, full-time permanent status, Pay Range A (17) \$1,416.00, bi-weekly, effective October 16, 2017, subject to a 365-day probationary period.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

H/R

cc: Economic Development (file)
B. Beaudry's Personnel file
OMB

Resolution

Number 17-1580

Adopted Date October 12, 2017

AUTHORIZE THE POSTING OF THE " DATA TECHNICIAN II" POSITION, WITHIN THE TELECOMMUNICATIONS DEPARTMENT, IN ACCORDANCE WITH WARREN COUNTY PERSONNEL POLICY MANUAL, SECTION 2.02(a)

WHEREAS, there exists one opening for a "Data Technician II" position within the Telecommunications Department; and

NOW THEREFORE BE IT RESOLVED, to authorize the posting of the position of "Data Technician II" in accordance with Warren County Personnel Policy Manual, Section 2.02(A); posting to occur for a period of at least seven (7) consecutive calendar days beginning October 13, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

H/R

cc: Telecom (File)
OMB – Sue Spencer

Resolution

Number 17-1581

Adopted Date October 12, 2017

APPROVE END OF 365-DAY PROBATIONARY PERIOD AND APPROVE A PAY INCREASE FOR RYAN POWELL, METER READER I WITHIN THE WARREN COUNTY WATER AND SEWER DEPARTMENT

WHEREAS, Ryan Powell, Meter Reader I within the Warren County Water and Sewer Department, has successfully completed a 365-day probationary period, effective October 17, 2017; and

NOW THEREFORE BE IT RESOLVED, to approve Ryan Powell's completion of 365-day probationary period and to approve a pay increase to end of probationary rate of \$15.86 per hour effective pay period beginning October 28, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Water and Sewer (file)
R. Powell's Personnel File
OMB – Sue Spencer

Resolution

Number 17-1582

Adopted Date October 12, 2017

APPROVE END OF 365-DAY PROBATIONARY PERIOD AND APPROVE A PAY INCREASE FOR DAVID WOOD, LEPC/GRANTS COORDINATOR WITHIN THE WARREN COUNTY DEPARTMENT OF EMERGENCY SERVICES

WHEREAS, David Wood, LEPC/Grants Coordinator within the Warren County Department of Emergency Services, has successfully completed a 365-day probationary period, effective October 10, 2017; and

NOW THEREFORE BE IT RESOLVED, to approve David Wood's completion of 365-day probationary period and to approve a pay increase to end of probationary rate of \$16.69 per hour effective pay period beginning October 14, 2017.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Emergency Services (file)
D. Wood's Personnel File
OMB – Sue Spencer

Resolution

Number 17-1583

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO SARAH SMITH, ELIGIBILITY REFERRAL SPECIALIST II, WITHIN THE DEPARTMENT OF JOB AND FAMILY SERVICES, HUMAN SERVICES DIVISION

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Sarah Smith, Eligibility Referral Specialist; and

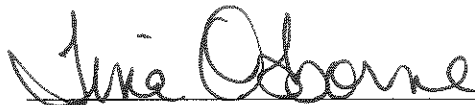
NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Sarah Smith for a personal illness not to exceed twelve (12) weeks; pending further documentation from Ms. Smith's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Human Services (file)
S. Smith's FMLA file
OMB – Sue Spencer

Resolution

Number 17-1584

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO JOHANNE HAIRSTON, ELIGIBILITY REFERRAL SPECIALIST II, WITHIN THE DEPARTMENT OF JOB AND FAMILY SERVICES, HUMAN SERVICES DIVISION

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Johanne Hairston, Eligibility Referral Specialist; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Johanne Hairston not to exceed twelve (12) weeks; pending further documentation from Ms. Hairston's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Human Services (file)
J. Hairston's FMLA file
OMB – Sue Spencer

Resolution

Number 17-1585

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO WESLEY BAKER,
SERVICE WORKER II, WITHIN THE DEPARTMENT OF FACILITIES MANAGEMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Wesley Baker,
Service Worker II; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for
Wesley Baker not to exceed twelve (12) weeks; pending further documentation from Mr. Baker's
physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Facilities Management (file)
W. Baker's FMLA file
OMB- Sue Spencer

Resolution

Number 17-1586

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO TOM MALONEY, BUILDING AND ELECTRICAL SUPERVISOR, WITHIN THE BUILDING AND ZONING DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Tom Maloney, Building and Electrical Supervisor; and

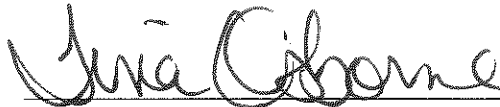
NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Tom Maloney, not to exceed twelve (12) weeks; pending further documentation from Mr. Maloney's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Building & Zoning (file)
T. Maloney's FMLA file
OMB – Sue Spencer

Resolution

Number 17-1587

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO RONALD SEMPSROTT, BUILDING AND ELECTRICAL INSPECTOR III, WITHIN THE BUILDING AND ZONING DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Ronald Sempsrott, Building and Electrical Inspector III; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Ronald Sempsrott not to exceed twelve (12) weeks; pending further documentation from Mr. Sempsrott's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Building and Zoning (file)
R. Sempsrott FMLA file
OMB – Sue Spencer

Resolution

Number 17-1588

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO LAURA GRAY, SYSTEM DATA MANAGER, WITHIN THE WATER AND SEWER DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Laura Gray, System Data Manager; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Laura Gray not to exceed twelve (12) weeks; pending further documentation from Mrs. Gray's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Water/Sewer (file)
L. Gray FMLA file
OMB - Sue Spencer

Resolution

Number 17-1589

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO JOHN MCINTOSH,
SEWER COLLECTIONS WORKER III, WITHIN THE WATER AND SEWER DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for John McIntosh, Sewer Collections Worker III; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for John McIntosh not to exceed twelve (12) weeks; pending further documentation from Mr. McIntosh's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Water/Sewer (file)
J. McIntosh's FMLA file
OMB- Sue Spencer

Resolution

Number 17-1590

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO JESSICA JOHNSON,
ADMINISTRATIVE ASSISTANT, WITHIN THE TELECOMMUNICATIONS DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Jessica Johnson, Administrative Assistant; and

NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Jessica Johnson not to exceed twelve (12) weeks; pending further documentation from Ms. Johnson's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Telecom (file)
J. Johnson's FMLA file
OMB- Sue Spencer

Resolution

Number 17-1591

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO RHONDA BERNARD,
APPLICATIONS ANALYST I, WITHIN THE TELECOMMUNICATIONS DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Rhonda Bernard, Applications Analyst I; and

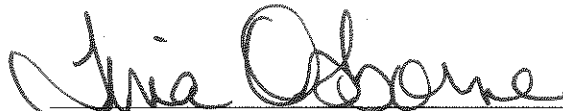
NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for Rhonda Bernard not to exceed twelve (12) weeks; pending further documentation from Ms. Bernard's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Telecom (file)
R. Bernard's FMLA file
OMB- Sue Spencer

Resolution

Number 17-1592

Adopted Date October 12, 2017

DESIGNATE FAMILY AND MEDICAL LEAVE OF ABSENCE TO GLENN MCKEEHAN,
RADIO SYSTEMS SUPERVISOR, WITHIN THE TELECOMMUNICATIONS DEPARTMENT

WHEREAS, it is necessary to designate a Family and Medical Leave of Absence for Glenn
McKeehan, Radio Systems Supervisor; and


NOW THEREFORE BE IT RESOLVED, to designate Family and Medical Leave of Absence for
Glenn McKeehan not to exceed twelve (12) weeks; pending further documentation from Mr.
McKeehan's physician.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Telecom (file)
G. McKeehan's FMLA file
OMB- Sue Spencer

Resolution

Number 17-1593

Adopted Date October 12, 2017

ESTABLISH ALTERNATIVE MEETING SCHEDULE FOR OCTOBER, NOVEMBER AND DECEMBER 2017

WHEREAS, in an attempt to engage more directly with residents and elected officials and learn more from communities throughout Warren County, this Board desires to amend the meeting schedule to accommodate various traveling meetings in the months of October, November and December, 2017; and

NOW THEREFORE BE IT RESOLVED, to establish the following alternative meeting dates for October, November and December 2017:

OCTOBER

Tuesday, October 17, 2017	Regular Tuesday meeting at 9:00 a.m.
Tuesday, October 24, 2017	Regular Tuesday meeting at 9:00 a.m.
Tuesday, October 31, 2017	Regular Tuesday meeting at 9:00 a.m.

NOVEMBER

Thursday, November 2, 2017	<u>Traveling meeting</u> beginning at 5:00 p.m.—Turtlecreek Township Administration Building, 670 N State Route 123, Lebanon, Ohio 45036
Tuesday, November 14, 2017	Regular Tuesday meeting at 9:00 a.m.
Thursday, November 16, 2017	<u>Traveling meeting</u> beginning at 5:00 p.m.—Clearcreek Township Government Center, 7593 Bunnell Hill Road, Springboro, Ohio 45066
Tuesday, November 21, 2017	Regular Tuesday meeting at 9:00 a.m.
Tuesday, November 28, 2017	Regular Tuesday meeting at 9:00 a.m.

DECEMBER

Tuesday, December 5, 2017	Regular Tuesday meeting at 9:00 a.m.
Thursday, December 14, 2017	<u>Traveling meeting</u> beginning at 5:00 p.m.—Franklin Township Administration Office, 418 Fairview Drive, Franklin, Ohio 45005
Tuesday, December 19, 2017	Regular Tuesday meeting at 9:00 a.m.
Thursday, December 21, 2017	Regular Thursday meeting at 5:00 p.m.
Thursday, December 28, 2017	Regular Thursday meeting at 5:00 p.m.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc:

Auditor 

All Departments

Press

Resolution

Number 17-1594

Adopted Date October 12, 2017

AUTHORIZE COUNTY ADMINISTRATOR TO SIGN SETTLEMENT AGREEMENT ON BEHALF OF THE WARREN COUNTY BOARD OF COMMISSIONERS AND WARREN COUNTY DISPATCH ASSOCIATION REGARDING OVERTIME GRIEVANCES

WHEREAS, the Warren County Dispatch Association has filed four grievances alleging violations of the overtime distribution and overtime assignment procedures; and

WHEREAS, arbitration is scheduled to review the Overtime Grievance filed by Rob Plummer while the remaining three grievances are being held in abeyance; and

WHEREAS, the Parties are currently engaged in negotiations for a successor collective bargaining agreement including the negotiation of both Parties' proposed changes to Article 18 "Hours of Work and Overtime"; and

WHEREAS, the Parties expect the current negotiation of Article 18 to resolve any further ambiguity or misunderstanding regarding the overtime distribution procedures at issue in the Overtime Grievances; and

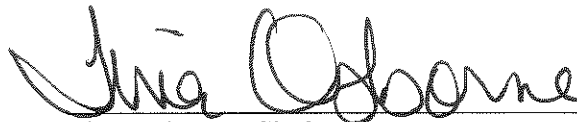
NOW THEREFORE BE IT RESOLVED, to authorize County Administrator to sign a settlement agreement on behalf of the Warren County Board of Commissioners and Warren County Dispatch Association regarding overtime grievances; as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: c/a – Warren County Dispatch Association
Emergency Services (file)
OMB- Sue Spencer

SETTLEMENT AGREEMENT

This Agreement is entered into by and between the Warren County Commissioners (“Employer”) and the Warren County Dispatch Association (“WCDA”). These parties will be collectively referred to herein as the “Parties.”

WHEREAS, the Employer and the WCDA have executed a collective bargaining agreement effective from January 1, 2015 to December 31, 2017; and

WHEREAS, the WCDA has filed four grievances on behalf of Rob Plummer, Doug Short, Andrew Farlino, and Tramel Waddell, which are referred to herein as the “Overtime Grievances;” and,

WHEREAS, each Overtime Grievance described herein, alleges violations of the overtime distribution and overtime assignment procedures in the Parties’ collective bargaining agreement, and all Overtime Grievances address the same or similar facts and legal issues; and,

WHEREAS, the Overtime Grievance filed on behalf of Rob Plummer is scheduled for arbitration in AAA Case No. 01-17-0003-6646, and all other Overtime Grievances are being held in abeyance; and,

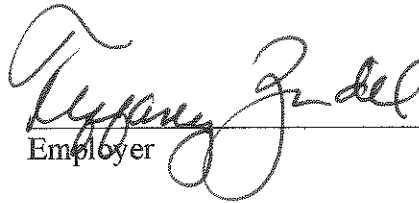
WHEREAS, the Parties are currently engaged in negotiations for a successor collective bargaining agreement, including the negotiation of both Parties’ proposed changes to Article 18, “Hours of Work and Overtime;” and

WHEREAS, the Parties expect the current negotiation of Article 18 to resolve any further ambiguity or misunderstanding regarding the overtime distribution procedures at issue in the Overtime Grievances;

NOW THEREFORE BE IT RESOLVED THAT, the Parties agree, as follows:

- 1) The “Overtime Grievances” resolved as part of this Agreement are as follows:
 - a. Rob Plummer Grievance – filed on or about June 7, 2017
 - b. Doug Short Grievance – filed on or about June 30, 2017
 - c. Andrew Farlino Grievance – filed on or about July 8, 2017
 - d. Tramel Waddell Grievance – filed on or about July 11, 2017
- 2) The Union withdraws all Overtime Grievances listed herein, with prejudice.
- 3) The Employer agrees to pay Rob Plummer, Doug Short, and Andrew Farlino (8) hours of straight-time pay at each employee’s regular hourly rate of pay.
- 4) The Parties agree to split any cancellation fees assessed the Parties in Case No. AAA Case No. 01-16-0002-0179.

- 5) The Employer does not admit to any violation of the collective bargaining agreement, and enters this agreement solely in the interest of resolving the Overtime Grievances without further litigation.
- 6) This Agreement shall not set precedent for other grievance settlements between the Parties, and the terms of this Agreement shall not be used to interpret the current or amended language of Article 18 in the event the Parties have further disagreements regarding the meaning of language in Article 18.
- 7) Any violation of this Agreement shall be subject to the Grievance and Arbitration procedures set forth in the Parties' collective bargaining agreement.

 10-12-17
Employer Date

 10/5/17
WCDA Date

Resolution

Number 17-1595

Adopted Date October 12, 2017

APPROVE THE WARREN COUNTY PREVENTION RETENTION AND CONTINGENCY PLAN FOR THE WARREN COUNTY DEPARTMENT OF HUMAN SERVICES

NOW THEREFORE BE IT RESOLVED, to approve the PRC Prevention Retention and Contingency Plan on behalf of the Warren County Department of Human Services as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Human Services (file)

**Warren County
Job and Family Services
Division of Human Services
Prevention, Retention, Contingency Plan (PRC)
10/1/2017**

**Warren County Job & Family Services
Division of Human Services
416 S. East Street
Lebanon, OH 45036
513-695-1420**

Contact Information:

**Lauren Cavanaugh, Director
513-695-1402**

**Arlene Byrd, Deputy Director
513-695-1422**

**Kiley Dane, Supervisor
513-695-1405**

Table of Contents

SECTION I. INTRODUCTION	3
SECTION II. EMERGENT NEED AND EXPLORING COMMUNITY RESOURCES	4
SECTION III. ELIGIBILITY	4
A. Economic Needs.....	4
B. Resources/Assets.....	6
C. Assistance Groups.....	7
D. Disqualifiers.....	8
E. Application Process.....	8
F. PRC Program Modification/Termination.....	9
SECTION IV. CHILD WELFARE: SERVICES AND BENEFITS	10
A. Kinship Navigator Services.....	10
B. TANF Child Welfare.....	11
Definitions of Eligible TANF Child Welfare Services.....	12
C. Kinship and Child Welfare Conditional Services.....	14
SECTION V. WCDJFS: SERVICES AND BENEFITS	15
Ineligible Applicants.....	15
Contingency Services.....	15
Employment and Training Services/Benefits.....	16
Rent Assistance.....	16
Utility Assistance.....	17
Automobile Repair.....	17
Transportation Assistance.....	18
Child Care Registration Fees.....	18
Ohio Youth to Work Program.....	19
Other Services/Benefits.....	19
SECTION VI. WCDJFS EMPLOYMENT RELATED SERVICES AND BENEFITS	20
Transitional Benefit Program.....	20
New Employment Bonus Program.....	21
Employee Retention Bonus Program.....	21
SECTION VII. WCDJFS DISASTER ASSISTANCE	22
Disaster Assistance.....	22
Disaster Assistance for Adults and Disabled.....	23
SECTION VIII. SUBGRANTED OR CONTRACTUAL PRC	24
SECTION IX. COMMISSIONER APPROVAL	26
Signatures.....	26
SECTION X. EXHIBITS	27

SECTION I INTRODUCTION

The Prevention, Retention and Contingency Program, better known as PRC is designed to assist families in overcoming immediate barriers to achieving or maintaining self-sufficiency and personal responsibility. This is accomplished by providing necessary benefits and services that will enable individuals to obtain employment, keep employment, and improve their overall economic circumstances and stability.

The PRC program provides for nonrecurring, short-term, crisis-oriented benefits and ongoing services that are directly related to one of the four purposes of the Temporary Assistance for Needy Families (TANF) Program. To ensure fair and equitable treatment of the families applying for PRC, the program shall be continuously in operation according to the standards and procedures as set forth within this document. The covered benefits, services, or amounts specified in this plan may not be reduced, limited or restricted unless the program is amended or at the discretion of the Director of the agency. The services and benefits provided under the PRC program fall into three categories:

- PREVENTION:** Benefits/Services are provided prevent a family's reliance on and/or divert them from ongoing cash assistance and guide them toward self-sufficiency by helping them through the presenting crisis.
- RETENTION:** Benefits/Services are provided to allow an employed individual to maintain employment and achieve self-sufficiency.
- CONTINGENCY:** Benefits/Services are provided to meet an emergent need that threatens the health or well being of one or more family members.

A program or service provided through the PRC program must accomplish one of the four purposes of TANF which include:

- TANF Purpose 1:** To provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.
- TANF Purpose 2:** To end the dependence of needy parents on government benefits by promoting job preparation, work and marriage.
- TANF Purpose 3:** To prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies.
- TANF Purpose 4:** To encourage the formation and maintenance of two-parent families.

PRC funds may only provide benefits and services which are not considered "assistance" (45 C.F.R. 260.31). This definition includes non-recurrent, short-term benefits that are designated to deal with specific crisis or episode of need, are not intended to meet recurrent/ongoing needs, and will not extend beyond four (4) consecutive months. Non-recurrent benefits and services may encompass more than one payment per

calendar year, as long as the payment provides short-term relief and addresses a crisis situation rather than meeting an ongoing or recurrent need and does not exceed the assistance group benefit/cap limit.

SECTION II EMERGENT NEED AND EXPLORING COMMUNITY RESOURCES

Every reasonable effort must be made to explore the availability of resources within the county prior to the authorization of PRC. An Assistance Group (AG) is required to apply for and utilize any program benefit or support system(s) which may reduce or eliminate the presenting need. County staff determining eligibility for PRC should be aware of community resources which may be utilized to help meet the need. Failure on behalf of the applicant to accept or utilize available community resources will be grounds for denial of a PRC application. The PRC Program is designed to provide **temporary** assistance to families with a demonstrated emergent need. In all cases, the amount of the PRC benefit issued must meet, but may not exceed the emergent need of the AG and fall within the established caps of the program. If the amount of PRC available cannot prevent the onset or continuation of the emergent situation, there is no eligibility for payment. In addition, multiple requests (more than one) for PRC services will be evaluated on a case by case basis. Services may not be provided if an abusive pattern of usage is established

SECTION III ELIGIBILITY

A. Economic Need

Economic eligibility includes the combination of income eligibility and evaluation of family needs. Income eligibility for PRC Services is based upon the Federal Poverty Guidelines (FPG) and varies per service category. Specific FPG guidelines have been established per service category and are listed per service are in sections IV, V, VI and VII.

1. Income

In order for the PRC AG to be found eligible, the PRC AG's income must be at or below 200% of the Federal Poverty Guidelines (FPG) in effect at the time of application, with the exception of Sub-grant and Contractual PRC Benefits and Services. PRC applicants must provide information regarding income for the last thirty (30) days prior to the date of application, including verification of this income if requested by the Warren County Department of Job and Family Services (WCDJFS). Income and family composition guidelines may vary according to the service/benefit and TANF priority. In order to determine income eligibility, WCDJFS will compare all gross income received within the last thirty (30) days to the FPG standard for the specific service category unless otherwise stated. In most cases, PRC assistance is only available to members who haven't received PRC assistance above the monetary cap during the previous 12 consecutive months. Families receiving assistance under another program may receive PRC assistance. Some exceptions to this rule exist and can be found within each service category.

All gross earned and unearned income which has been received by any member of the PRC AG during the 30 day budget period is considered when determining financial need. The 30 day period begins 30 days prior to the date of the application and ends on the application date. The income received during this period is used in the computation of financial eligibility. This includes all income which is normally exempt or disregarded when determining eligibility for OWF, FA or DA. Examples of gross earned and unearned income include;

Gross earned income examples include, but are not limited to:

- Earnings from work as an employee
- Earnings from self-employment, less the cost of doing business
- Training allowance
- Commission

Gross unearned income examples include, but are not limited to:

- RSDI benefits
- Alimony and child support
- Veterans Administration Benefits
- Worker's Compensation
- Unemployment Benefits
- Pension and retirement benefits
- Investment Income
- Rental Income
- OWF and SSI payments

Income of all Assistance Group members must be verified. Only **earned** income of an AG member under the age of 18 will be **excluded** (unless child is a parent).

Per OAC 5101:1-24-20, Prevention, retention and contingency program: excluded income and resources. The following income and resources are excluded when determining financial eligibility for PRC Benefits and Services;

- Child Support payment distributions made by Ohio Department of Job and Family Services (ODJFS) pursuant to division (C) of Section 1 of Am. S.B. 170 of the 124th General Assembly (10/25/2001).
- All income that is federally excluded in the determination of eligibility for federal needs-based programs. Federally excluded income include the income sources identified below;
 - Drug discounts and transitional assistance received under the Medicare Prescription Drug Improvement, and Modernization Act, at Section 1860D-31(g)(6) of the Social Security Act (12/08/2003). The language in Section 1860D-319(g)(6) of the Social Security Act states that the availability of negotiated prices or transitional assistance under this section shall not be treated

as benefits or otherwise taken into account in determining an individual's eligibility for, or the amount of benefits under any other federal program.

- Monetary allowances paid under Section 401 of the Veterans Benefits and Health Care Improvement Act of 2000, effective December 1, 2000. Payments authorized and made by the veteran's administration (VA) to provide certain benefits, including a monthly monetary allowance for children with covered birth defects are the natural children of women veterans serviced in the republic of Vietnam from February 28, 1961 through May 7, 1975.

With the above exception, the total gross income, both earned and unearned, of all the PRC AG members, shall be counted. There are no deductions or exclusions allowed from any type of countable income. Written or verbal verification of income is required. For any verification which is obtained by phone, there must be clear documentation in the PRC AG record concerning the name and position of the information provider, the date the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification.

Once the total gross countable income of a PRC AG is determined and verified, the amount is compared to the 200% Federal Poverty Guidelines for the appropriate PRC AG size. If the total PRC AG income is equal to or less than 200% of the FPG amount for the applicable PRC AG size, the PRC AG meets the income requirement.

2. Resource/Assets

A general principle of the PRC Program is any resources which an Assistance Group (AG) member currently has available must be applied toward the emergent need. The resources to be considered for PRC are those which are both liquid and available to help the AG meet the emergent need. Liquid resources are those which are in cash or payable in case upon demand-the most common types being:

- Savings accounts, checking account, stocks, bonds, mutual funds and promissory notes. Available liquid resources are those in which any AG member has a legal interest and legal ability to use or dispose of.

Resources owned by one AG member are considered available to all other AG members. If ownership of a resource is shared by an AG member and a non-AG member, it is considered available if the AG member has access to the entire resources.

All available liquid resources which any AG member has in excess of \$500.00 must be applied toward the emergent need; the exception being contractual agreements or some special programs offered by WCDJFS. Any resources exceeding \$500.00 which was transferred without adequate consideration within the past 30 days prior to the PRC application shall be considered a resource which is available to be applied toward the emergency need.

B. Assistance Group (AG):

General PRC eligibility requires that a child under the age of eighteen (18) or age nineteen (19) but attending high school or its equivalent reside in the household. Special consideration has been made to non-custodial parents, shared parenting, families where children have been temporarily removed, kinship providers, and pregnant women in their third trimester of pregnancy.

The method of defining the PRC Assistance Group (AG) varies by service category and is described per service area. AG determination for families where children are temporarily absent from the home or shared parenting situations are described below.

1. Temporary Absence (5101:1-3-04)- The absence of a member of the AG is temporary when all of the following conditions are met;
 - a. The location of the absent individual is known;
 - b. There is a definite plan for the return of the absent individual to the home; and
 - c. The absent individual shared the home with the assistance group prior to the onset of the absence. A newborn is considered to be sharing the home with the assistance group at the time of birth.

An AG member may be considered temporarily absent for up to 45 consecutive days. An AG member who is, or is expected to be absent from the home without good cause for longer than 45 consecutive days does not meet the temporary absence requirement of PRC/OWF. Good cause reasons can be found in OAC 5101:1-3-04 (C) (1-8).

2. Cases where children are temporarily absent from the home (i.e., taken into legal protective custody by the Warren County JFS, Division of Children Services), remaining household members may be eligible for PRC assistance if the following criteria apply:
 - The child has been out of the home less than a total of six (6) consecutive months,
 - The family has a Children Services reunification plan in place,
 - The family is actively working toward reunification, as verified by the Children Services caseworker. Authorization of PRC services must contribute to the reunification process.

3. Shared Parenting

In a situation where two parents claim custody or shared parenting of child(ren) and are claiming the child to be in the home for purposes of PRC eligibility, one of the following three criteria must be verified:

Does the requesting parent receive and/or pay support for the child(ren)? If one parent pays support, the parent in receipt of the support should be considered the custodial parent. If no support order is established, verify

- a. Does the requesting parent or the other custodial parent receive OWF case assistance? If one parent receives cash assistance and the child(ren) are part of the assistance group, the OWF recipient should be considered the custodial parent. If neither household receives cash assistance, verify (b).

- b. The parent requesting PRC services may present one of two documents to verify shared parenting. He/She may bring verification that the child is claimed as a dependent on the most recent Federal tax filing OR may bring in a signed letter from the other parent. Such letter should state that the parenting is shared, that the signer understands the other parent is applying for PRC services, and that any approval of services may affect the signer's future eligibility for PRC services.

C. Disqualifiers

Disqualifiers are listed per service category and deem the applicant ineligible for the services. Refer to specific service area for list of corresponding disqualifiers.

D. Application Process

The PRC applicant or an authorized representative must complete the WCDJFS, Prevention, Retention, and Contingency Program (PRC) Application or other required applications to request PRC benefits or services. In accordance with Section 329.051 of the ORC each applicant will be provided with a voter registration form when requesting a PRC application. An applicant is responsible for completing all necessary documents, furnishing all available facts and information, and cooperating in the eligibility determination process.

Eligibility for PRC is dependent upon the PRC Assistance Group's (AG) demonstration and verification of the need for financial assistance and/or services, and whether the county determines that a provision of PRC will satisfy the need.

Samples of all PRC Applications appear in the Exhibits Section of the Plan.

The county is responsible for using objective criteria when determining eligibility and approving or denying the application within 10 days after completion of the application process in a fair and equitable manner, which includes verification of information. Eligibility will be carefully evaluated on a case-by-case basis. Immediate needs, whether or not the PRC Program can be of benefit, will be determined by the WCDJFS. WCDJFS has the authority to designate the application process be completed by other entities based upon a contractual agreement.

This program is designed to help people overcome immediate barriers to achieving or maintaining self-sufficiency and personal responsibility, thereby preventing the need for ongoing public assistance. However, the fact that an ongoing Medicaid, OWE, Food Assistance or DA assistance group is active is not necessarily a determining factor in the consideration of eligibility for the PRC Program. In addition, the WCDJFS must inform individuals about other programs (i.e., Medicaid and Food Assistance) that are available and of hearing rights that are applicable.

Once the PRC application is approved, WCDJFS will authorize and generate payment for assistance, goods, or services. Authorization may occur any time after the application is approved.

The applicant shall receive a notice of approval or denial within forty-five 45 days of the date of application. The applicant shall receive Notice of Approval of Your Application for Assistance (ODJFS 4074) or Notice of Denial Your Application for Assistance (ODJFS 7334) pursuant to the decision rendered. Applicants shall receive a copy of hearing rights at the time of the decision.

- Applicants have 14 days from the date of application to submit all required payments, in the form of a money order, toward the approved benefit. Failure to comply will result in denial of the approved application on the 15th day.
- Failure to cooperate during the eligibility process which results in a denial for PRC Services and/or Benefits, will result in the inability to re-apply for 30 days after the denial, unless the agency determines otherwise.

Under this Program, an eligible AG may receive customized assistance, goods, or services determined by the WCDJFS. Ongoing receipt of Medicaid, Food Assistance, Ohio Works First, or Disability Assistance is not a determining factor in considering an AG's eligibility for PRC services (outside of any income received through said programs). WCDJFS will inform applicants of other programs/services available through the Agency.

Receipt of PRC services in another county or PRC/TANF services provided in another state shall be considered when processing a PRC application. PRC/TANF benefits and amounts received in other counties and/or states shall be considered and included in the caps.

WCDJFS will pursue collection of PRC assistances which has been obtained fraudulently or that has been determined to be an overpayment.

E. PRC Program Modification/Termination

Warren County reserves the right to modify or terminate the PRC program at any time.

Modifications may encompass any or all areas of the county PRC Plan. Any modifications of the PRC Plan will be submitted to the Warren County Board of County Commissioners for approval. Upon approval, WCDJFS will submit the modified plan to the Ohio Department of Job and Family Services. Warren County reserves the right to modify or terminate PRC services or eligibility requirements for any reason, including (but not limited to) reduction of funds, changes in State or Federal Regulations, and the need to address appropriate emerging needs within the community.

SECTION IV

CHILD WELFARE SERVICES AND BENEFITS

PRC payments are limited to the amount actually required to meet the presenting need, up to the amounts listed below for each type of assistance received within the timeframes described. Verifications of amounts owed must be original bills or invoices.

- A. **Kinship Navigator Services-** are designed to provide support and assistance to relatives, legal guardians or caregivers of minor children who are not able to be cared for by their biological parents or stepparents. Kinship services can be provided to those who are responsible for the day to day care and well-being of a child(ren) on a long term basis.

Kinship Navigator Services meet TANF Purposes 1.

AG definition for Kinship Navigator- A child under age eighteen (18)/age nineteen (19) and still attending high school or its equivalent and immediate household members which includes the relative, legal guardian, or caregiver, spouses of the relative, legal guardian, or caregiver, all children for whom the caregiver is responsible for and living in the household. Other adult household members and children, for whom the relative, legal guardian or caregiver is not responsible, will not be considered part of the AG.

Eligibility: At or below 200% FPG. Eligibility is based on the Self-Declaration Application found on page 35 of this plan.

Disqualifiers: Any one of the following AG characteristics will deem the applicant ineligible for services:

- The applicant is not a U.S. citizen or legal alien (ineligible aliens may apply on behalf of their eligible children)
- Any members of the AG are fugitive's felons or probation/parole violators.

Kinship Navigator Services	Description	Eligibility at or below 200% FPG	CAPS per rolling twelve (12) month period and TANF Purpose
Information and referral Comprehensive information and access to legal services Comprehensive information and access to child care Respite care Training	Kinship Navigator services provide an opportunity for the Warren County JFS, Division of Children Services to assist children and family members/care givers providing care for children who are unable to be cared for by their biological or step parents.	At least one child in the household must be a kinship care placement. Kinship services can be provided to relatives/caregivers who are responsible for the day to day care and wellbeing of a child(ren) on a long term basis. Self-Declaration Application	N/A TANF Purpose: 1 (see the assistance group section for information regarding child who are temporarily absent from the home)

Comprehensive information and access to financial assistance			
Evaluation and reporting			
Identification of Kinship Caregivers with Self-Declaration Application			

B. TANF Child Welfare

AG definition for TANF Child Welfare consists of a child under age eighteen (18)/age nineteen (19) and still attending high school or its equivalent and immediate family members in the household. Immediate family members include biological parents and stepparents, designated guardians or caregivers, biological and step-siblings in the household. Other adult household members will not be considered part of the AG.

TANF Child Welfare services meet TANF Purpose 1.

Eligibility: At or below 200% FPG. Child welfare services activities must meet a documented and specified purpose for the well-being of child/children within the AG. Eligibility is based on the Self-Declaration Application found on page 35 of this plan.

Disqualifiers: Any one of the following AG characteristics will deem the applicant ineligible for services:

- The applicant is not a U.S. citizen or legal alien (ineligible aliens may apply on behalf of their eligible children)
- Any members of the AG are fugitive felons or probation/parole violators.

TANF Child Welfare Services	Description	Eligibility at or below 200% FPG	CAPS per rolling twelve (12) month period and TANF Purpose
Child welfare services allowable under the TANF program but not limited to: <ul style="list-style-type: none"> • Emergency housing services • Domestic Violence Services • Homes-based services & mentoring programs • Parent education and training • Respite care services • Transportation Services 	TANF Child Welfare services provided an opportunity for the Warren County Job and Family Services, Division of Children Services to provide services to assist in family reunification or to prevent children from being removed from the home. (See definitions of eligible TANF Child Welfare Services)	Child/ren may reside in the family home or the child has been out of the home <u>less than a total of six consecutive months</u> If the children are out of the home, the family must have a reunification plan in place, and actively working toward reunification, as verified by the Children Services Caseworker	N/A TANF Purpose: 1 Financial Benefits received cannot exceed 4 consecutive months.

<ul style="list-style-type: none"> • Voluntary or formalized court diversion activities & mediation • Case management services • Supervised Visits 		<p>Authorization of PRC services must contribute to the reunification process.</p> <p>Self-Declaration Application</p>	
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Definitions of Eligible TANF Child Welfare Services

Eligible services for TANF/PRC Child Welfare include certain direct services and case management or supportive services. The following services are also allowable TANF Child Welfare Services under the Warren County PRC Plan:

Emergency Housing

Providing case management or supportive services as it relates to emergency housing needs including: making referrals, arranging for, and planning for emergency housing needs and services.

Children Services Case Management

Case management services including: making referrals to, arranging for services, planning, supervising, and assessing results of services provided to families and children.

Domestic Violence Services

Domestic violence services are defined as providing direct assistance to victims of domestic violence and their dependents for the purpose of preventing further violence and may include but not be limited to: meals, transportation, housing referral services, legal advocacy, children's counseling and support services and other services to victims of domestic violence and their dependents. Other eligible services include providing case management or supportive services including: making referrals, arranging for and planning for care or services, planning, supervising and assessing results of care as it relates to domestic violence services.

Home Based Services

Home Based Services are those services provided to families in their own homes or community which are intended to either preserve the family by reducing risks or achieve successful reunification from out of home placements. Services provided to help meet basic human needs, examples include case management functions related to arranging or obtaining financial assistance, food, clothing, housing, household management or repairs, child care and transportation services, Home based services also include direct (face to face) education and counseling, referral and linkage to other community services and case management.

Parent Education Services

Parent education is a teaching process to assist a parent, guardian, or custodian in developing the basic skills necessary to provide adequate care and support to a child in his own home. This also includes case

management, making referrals to, arranging for services, planning, supervising, and assessing results of Parent Education services.

Respite Care Services

Eligible services include case management, making referrals to, arranging for services, planning, supervising, and assessing results of respite care activities and the provision of respite care. Respite care services are services designed to provide temporary relief to child-caring functions which may include, but are not limited to, crisis nurseries, day treatment and volunteers or paid individuals who provide such services within the home. Respite Care Services may be provided to a child placed in a foster home or with a relative as well as for a child in his own home.

Transportation Services

Transportation Services include arranging for or providing transportation to and from needed services, resources and facilities. (It may include the provision of escort assistance). Transportation provided to children/parents for visits are eligible as well as arranging, scheduling and monitoring visits.

The following services are not PRC eligible

- Foster care and out of home maintenance payments.
- Juvenile justice services.
- Any costs associated with children who do not live with a custodial parent or other adult caretaker relative, legal guardian, or legal custodian (Except for the 180 day provision or Federal TANF goals # 3 and #4).
- Services available through other federal funding sources.
- Medical services with the exception of those services allowable under Ohio's 1996 IV-A state plan.

C. Kinship and Child Welfare Conditional Services

AG Definition for Child Welfare Conditional Services: A child under age eighteen (18)/age nineteen (19) and still attending high school or its equivalent and immediate family members in the household. Immediate family members include biological parents and stepparents, kinship caregivers who have legal custody of a minor child, biological and step-siblings in the household. Other adult household members will not be considered part of the AG. Pregnant women in their third trimester of pregnancy-each fetus is considered a separate family member.

Kinship and Child Welfare Conditional Services meeting TANF Purpose 1.

Eligibility:

- At or below 200% FPG.
- Eligibility is based on the Self-Declaration Application located on page 35 of this plan.
- Families must work with Children Services or meet the definition for kinship services, and are in need of services in order to reunite, maintain or care for children in their home.

CAP: Kinship and Child Welfare Conditional are not to exceed \$5,000 per family.

Disqualifiers: Any one of the following AG characteristics will deem the applicant ineligible for services:

- The applicant is not a U.S. citizen or legal alien (ineligible aliens may apply on behalf of their eligible children)
- Any member of the AG are fugitive felons or probation/parole violators.

Kinship & Child Welfare Conditional Service	Description	Eligibility at or below 200% FPG and TANF Purpose
Rent (Excludes late fees)	To prevent homelessness or necessary relocation moving due to domestic violence, to alleviate an overcrowded situation, acceptance into a subsidized housing program, or employment related out of county relocation. Assistance is limited to a maximum of 4 consecutive months with a CAP of \$1,500.00 total.	Rent is limited to a maximum of 4 consecutive months TANF Purpose: 1
Security Deposit	For necessary relocation, to alleviate an overcrowded situation (out of county relocation must be employment related). Assistance is limited to a maximum of 4 consecutive months with a CAP of \$500.00.	Unsubsidized and subsidized housing TANF Purpose: 1
Utilities/Deposits for utilities	Gas/heating fuel Cooking fuel Electric Water Sewage Basic telephone services Assistance is limited to a maximum of 4 consecutive month with a CAP of \$750.00.	If the HEAP eligible applicant is requesting assistance with heating or utility payment, the applicant should be referred to WCCS (Warren County Community Services) during HEAP Season prior to accessing services through the PRC Program TANF Purpose: 1
Household items	Includes necessary household items such as mattresses, beds, cribs, appliances, linens or any other necessary household item. Assistance is limited to a maximum of 4 consecutive months with a CAP of \$1,500.00.	TANF Purpose: 1
Transportation	Assistance with transportation needs through various methods which include but are not limited to; transit tickets, gas cards, pre-arranged transportation, and mileage reimbursement at the rate of reimbursement in effect for the County. Assistance is limited to 4 consecutive months with a CAP of \$200.00.	TANF Purpose: 1
KPIP Administration	The Kinship Permanency Incentive Program (KPIP) is designed to support kinship caregivers in their decision to make permanent commitments by helping defray some of the costs of caring for children. Eligible caregivers receive a one-time payment to reduce costs of initial placement. They may receive subsequent payments every six months to support the stability of the child's placement in the home.	TANF Purpose 1

SECTION V WCDJFS SERVICES AND BENEFITS

Ineligible Applicants

The following applicants are ineligible for in-house PRC Assistance and/or Benefits in Warren County if any of the following apply:

- Individuals who are not citizens of the United States and do not meet the definition of qualified aliens;
- Families that have fraudulently received assistance including Food Assistance, Cash Assistance, Medicaid and Child Care, until repayment in full occurs, except overpayments that are determined by WCDJFS to result from an agency error these situations will not restrict eligibility for PRC;
- Individuals who have quit or refused a job without good cause or have significantly reduced their hours of employment without good cause within 60 days prior to the date of the PRC application,
- Individuals serving a sanction.

Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
<p>Contingency Services: An emergent need that threatens the health, safety, or acceptable living arrangement to the extent that it prohibits children from being cared for in their own home or inhibits job preparation/retention, work or marriage.</p> <p>Examples include but not limited too; home repairs, purchase of new appliance or any situation that does not meet any of the categories listed but would threaten the health and safety of the family.</p>	Any number of individual payments to meet a non-recurrent crisis or episode of need up to \$1,000.00 per assistance group per 24 month period.	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met)</p> <p>Pregnant individuals with no other children</p>	<p>AG must have experienced an unforeseen circumstance that places a documented financial hardship on the AG, promoting the request for PRC.</p> <p>Adults in AG must be employed, awaiting UCB, or have other income such as, but not limited to disability payments. An AG whose only income is that of minor children shall not be eligible for PRC contingency services.</p>	<p>At or below 200% FPL</p> <p>TANF Purpose: 1 and 2</p>	<p>Must verify current employment or verify consistent unearned income sources such as Social Security.</p> <p>and</p> <p>For all contingency services, the applicant AG must show a pattern of good faith effort to maintain payment to the best of their ability.</p>

Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
Employment and Training Services and Benefits: <ul style="list-style-type: none"> • Purchase clothing or uniforms for work. • Purchase safety equipment, i.e., shoes, glasses, work boots. • Purchase special tools and/or equipment required for employment. 	\$250.00 for non-recurrent short term benefits to be provided once within a 12 month period.	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met)</p> <p>Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.</p>	<p>Recently employed individuals</p> <p>Under employed individuals- not having enough paid work or not doing work that makes full use of their skills and abilities.</p> <p>Unemployed families in receipt of OWF who are actively participating in their work activity and have obtained employment and/or training opportunities.</p>	<p>At or below 200% FPL</p> <p>TANF Purpose: 2</p>	Proof of employment or offer of employment

Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
Rent Payment/ Security Deposit (No payment will be made for extra fees for pets unless the pet is also a service animal. No payment will be made for any additional extras fees charged by the landlord)	<p>Past due rent or deposit up to \$1,200.00, payment to the landlord.</p> <p>Verification of the requirement for a security deposit must be provided by the landlord</p> <p>Non-recurrent short term benefits to be provided once within a 24 month period.</p> <p>Amount to be paid by WCDJFS is limited to</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met)</p> <p>Pregnant individuals with</p>	<p>AG's who can provide a Notice to Leave the Premises or Court Ordered Eviction.</p> <p>*No employment requirement with this benefit.</p> <p>AG must be able to provide a plan to avoid continuation of this issue.</p>	<p>At or below 200% FPL</p> <p>TANF Purpose: 1 and 2</p>	<p>Notice to Leave the Premises (3-Day Notice to Evict) or Court Ordered Eviction Notice</p> <p>Homeless</p> <p>Uninhabitable residence determined by Health Department</p> <p>Residing in spousal abuse center</p> <p>Overcrowded conditions (number in home must be verified by landlord)</p>

Landlords/managers must sign a repayment agreement for security deposits.	one month of late fees. Additional monthly late fees are the responsibility of the AG.	no other children			An AG whose monthly income has decreased by half due to a situation beyond their control and who needs to relocate to a less expensive housing option.
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Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
Utility Assistance for Initial Services and Shut-offs: <ul style="list-style-type: none"> Gas, propane, kerosene, wood, electric, water, sewer AG must be responsible for the utility Must be a current bill Must be a bill for the current residence 	Amount due, up to \$500.00 once within a 12 month period to assist with initial services or disconnects. Only during non-HEAP (Home Energy Assistance Program) season. HEAP Referral Exception one-time \$200.00 within 12 month period	Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met) Pregnant individuals with no other children	Families at risk: “The existence of or potential for a disruption to the health, safety or decent living arrangement of the family.” Families with children at risk of abuse or neglect. Victims of domestic violence *No employment requirement with this benefit. AG must have an ongoing plan to avoid future issues.	At or below 200% TANF Purpose: 1 and 2	AG must provide a current utility bill with the account number, service address, amount due and account holder’s name. Must enroll in PIP. AG must have at least made 1 payment within the 3 months prior to filing a PRC application to be considered for assistance. Not available during HEAP season with the exception of a one-time assistance payment for heating of up to \$200.00 with a referral from HEAP/ERHEAP with proper verification.

Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
Automobile Repair	Up to \$1,500.00 one time in a 12 month period. CDJFS has the option to deny repairs based on age, condition, repair needed and value of the vehicle.	Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met)	Employed individuals Recently employed individuals Under employed individuals- not having enough paid work or not doing work that makes full use of their skills and abilities.	At or below 200% FPL TANF Purpose: 1 and 2	The applicant must be scheduled or have worked for a minimum of 30 hours per week at minimum wage (or the equivalent), participating at a verifiable work experience program, or enrolled and attending education/training for up to 4 consecutive months. Automobile repairs will only be provided in those situations where the automobile is needed

		Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.	Individuals in education or training for up to 4 consecutive months.		to retain employment, meet the above work activity requirement, or assist with transportation for education/training. <i>Two bids are required from certified auto repair company.</i>
Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
Transportation	<p>Limited to contracted amount. <u>Transit tickets are the preferred option.</u></p> <p>Transit tickets capped at 30 days for newly employed individuals.</p> <p style="text-align: center;">OR</p> <p>Gas Cards- Limited to 4 Gas Cards issued either Weekly or Bi-Weekly dependent on proof of mileage by applicant in the amount of \$50.00 per card not to exceed a \$200.00 total disbursement.</p> <p>Uncapped for active OWF/TANF Work Activity participants</p> <p>Non-recurrent short term benefits to be provided as defined above once within a 12 month period</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met)</p> <p>Pregnant individuals with no other children</p> <p>Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.</p>	<p>Recently employed individuals</p> <p>OWF Work Activity Participants</p>	<p>At or below 200% FPL</p> <p>TANF Purpose: 2</p> <p>TANF Purpose: 4</p>	<p>Newly Employed OWF Recipients must provide proof of employment.</p> <p>OWF/TANF Work Activity Participants, no cap.</p> <p>Newly employed individuals must provide proof of employment.</p>
Child Care Registration Fee	<p>Not to exceed \$200.00 per family.</p> <p>Non-recurrent short term benefits to be provided as defined above once within a 12 month period.</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian</p>	<p>Recently employed individuals</p> <p>OWF Work Activity Participants</p>	<p>At or below 300% FPL</p> <p>TANF Purpose: 1</p> <p>TANF Purpose: 2</p>	<p>This benefit is for full and part-time employment to assist with any required Child Care Registration Fees.</p> <p>OWF/TANF Work Activity Participants, no cap.</p>

<p>Child Welfare Services Services tied to a child Welfare case plan that fall within the schedule of PRC benefits/service may be enhanced beyond the individual CAP (not to exceed the family CAP of \$1,500.00) if such services are specifically coordinated as part of the family case plan.</p>	<p>Any number of individual payments to meet a non-recurrent crisis or episode of need up to \$1,500.00 per assistance group per calendar year.</p>	<p>PRC- eligible assistance groups; pregnant women with no other minor child; non-custodial parents</p>	<p>Employed Individuals Families with child at risk of abuse or neglect</p>	<p>At or below 200% FPL TANF Purpose:1 TANF Purpose:2</p>	<p>Application with all requested verifications.</p>
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Service or Benefit	CAP	Targeted Group	Economic Need Standard and TANF Purpose	Verifications
<p>Ohio Youth to Work Program</p>	<p>Hourly wage capped at \$10.00 per hour. Services not to exceed agency TANF grant amount.</p>	<p>Youth age 14-15, as long as the youth is a minor child in a needy family and is in school. Youth age 16-24 or 16-24 who have a minor child and are considered needy, will be served under the CCMEP Program.</p>	<p>At or below 200% FPL TANF Purpose: 1 and 2</p>	<p><i>Eligibility</i> - An Ohio Youth Works program funded through PRC shall only serve persons from a TANF-eligible family. The types of persons that may be served are: • Youth ages 14-15, as long as the youth is in a needy family and is in school. The youth served may be non-custodial parents as long as they are considered "needy" and have a minor child. "Needy" is not specifically defined by state or federal regulation but may be no greater than income at 200% of the federal poverty level. <i>Family</i> is defined in federal and state law and regulations as follows: a minor child who resides with a parent, specified relative, legal guardian or legal custodian (a child may be temporarily absent from the home provided certain requirements are met); a pregnant individual with no other children; or a non-custodial parent who lives in the state, but does not reside with his/her minor child(ren).</p>

				<p><i>Foster Care:</i> Youth in a foster care setting age 14 to 15 years of age if they are a full-time student in a secondary school may be served under Ohio Youth Works. The United States Department of Health and Human Services, Administration for Children and Families (ACF) has provided guidance respective to the Youth Employment Program.</p>
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Service or Benefit	CAP	Assistance Group	Economic Need Standard and TANF Purpose	Verifications
<p>Other Services/Benefits Targeted to Goals of TANF and the PRC Plan</p>	<p>Determined by County</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian</p> <p>Pregnant women</p> <p>Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.</p>	<p>At or below 200% FPL</p> <p>TANF Purposes: 1,2,3,4</p>	<ul style="list-style-type: none"> • Required Application • Required Verifications • Must meet TANF eligibility criteria

**SECTION VI
WCDJFS EMPLOYMENT RELATED
SERVICES AND BENEFITS**

Service or Benefit	CAP	Assistance Group	Economic Need Standard and TANF Purpose	Verifications
<p>Transitional Benefit for Full Time Employment</p> <p>This benefit is not available for work assignments made through temporary staffing agencies until individual is hired by the placement company.</p> <p>This program is only available to participants who are experiencing a termination or reduction in TANF/OWF benefits as a result of securing full time employment.</p> <p>The Transitional Benefit Program provides benefits for up to 2 months from the start of employment. The transitional benefit is not considered assistance as defined in 45 C.F.R. 260.31.</p> <p>If a participant is transitioning off of the TANF/OWF Program to Full Time Employment they may receive their Full or Partial TANF/OWF Allotment at the time they leave the program for no more than 2 months. If the participant is receiving a reduction of TANF/OWF Benefits and not termination of full benefits, the transitional benefit amount will be for the difference between the monthly allotment amounts at the time of full time employment minus the amount it is reduced to. Below are two examples for guidance;</p> <p><u>Termination of OWF/TANF due to full time employment</u></p> <p>Example; current allotted amount of OWF/TANF is \$582.00 per month. If approved for Transitional Benefit Program the recipient would receive that monthly benefit for 2 months after beginning full time employment in order to assist with the transition time.</p>	<p>2 month Cap based on the last monthly allotment amount of OWF/TANF or at the difference if a reduced amount.</p> <p>Transitional Benefits are available for 2 new jobs within a 24 month period.</p> <p>**Cut Off- If employment is reported prior to agency cut off (adverse action) then the transitional benefit will be for 2 months following the month reported Example; If reported in prior to cut off in February AG will receive Transitional Benefit for March and April</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian</p> <p>Pregnant individuals with no other children</p>	<p>At or below 200% FPL</p> <p>TANF Purposes: 1 and 2</p>	<p>Verification of Full Time Employment from Employer, full time employment means scheduled to work 30 hours or more each week.</p> <p>Current Pay Stubs, if available</p> <p>**Cut Off- if employment reported after cut off (adverse action) AG will receive full benefit month following and transitional benefit the month after that.</p> <p>Example; if reported at end of February after cut off client will receive normal benefit in March and Transitional benefit in April.</p>

<p><u>Reduction of OWF/TANF due to full time employment</u> Example; current allotted amount of OWF/TANF is \$582.00 per month, amount will be reduced to \$382.00 as a result of new full time employment. The Transitional Benefit amount will be \$200.00 for the 2 months to assist with the transition time.</p> <p>The participants of the Transitional Benefit Program are still eligible to receive the New Employment Bonus for Full Time Employment in addition to the Transitional Benefit. Participants must apply for each program separately.</p> <p>Transitional Benefits are not countable income for public assistance programs, they are intended to assist the participant in moving toward self-sufficiency.</p> <p>If participant leaves employment during the two month period without good cause the agency will seek measures to re-coup the Transitional Benefit Amount.</p>				
<p>New Employment Bonus for Full Time Employment</p> <p>This benefit is not available for work assignments made through temporary staffing agencies until individual is hired by the placement company.</p> <p>Employment Bonus is available after the verified completion of 4 weeks (30 days) of full-time employment.</p> <p>The PRC Application must be received within 30 days of when the bonus is available.</p>	<p>\$100.00 after 30 days of full-employment,</p> <p>Cannot exceed more than 2 <u>new</u> jobs in a 36 month period</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian</p> <p>Pregnant individuals with no other children</p> <p>Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.</p>	<p>At or below 200% FPL</p> <p>TANF Purposes: 1 and 2</p>	<p>Verification of Full Time Employment from Employer, full time employment means scheduled to work 30 hours or more each week.</p> <p>Current Pay Subs, if available</p>
<p>Employment Retention Bonus for Full Time Employment</p> <p>This benefit is not available for work assignments made through temporary</p>	<p>\$150.00 after 90 days</p> <p>\$300.00 after 180 days</p>	<p>Minor child who resides with a parent, specified relative, legal guardian or legal custodian</p>	<p>At or below 200% FPL</p> <p>TANF Purposes: 1 and 2</p>	<p>Verification of Full Time Employment from Employer, full time employment means scheduled to</p>

<p>staffing agencies until individual is hired by the placement company.</p> <p>Employment Bonus is available after the verified completion of 90 days (3 months) or 180 days (6 months) of full-time employment.</p> <p>The PRC Application must be received within 30 days or after the completion of the 90th day or the 180th day of verified job retention.</p>	<p>Cannot exceed more than 2 <u>new</u> jobs in a 36 month period</p>	<p>Pregnant individuals with no other children</p> <p>Non-custodial parent who lives in the state, but does not reside with his/her minor child(ren) and is cooperating with CSEA.</p>	<p>work 30 hours or more each week.</p> <p>Current Pay Stubs, if available</p>
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SECTION VII
WCDJFS DISASTER SERVICES AND BENEFITS

Service or Benefit	CAP	Assistance Group	Targeted Group	Economic Need Standard and TANF Purpose
<p>Disaster Assistance Benefits to assist with the damage or loss sustained as a result of natural disaster upon declaration by County Commissioners, identified by the Red Cross, or otherwise identified. All families are potentially eligible for this category of assistance regardless of OWF sanction status. PRC issued in this category will not apply toward the yearly cap per family. If the applicant has homeowners insurance that can address the emergent need, it must be accessed prior to the issuance of PRC. The following list is not all inclusive.</p> <ul style="list-style-type: none"> ➤ <i>Shelter Assistance</i> <ul style="list-style-type: none"> • Rent/Rent Deposits • Mortgage Payments • Emergency shelter/temporary shelter (excluding hotel charges) • Payment of moving expenses ➤ <i>Utility Assistance</i> <ul style="list-style-type: none"> • Payments for initial hook up • Purchase bulk fuel destroyed or damaged by disaster • Installation or repair of telephone (when medically necessary with Doctor Statement) • Home repair or replacements affecting basic structure (provided to the homeowner only) • Appliances or fixture repair or replacements 	<p>Determined by State or County, not to exceed \$1,500 per family.</p> <p>All Disaster Benefits are dependent on available PRC funding.</p>	<p>Parents or specified relatives with minor children.</p> <p>Pregnant women</p> <p>Non-custodial parent and minor child(ren)</p> <p>Child only minor child temporarily out of home with reunification plan.</p>	<p>Families sustaining disaster related damage or loss</p>	<p>Determined by State Declaration</p> <p>or</p> <p>At or below 200% FPL</p> <p>TANF Purpose: 1</p>

<ul style="list-style-type: none"> • Repair or purchase of furnace, air conditioning, or water heater (provided to the homeowner only) • Purchase or replace essential household contents ➤ <i>Personal items</i> • Essential clothing for members of the Assistance Group • Essential non-consumable products, excluding tobacco products and alcohol ➤ Vehicle repair for damage caused by the disaster provided the automobile is necessary for employment or medical condition 				
<p>Disaster Relief for Adults and Disabled NOT eligible for TANF Plan.</p>	<p>Determined by State or County, not to exceed \$750 per family.</p> <p>Disaster Relief for Adults and Disabled are dependent on available PRC funding.</p>	<p>Age 55 or over with no minor children</p> <p style="text-align: center;">OR</p> <p>No minor children but in Receipt of disability payments such as SSI, Social Security Disability, VA Disability, PERS or STERS Disability, Railroad Retirement Disability, Black Lung Benefits, etc.</p>	<p>Families sustaining disaster related damage or loss</p>	<p>Determined by State Declaration</p> <p>or</p> <p>At or below 200% FPL</p> <p>TANF Purpose: 1</p>

**SECTION VIII
SERVICES AND BENEFITS
SUBGRANTED OR CONTRACTUAL PRC**

A. Subgranted and Contractual PRC

Subgranted or Contractual PRC benefits and services are provided with local TANF/PRC allocations or State designated TANF pass-through programs and are administered by entering into agreements with other public, private non-profit, and private for-profit vendors. Eligibility for subgranted or contractual PRC services may have different eligibility standards from the in-house PRC services if specified in the agreement or as noted in the List of Services & Benefits in this document. There is no dollar cap for sub granted or contractual services.

All PRC subgrants and contracts must still address the connection of the service being provided to one or more of the four (4) purposes of TANF.

Unless otherwise documented as categorically eligible, eligibility for subgranted/contractual services is accomplished using the **Self-Declaration Application for TANF/Title XX Services**. Applicants for subgranted/contractual services will be notified of approvals, denials, and terminations using the Decision of Your Application for TANF/Title XX Services.

The use of subgranted/contractual PRC services will not prohibit an assistance group from being eligible for other PRC services (in-house or other subgranted/contractual services) noted in the list of services section of this plan.

Services/Benefits	Description	Eligibility at or below 300% FPG and TANF Purpose	CAPS per rolling twelve (12) month period
Warren County Job and Family Services, Division of Children Services	PRC funding to assist with the administration, services and benefits for Warren County Job and Family Services, Division of Children Services	At or Below 200% of FPL Families with Minor Children Self-Declaration Application TANF Purpose: 1, 2, 3, 4	Warren County Funding
Interfaith Hospitality Network (INH)	Services for homeless children and families. Primary focus is to address the needs of homeless families. The goal of IHNWC is to assist homeless families as they seek to build a better life through education, employment and self-sufficiency.	Families with minor children; non-custodial parents. At or below 300% of FPL TANF Purpose 1, 2, 4	Warren County Funding
Abuse and Rape Crisis Shelter of Warren County (ARCS)	ARCS will provide 24/7, trauma-informed, family focused advocacy and case management to survivors and children of domestic violence with the primary goal of ensuring safety, healing and empowerment, while increasing	Families with minor children; non-custodial parents. At or below 250% of FPL TANF Purpose 1, 2, 4	Warren County Funding

	batterer's accountability for their abuse behavior.		
Educational Service Center- Resource Coordinator Program for Schools	The Resource Coordinator program provides supports and resources to needy families with academically and otherwise at-risk children. Resource Coordinators focus on low-income students and their families who have been identified within the school system. Resource Coordinators help identify, create, and maintain resources for families.	Families with minor children; non-custodial parents. At or below 250% FPL TANF Purpose 1, 2, 4	Warren County Funding
Workforce Development Training & Curriculum Employment Related Short-Term Training Services	Provides Training needed to gain, maintain, or advance in the workforce. (ABLE) Provides Assessments and planning as recommended by Workforce Development Staff or Sub-grant Recipients.	Families with minor children; non-custodial parents. At or below 200% FPL TANF Purpose 1 & 2	Warren County Funding
Workforce services allowable under TANF Program include but not limited to: TANF Administration/Eligibility, Case Management, Work Activities, Education and Training, Work Subsidies/Subsidized Employment	TANF Workforce Services provide an opportunity for Warren County Job & Family Services to partner with Ohio Means Jobs of Warren County to provide services to assist in TANF Administration/Eligibility, Case Management, Work Activities, Education & Training, and Work Subsidies/Subsidized Employment.	Families with minor children; non-custodial parents. At or below 200% FPL TANF Purpose 1 & 2	Warren County Funding

TANF EDUCATION & TRAINING

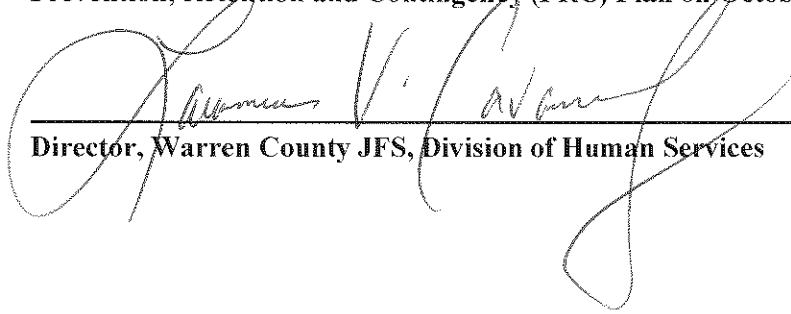
Services provided to improve knowledge of daily living skills and enhance opportunities. Education and training may include, but are not limited to, instruction in consumer education, health education, community protection, literacy education, computer skills training, or English as a second language. Also includes services or activities related to screening, assessment, testing, individual and group instruction, counseling, and referral to community resources.

**SECTION XI.
COMMISSIONER APPROVAL**

INTERPRETATION

In instances of ambiguity or lack of clarity in the provisions of this Plan, the determination of the WCDJFS as to the meaning and interpretation shall be final and binding. The WCDJFS will be the final authority for all decisions regarding eligibility for PRC benefits and services and for the allocation of PRC funds to support benefits and services to the public.

Warren County Job and Family Services, Division of Human Services agrees to implement this Prevention, Retention and Contingency (PRC) Plan on October 1, 2017.



Director, Warren County JFS, Division of Human Services

10/1/17

Date

**SECTION X.
EXHIBITS**

Application A- WCDJFS PRC Application

WARREN COUNTY JOB & FAMILY SERVICES
DIVISION OF HUMAN SERVICES

WARREN COUNTY PRC APPLICATION

NAME: _____
 ADDRESS: _____
 CITY/ST./ZIP _____
 PHONE: _____ DATE: _____

FOR AGENCY USE
CASE # _____

COMPLETE THE CHART FOR EVERY PERSON LIVING IN YOUR HOUSEHOLD, INCLUDING YOURSELF.

Name	Relationship to Applicant	SSN	Age	Source of Income	Monthly Income
					\$
					\$
					\$
					\$
					\$
					\$

1. Have you or anyone in the household received any type of assistance from any county in Ohio or any other state this month or in the past 3 months? YES NO. If "yes" please explain _____

2. Explain what you are needing and why you are needing it _____

3. Explain your household plan to address this need in the future: _____

4. Is anyone in your household currently ineligible for or disqualified from any programs of assistance?
 Yes No Explain _____

WARREN COUNTY JOB & FAMILY SERVICES
DIVISION OF HUMAN SERVICES

5. Has anyone in your household quit a job, refused a job, or significantly reduced hours of employment in the last 60 days?
 Yes No Explain _____
6. Do you pay Rent or a Mortgage? YES NO, if "yes", monthly amount: \$ _____
7. List the Utilities you pay and the average monthly amount: \$ _____
8. Are you and your family: In a Shelter Have a court ordered eviction Homeless
9. Is anyone in the household pregnant? Yes No If "yes" please list who _____

DOES ANYONE IN THE HOME HAVE RESOURCES? SUCH AS:

Resource	Person with Resource	Amount of Resource
<input type="checkbox"/> Cash on Person		\$
<input type="checkbox"/> Checking Account		\$
<input type="checkbox"/> Savings Accounts		\$
<input type="checkbox"/> Stocks/Bonds		\$
<input type="checkbox"/> Other		\$

If Other, Please Specify: _____

BENEFIT OR PROGRAM YOU ARE REQUESTING ASSISTANCE FOR (MAY ONLY SELECT ONE PER APPLICATION):

PROGRAM SERVICES AND BENEFITS

- | | |
|------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Automobile Repairs | <input type="checkbox"/> Rent Assistance or Security Deposit |
| <input type="checkbox"/> Child Care Registration Fee | <input type="checkbox"/> Transportation Assistance |
| <input type="checkbox"/> Contingency Services | <input type="checkbox"/> Utility Disconnect or Deposit |
| <input type="checkbox"/> Employment Training | |
| <input type="checkbox"/> Other (Explain) _____ | |

EMPLOYMENT RELATED BENEFITS

TRANSITIONAL BENEFIT PROGRAM

- Transitional Benefit Program- Verification of employment is required for this benefit category

EMPLOYMENT BONUS/RETENTION PROGRAM

- New Employment Bonus (\$100.00) after first 30 days of Verified Employment
- Employment Retention Bonus (\$150.00) after first 90 days of Verified Employment
- Employment Retention Bonus (\$300.00) after first 180 days of Verified Employment

WARREN COUNTY JOB & FAMILY SERVICES
DIVISION OF HUMAN SERVICES

Note: Regardless of your eligibility for PRC Benefits/Services, you have the right to apply for all other programs of assistance offered by this agency, such as Medicaid, Food Assistance, Cash Assistance, and Child Care Assistance. If you wish to apply, please inquire. Also, if you wish to register to vote, please request a voter registration form.

Please use the back of this form as needed to provide the requested information.

Applicant Signature

Date

REV 02/2017

****Please Note**:** Applicants have 14 days from the date of application to submit all required payments toward the approved benefit. Failure to comply will result in denial of the approved application on the 15th day. Failure to cooperate during the eligibility process which results in a denial for PRC Services and/or Benefits, will result in the inability to re-apply for 30 days after the denial, unless the agency determines otherwise.

WARREN COUNTY JOB & FAMILY SERVICES
DIVISION OF HUMAN SERVICES

PRC Verification Checklist

REQUIRED VERIFICATIONS FOR ALL PRC PROGRAM SERVICES AND/OR BENEFITS

- Verification of Social Security Numbers for EVERYONE in the household
- ID for all ADULTS in the Household
- Verification that resources do not exceed \$500 (checking, savings acct, etc.)
- Verification of ALL household income for the past 30 days (earned and unearned; ex: pay stubs, child support, and social security)

****Please supply appropriate verifications based on the one program you apply for:**

RENT OR SECURITY DEPOSIT:

- Verification form signed by the landlord verifying they will accept a voucher
- Landlord's form to return deposit to WCDHS
- Eviction notice.

NOTE: You CANNOT move into an apartment BEFORE you receive our voucher.
YOU are responsible for taking the voucher to the Landlord.

UTILITY BILLS (when HEAP is NOT in operation):

- Shut off notice/bill (must be in applicant's name and for applicant's current address)
- Assistance Group must have made at least one payment within the past 3 months

NOTE: This is not available during the HEAP season November – March 31st

AUTO REPAIRS/TIRES:

- Valid Driver's License
- Proof of Auto ownership (must be in applicant's name)
- Proof of registration
- Proof of mileage
- Proof of insurance
- Two quotes are required from a certified mechanic. All vendors MUST actually SEE the vehicle.

Verification of employment 30 hours per week at minimum wage (or a guaranteed start date)

TRANSPORTATION ASSISTANCE/GAS CARDS

- Valid Driver's License
- Proof of insurance
- Verification of employment at 30 hours per week at minimum wage (or a guaranteed start date)

CHILD CARE REGISTRATION FEE

- Proof of Registration with Child Care Provider
- Proof of Full Time and/or Part-time employment or Work Required

TRANSITIONAL BENEFIT

- Proof of Employment

EMPLOYEE BONUS PROGRAM

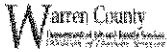
- Proof of Employment

Warren County Department of Human Services

Application B

WCDJFS- TANF Summer Youth Employment Program Application

PRC Request for TANF Summer Youth Employment Program 2016



Instructions: Please complete Sections I, II, III and IV.
Incomplete applications will not be considered for this program.

Section I: Complete the Demographic Information Below

Parent or Guardian Name	Youth Name	
Social Security Number	Youth Social Security Number	Youth Age
Present Address	Present Phone Number	

Section II: List All Household Members:

Name (YOUTH NAME)	Date of Birth	Relationship to Youth	Does this person receive OWF, Food Assistance, or Medicaid?	
		SELF	<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No

(List any additional household members on the back of this form.)

Section III: Complete and answer all questions about income.

- Is your household actively receiving Food Assistance Benefits? Yes No
- Is your household actively receiving Medicaid? Yes No
- Is your household actively receiving Cash Assistance (OWF) Benefits? Yes No
- Does anyone in the household have an outstanding OWF overpayment? Yes No

Check the box to indicate your family income in the last 30 days and list each individual with income, type of income and monthly amount. Attach proof of income for each income type. (Note: If your family receives Ohio Works First cash assistance or food assistance, you will not need to provide verification of income but you will still be required to complete the section below.)

	List the Individuals with Income	List the Type of Income (Examples: Wages, Social Security, SSI, Child Support)	List the Monthly Amount of Income
<input type="checkbox"/> \$0 - \$1980			
<input type="checkbox"/> 1981 - 2670			
<input type="checkbox"/> 2671 - 3360			
<input type="checkbox"/> 3361 - 4050			
<input type="checkbox"/> 4051 - 4740			
<input type="checkbox"/> 4741 - 5430			
<input type="checkbox"/> 5431 - 6122			
<input type="checkbox"/> 6123 - 6815			

PRC Request for TANF Summer Youth Employment Program 2016

If you are not registered to vote where you live now, would you like to apply to register to vote here?
 YES, I want to register to vote. NO, I do not want to register to vote.
 If you do not check either box, you will be considered to have decided not to register to vote at this time.

Section IV: Read and Sign the Application.

By my signature below, I agree that the above information is true and complete to the best of my knowledge. I also give consent for my information to be shared with Ohio Means Jobs - Warren County and Warren County Educational Service Center for any purpose related to the TANF Summer Youth Employment Program.

Parent / Guardian Signature	Date
Youth Signature	Date

How did you hear about this program? _____

FOR WCJFS USE ONLY	FOR WCJFS USE ONLY	FOR WCJFS USE ONLY
<input type="checkbox"/> Eligible	<input type="checkbox"/> Approval Letter Given	<input type="checkbox"/> Not Eligible
		<input type="checkbox"/> Denial Letter Sent/Given
<input type="checkbox"/> Eligibility determined by receipt of OWF, FA, or Medicaid verified through CRISE, OBWP, BIC or another reporting source.		
<input type="checkbox"/> age 16-17 minor child in needy family in school		<input type="checkbox"/> 18-24 in needy family with minor child
<input type="checkbox"/> 18-24 with child and considered needy		
Signature of WCJFS Worker		Date

Additional Notes (If applicable):

Application C WCDJFS- Winter Coat Program Application

WARREN COUNTY HUMAN SERVICES PRC APPLICATION WINTER COAT PROGRAM

NAME: _____		FOR AGENCY USE
ADDRESS: _____		ARAD # _____
CITY/ST./ZIP _____		CASE # _____
PHONE: _____ DATE: _____		

Please list **EVERY** person in the home :

Last Name	First Name	SSN	Relationship	DOB	SEX	AGE	SIZE
			SELF				

Are you currently receiving any of the following: CASH ASSISTANCE FOOD ASSISTANCE

Is anyone in the home currently employed? Yes No (INCLUDE 4-6 WEEKS PAY)

	WHO	WHERE	HOURLY RATE	# HOURS PER WEEK
JOB 1				
JOB 2				

Unearned income: SSI Social Security Child Support Alimony Unemployment Other
If yes

WHO	SOURCE	WHEN	AMOUNT

Applicant Signature

Date

APPROVED DENIED

WORKER SIGNATURE

Date

SUPERVISOR SIGNATURE

Date

Application D

TANF Child Welfare/Kinship Navigator Self-Declaration Application

WARREN COUNTY SELF-DECLARATION APPLICATION FOR TANF/CHILD WELFARE

Name:	For Agency Use Only
Social Security Number:	Subgrantee:
Present Address:	Worker:
Telephone/Contact Number:	Date received:

1. List EVERYONE living in your household, including yourself.
(If you are a non-custodial parent, list your children residing in Ohio.)

2. Circle your family size below.

Name	Relationship to Applicant	Age	Source of Income	Family Size	Monthly Gross Income at 200% of the Federal Poverty Level
1.				1	\$1980
2.				2	\$2670
3.				3	\$3360
4.				4	\$4050
5.				5	\$4740
6.				6	\$5430
7.				7	\$6122
8.				8	\$6815

3. Check one:

- I declare that my family's gross monthly income is at or below the standard listed.
 I declare that my family's gross monthly income is above the standard listed.

4. Please read this statement carefully and respond below:

I reside in Warren County and have a child younger than 19 years of age in Ohio. All members of my household are citizens or qualified aliens. I am not in debt to the Department of Job & Family Services for an OWF or PRC overpayment due to fraud. I am not an unmarried parent under 18 who is not attending school or not living in an adult-supervised living arrangement. No one in my household is a fleeing felon or probation/parole violator. No one in my household is failing to cooperate with the Child Support Enforcement Agency in establishing paternity or securing child support. No one in my household has been found to have fraudulently misrepresented their residence in order to obtain benefits in two or more states.

- YES, I agree with the above statement (it is correct/true for me).
 NO, I disagree with the above statement (it is not correct/true for me).

5. Sign this application.

The information provided above is complete and correct to the best of my knowledge and belief.

Signature of Applicant: _____ Date: _____

Voter Registration Notification: If you are not registered to vote where you live now, would like to register to vote at this time?

- Yes, I want to register to vote. No, I do not want to register to vote.
 (If you do not check either box, you will be considered to have decided not to register to vote at this time. This does NOT affect your application for benefits in any way.)

FOR AGENCY USE ONLY	
<input type="checkbox"/> Eligible <input type="checkbox"/> Decision Letter Given (retain copy)	<input type="checkbox"/> Not Eligible <input type="checkbox"/> Decision Letter Given (retain copy)
Signature of Worker	Date

Application E

Self-Declaration Application for TANF PRC/Title XX Services

WARREN COUNTY SELF-DECLARATION APPLICATION FOR TANF/TITLE XX SERVICES

Name:	For Agency Use Only
Social Security Number:	Subgrantee:
Present Address:	Worker:
Telephone/Contact Number:	Date received:

1. List EVERYONE living in your household, including yourself.

(If you are a non-custodial parent, list your children residing in Ohio.)

2. Circle your family size below.

Name	Relationship to Applicant	Age	Source of Income		Family Size	Monthly Gross Income at 200% of the Federal Poverty Level
1.					1	\$1980
2.					2	\$2670
3.					3	\$3360
4.					4	\$4050
5.					5	\$4740
6.					6	\$5430
7.					7	\$6122
8.					8	\$6815

3. Check one:

- I declare that my family's gross monthly income is **at or below** the standard listed.
- I declare that my family's gross monthly income is **above** the standard listed.

4. Please read this statement carefully and respond below:

I reside in Warren County and have a child younger than 19 years of age in Ohio. All members of my household are citizens or qualified aliens. I am not in debt to the Department of Job & Family Services for an OWF or PRC overpayment due to fraud. I am not an unmarried parent under 18 who is not attending school or not living in an adult-supervised living arrangement. No one in my household is a fleeing felon or probation/parole violator. No one in my household is failing to cooperate with the Child Support Enforcement Agency in establishing paternity or securing child support. No one in my household has been found to have fraudulently misrepresented their residence in order to obtain benefits in two or more states.

- YES, I agree with the above statement (it is correct/true for me).
- NO, I disagree with the above statement (it is not correct/true for me).

5. Sign this application.

The information provided above is complete and correct to the best of my knowledge and belief.

Signature of Applicant: _____ Date: _____

Voter Registration Notification: If you are not registered to vote where you live now, would like to register to vote at this time?

- Yes, I want to register to vote. No, I do not want to register to vote.
- (If you do not check either box, you will be considered to have decided not to register to vote at this time. This does NOT affect your application for benefits in any way.)

FOR AGENCY USE ONLY	
<input type="checkbox"/> Eligible <input type="checkbox"/> Decision Letter Given (retain copy)	<input type="checkbox"/> Not Eligible <input type="checkbox"/> Decision Letter Given (retain copy)
Signature of Worker	Date

CAVANAUGH, LAUREN

From: CAVANAUGH, LAUREN
Sent: Wednesday, August 16, 2017 10:49 AM
To: Amy Fornshell; erose@wccsinc.org; Kim Sellers; Lori Smyth; Mardia Shands (Mardia.Shands@mvgrllc.com); Martin Russell (martin.russell@co.warren.oh.us); Mason, Susanne; Matthew B. Fetty; Michele Swearingen (michele.swearingen@warrencountydd.org); Michelich, Kathy; PAhting@mhrswcc.org; Robert Alexander; SCHULTE-BIDLACK, ALAINA; Tiffany Zindel (Tiffany.Zindel@co.warren.oh.us); WALTHER, SUSAN
Cc: BYRD, ARLENE
Subject: WARREN COUNTY JFS PRC DRAFT FOR APPROVAL 2017-2019
Attachments: WARREN COUNTY JFS PRC 2017-2019.docx; Acknowledgment Form for PRC 2017-2019.doc; Lauren V Cavanaugh.vcf

Importance: High

Greetings to the Warren County Family Services Planning Committee Members,

Chapter 5108 of the Revised Code requires that each County Job & Family Service Agency renew its Prevention, Retention and Contingency Plan (PRC) every two years. It is once again time for our agency to renew this plan. The deadline to submit our new plan is October 1, 2017. Our agency submitted an amended plan to the State in March of 2017 which added some additional programs such as; Transitional Benefits and Employment Bonuses.

This most current version of the plan includes very minimal additions so I thought in an effort to respect everyone's time I would send it out electronically and allow everyone the opportunity to review the plan at you leisure, submit questions or concerns, or sign and return the attached acknowledgment form indicating that as a member of the Committee you approve of the new language and the plan as written. I am requesting that all responses be provided to me no later than Friday, September 8, 2017. I will send out reminders to those who are not able to respond as we get closer to that date.

All additions to the plan are in red to help you identify what has been added. Below is a summary of those additions;

- 1) Under the Kinship & Child Conditional Service Section (Page 14) I added financial CAPS to 5 of the 6 categories,
- 2) Under the Service and Benefit for Rent Payment (Page 16) I added security deposit as a benefit and added the language that we would accept a Notice to Leave the Premises (3 Day Notice),
- 3) On Page 18 I added another Benefit that would address Child Welfare Services when a family is part of a family case plan and is needing assistance to address a crisis situation.

If you approve of the plan as written please complete the acknowledgement form and scan and send back to me or send it to me via mail by Friday, September 8, 2017. Otherwise, please email me any questions you have and I will address those with the entire group.

Thank you and have a great day!

Lauren V. Cavanaugh

Warren County Job and Family Services
Director

(615) 665-1402 Work

(937) 829-9000 Mobile

Lauren.Cavanaugh@jfs.ohio.gov

416 S. East Street

Lebanon, OH 45036

www.co.warren.oh.us/humanservices

CAVANAUGH, LAUREN

To: Warren County Family Services Planning Committee
Subject: Warren County JFS PRC Draft Approval 2017-2019
Attachments: WARREN COUNTY JFS PRC 2017-2019.docx; Acknowledgment Form for PRC 2017-2019.doc

Greetings to the Warren County Family Services Planning Committee Members,

Many of you have already submitted your approval of the 2017 PRC Plan. For those who have not yet sent yours in or provided me questions or concerns please do so by the end of the day Friday, September 15, 2017.

Thank you all for your assistance in the process,

Lauren Cavanaugh, Director
Warren County Job & Family Services
Division of Human Services
513-695-1402

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM


By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Patricia Ahting

Print Name

Associate Director, Mental Health Recovery Services of Warren and Clinton Counties

Title



Signature

August 29, 2017

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Michele K. Swearingen

Print Name

Business Services Director, WCBDD

Title

Michele K. Swearingen

Signature

9-5-17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Susanne Mason

Print Name

Director, WC Grants Admin

Title



Signature

8-17-17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Tiffany Zindel
Print Name

County Administrator
Title

T Zindel
Signature

8-22-17
Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Alaina Bidlack

Print Name

Program Manager - CSEA

Title

Alaina R. Bidlack

Signature

8/31/17

Date

Warren County Department of Human Services
416 S. East Street • Lebanon, Ohio 45036
County Commissioners
Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING
COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Matt Felky

Print Name

Interim Director

Title

Matt Felky

Signature

9/7/17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Kim Sellers

Print Name

Coordinated Care Program Director

Title

Kimberly D. Sellers

Signature

9/6/17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Kathy Michelich

Print Name

OSU Extension Educator

Title

Kathy Michelich

Signature

9-6-17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Susan Walter

Print Name

Director, Warren County Children's Services

Title

Susan Walter

Signature

9/11/17

Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

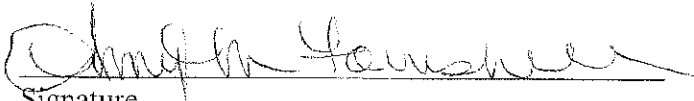
Tom Grossmann • Shannon Jones • David G. Young

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Amy Fornshell
Print Name

Manager, Child Advocacy Center of Warren County
Title


Signature

9/18/17
Date

Warren County Department of Human Services

416 S. East Street • Lebanon, Ohio 45036

County Commissioners

Tom Grossmann • Shannon Jones • David G. Young

RECEIVED

SEP 18 2017

WARREN COUNTY
HUMAN SERVICES

WARREN COUNTY FAMILY SERVICES PLANNING COMMITTEE ACKNOWLEDGEMENT FORM

By signing this document I acknowledge that as a member of the Warren County Family Services Planning Committee I have reviewed the revised 2017-2019 Prevent, Retention, and Contingency Plan and approve of all changes made.

Robert K. Alexander

Print Name

Planning Committee Member

Title

Robert K. Alexander

Signature

9/14/17

Date

Resolution

Number 17-1596

Adopted Date October 12, 2017

APPROVE AND AUTHORIZE THE PRESIDENT OF THIS BOARD TO EXECUTE AN ANNUAL SYSTEM SUPPORT AGREEMENT WITH BUSINESS INFORMATION SYSTEMS, INC (BIS) ON BEHALF OF THE WARREN COUNTY JUVENILE COURT

BE IT RESOLVED, to approve and authorize the President of this Board to execute an Annual System Support Agreement with Business Information Systems, Inc. (BIS), effective 9/26/17 through 09/25/18, on behalf of the Warren County Juvenile Court. Copy of said agreement is attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: c/a – Business Information Systems, Inc.
Juvenile (file)



Recording System Support Agreement

Between:

BIS Digital, Inc.
1350 NE 56th Street, Suite 300
Fort Lauderdale, FL 33334-6142
Phone: (800) 834-7674
Fax: (877) 858-5611
Email: support@bisdigital.com

And:

Warren County Probate/Juvenile Court (OH)
570 Justice Dr.
Lebanon, OH 45036
Phone: (513) 695-1180
Contract #: 18-09-A-57099

BIS Digital, Inc. or its appointed service representative agrees to provide system support for the software and hardware listed below, in accordance with the terms and conditions of this agreement.



1. **TERMS AND CONDITIONS**

- A. The term of this agreement is for a period of (12) months from the effective date. Either party upon written receipt, with a ninety 90-day notice, may cancel this agreement. In the event of early termination of service agreement, BIS Digital, Inc. will refund monies based upon contract amount prepaid by customer less actual cost of service provided during abbreviated term, or pro-rated amount based upon time remaining in contract term rounded to end of month of termination, whichever is less.
- B. The agreement entitles the USER to 24 hours per day, 7 days per week telephone support and on-site support Mon- Fri (8am – 5pm EST) on covered items.
- C. User training: This agreement covers all users training at the user's site during the term of agreement at mutually agreed upon times.
- D. This support agreement is for the USERS integrated system. Any changes or enhancement will be billed for additionally.
- E. Charges for maintenance and support for reasons outside of BIS Digital control, arising from neglect, negligence, misuse, acts of god or modifications to, or failures of systems software and/or hardware not covered under this contract shall be billed at BIS Digital published rates. Please note that BIS has an archived copy of your initial configuration so at no time will you ever be billed for software configuration.

2. **COVERAGES**

- A. DCR Software (all BIS Digital supplied licenses). This support agreement is for the USERS current DCR Software version. The USER is not obligated to upgrade since support is available for previous versions. DCR Software Assurance, which provides for all new feature and function upgrades, are billed for at an additional \$350/yr. per system. BIS Digital will provide on-line user training as well as on-line diagnosis and repair (web connection required).
- B. Hardware (all BIS supplied Tower PC's, Servers and Video and Telco Interface Boards). BIS will provide replacement or repair. BIS Digital will repair or replace system critical parts at customer site. Customer will be responsible for shipping defective part to BIS Digital. * Special Note: CPU and Motherboards on computers over 48 months old may no longer be available causing the computer to be obsolete. In this event, BIS will provide a \$300 computer replacement credit.
- C. Hardware Accessories (Digital Mixers, PA components, Microphones, Hearing Impaired Devices, USB Foot Controls). BIS Digital will provide replacement or repair. Customer will

Initials:

 
BIS Digital Customer



Business Information Systems, Inc
1350 NE 56th Street, Suite 300 Ft. Lauderdale, FL 33334
Phone: 954-493-7377 Fax: 954-493-6541

be responsible for shipping defective unit to BIS Digital. BIS Digital will replace or repair and ship back to customer.

- D. Excluded Hardware (Laptop Computers, All Display Monitors and Headsets). BIS Digital will handle repairs via Manufacturer's warranties (i.e. Dell, Toshiba,) but will offer no extended warranties directly.
 - E. On-Site BIS Digital Technical Support. BIS Digital will provide on-site technicians for emergency service during normal working hours at no charge. Emergency is defined to be a complete system down.
3. CUSTOMER RESPONSIBILITY
- A. A proper backup of all data on a regular interval.
 - B. A USER appointed systems administrator to act as a liaison with the support department.
4. CONFIDENTIALITY
- A. BIS Digital, Inc. agrees that all data that may be entered into the system is strictly confidential and shall remain the property of the USER. Business Information Systems shall not, without prior written consent, disclose to any third party any such data acquired in connection with this agreement or any other services.
5. PAYMENT
- A. Invoices shall be sent once per year and payment shall be due in full upon receipt.
 - B. At Business Information Systems option, support coverage may be halted for non-payment of any invoice greater than sixty (60-days) beyond the due date.
6. LIABILITY
- A. In no event shall Business Information Systems, Inc. be liable for any direct or indirect losses or damages, or any other claims arising in connection with this agreement to the USER, including loss of data or earnings due to equipment down time.
 - B. Business Information Systems sole responsibility with respect to the maintenance and support shall be limited to those outlined in this agreement.

Initials:

Handwritten initials for BIS Digital and Customer. The BIS Digital initials are 'J' and the Customer initials are 'TSH'. Below the initials are horizontal lines for signatures, with 'BIS Digital' and 'Customer' printed below the lines.

BIS Digital

Integrating Excellence™



Business Information Systems, Inc
1350 NE 56th Street, Suite 300 Ft. Lauderdale, FL 33334
Phone: 954-493-7377 Fax: 954-493-6541

This contract covers the following equipment

Purchased on Invoice#57099 / PO#73996 & 73997
Change Order on Invoice#57343
Installed on 9/25/2008:

- * DCR 4ch Digital Recording Software for laptops w/ Software Assurance (3)
- * BIS Digital USB Audio Mixer {s/n: 0703C4395; 0703C4437 & 1207C1071}
- * Pro44 Unidirectional Condenser Boundary Microphone (2)
- * Pro49QL Microneck Gooseneck Microphone (2)
- * 8615rs Quickmount Microphone Stand W/Mute Switch (1)
- * 8615 Quickmount Microphone Stand (1)
- * Video Capture Card USB (3)
- * One-Sided External Clock Verification Device (2)
- * USB Footpedal (1)
- * Color Hi-Res Digital Quad Splitter (3)

Purchased on inv#67758

- * Two-Sided USB External Digital Verification Device {s/n:A1347-21250} (1)

Purchased on Invoice# 68945 PO# 14032

- * DCR 2ch Digital Recording Software for Laptop w/ Software Assurance (1)
- * USB Conference Microphone Kit (1)

Initials:

Handwritten initials for BIS Digital and Customer. The BIS Digital initials are 'BIS' and the Customer initials are 'J. Cole'.

BIS Digital

Customer

BIS Digital

Integrating Excellence™



Business Information Systems, Inc
1350 NE 56th Street, Suite 300 Ft. Lauderdale, FL 33334
Phone: 954-493-7377 Fax: 954-493-6541

The terms and conditions stated herein form the complete agreement between the parties. Please note: Any additions to this agreement (new systems) will be prorated to coincide with this contract.

Start Date: 9/26/2017
End Date: 9/25/2018
Annual Cost: \$5,294.90
Contract #: 18-09-A-57099
Invoice #: 73248

Accepted By:

BIS Digital, Inc.

Commissioner
Warren County Probate/Juvenile Court (OH)

By Steve Coldren

By Tom Grossmann

President

President

Title

Title

September 19, 2017

10/12/17

Date

Date

APPROVED AS TO FORM

Keith W. Anderson
Asst. Prosecuting Attorney

Initials:

BIS Digital

Customer

ACCOUNT TYPE.. E

FUND. 101 FUNCTION. 1240 OBJECT. 400 SUB-ACCT. DATE. 1/04/17

PURCHASE ORDER#. 17897

ACTUAL DATE. 1/04/17
ACCRUAL YEAR. 2017

VENDOR.. 85690 BIS DIGITAL INC

ADDRESS. 1350 NE 56TH ST 300

FORT LAUDERDALE, FL 33334

OTHER FUND.

FUNCTION.

OBJECT..

SUB-ACCT.

TRANSACTION TYPE. PO CODE.. 0001

TRANSACTION AMOUNT 5,300.00 STATUS.. A

WARRANT NUMBER

WARRANT TYPE..

PROGRAM CODE. CLASSIFICATION.
MEMO. DIGITAL RECORDING EQUIPMENT

ENTER-REDISPLAY LIST

F3-RETURN TO PROMPT

Resolution

Number 17-1597

Adopted Date October 12, 2017

APPROVE EMERGENCY REPAIR TO THE SNIDER TELECOMMUNICATIONS TOWER SITE

WHEREAS, due to recent lightning strike, the Telecommunications Department has determined that the flash head on Snider Telecommunications Tower was damaged; and

WHEREAS, it is imperative to repair said tower immediately in order to meet FAA regulations; and

NOW THEREFORE BE IT RESOLVED, to declare an emergency and approve Purchase Order #22776 to Flash Technology Corporation in the amount of \$1,100.00 for the estimate cost of repairing said tower.


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Telecom (file)
OMB

Resolution

Number 17-1598

Adopted Date October 12, 2017

APPROVE EMERGENCY REPAIR/REPLACEMENT TO THE BLOWER #1 AT THE LOWER LITTLE MIAMI WASTE WATER TREATMENT PLANT

WHEREAS, the maintenance personnel discovered blower motor #1 at the Lower Little Miami Wastewater Treatment Plant was not working; and

WHEREAS, it is imperative to repair/replace said controller immediately to continue servicing the sanitary sewer needs of our customers who are served by our Lower Little Miami Wastewater Treatment Facility; and

NOW THEREFORE BE IT RESOLVED, to declare an emergency and approve Purchase Order No. 22632 to Electric Motor Technologies, LLC in the amount of \$15,485.00 for the estimated cost of repairing/replacing said blower.


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Water/Sewer File
OMB

Resolution

Number 17-1599

Adopted Date October 12, 2017

DECLARE AN EMERGENCY AND WAIVE COMPETITIVE BIDDING FOR THE IMMEDIATE REPLACEMENT OF THE WATER HEATER AT THE WATER DEPARTMENT STRIKER RD FACILITY

WHEREAS, it was brought to the attention of Facilities Management that the water heater at the Hamilton Deerfield Water Treatment plant located at 6192 Striker Road Mainville Ohio had failed; and

WHEREAS, the water heater is essential to the operation of this facility; and

NOW THEREFORE BE IT RESOLVED, to authorize the immediate replacement of the water heater and approve purchase order #21730 to Ferguson Enterprises Inc. in the estimated amount of \$3,800.00 for said replacement.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Facilities Management (file)
OMB

Resolution

Number 17-1600

Adopted Date October 12, 2017

APPROVE AND AUTHORIZE THE PRESIDENT OF THE BOARD TO ENTER INTO CLASSROOM TRAINING AGREEMENTS ON BEHALF OF OHIO MEANS JOBS WARREN COUNTY

BE IT RESOLVED, to approve and authorize the President of the Board to enter into Classroom Training Agreement with the following educational institution, as attached hereto and made part hereof:

DATS, LLC Dental Assistant School
335 N. Main Street Suite 1
Springboro, OH 45066

Sales 2JobAcademy
6734 Elmers Ct.
Columbus, OH 43085

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

/mbf

cc: c/a - OhioMeansJobs
OhioMeansJobs (file)

Classroom Training Agreement

This Agreement is entered into and made between the Warren County Board of Commissioners, hereinafter Commissioners, on behalf of OhioMeansJobs Warren County, hereinafter OMJWC, **DATS, LLC Dental Assistant School** 335 N. Main Street Suite 1, Springboro, OH 45066, hereinafter referred to as "Contractor".

Purpose:

This Agreement is entered into in order that the Contractor may provide occupational trainings such as computer software and hardware technologies, networking technologies, business and office technologies, diversified medical occupations, electrical and electronic technologies, building and machine trades, fire and police technologies, heating and air conditioning, industrial maintenance technologies and similar programs.

Terms of the Agreement:

This Agreement shall be effective upon execution by the Commissioners through June 30, 2018. The Contractor understands that this Agreement is contingent upon the OMJWC's receipt of Workforce Innovation and Opportunity Act (WIOA), National Emergency Grant (NEG) or any supplemental funding through the State of Ohio or the U.S Department of Labor. The Contractor understands that if said funding is not provided, that this Agreement will be null and void as of the date the OMJWC notifies the Contractor in writing that said funding is not available.

Responsibilities of the Contractor:

1. Contractor agrees to assume any and all of its own administrative costs and further agrees that said cost will not be passed through in any manner to OMJWC or its trainees in relation to any training program funded through OMJWC.
2. The Contractor understands and agrees that OMJWC shall only incur financial obligation for each trainee upon provision to the Contractor by OMJWC of a signed letter of authorization and/or an approved Individual Training Account. Any additional training costs not covered by this agreement must receive prior OMJWC written approval and will require sufficient documentation of the additional training costs.
3. The Contractor will issue refunds for non-attendance and/or withdrawal for those trainees supported under this Agreement which shall be subject to and consistent with the Contractor's established and written policy relative to the refund of tuition and fees. No tuition will be paid until trainee's attendance exceeds the established refund policy date. Invoices may not indicate dates prior to the date that the WIOA funded trainee actually attends class/training. Test vouchers will

not be paid until the trainee has completed classroom training necessary to prepare his/her for passage of the test. Testing fees should be broken out from tuition costs and listed separately on invoices.

4. The Contractor agrees to reduce OMJWC's financial obligation for tuition, fees and books equal to each funded trainee's financial aid award from the Ohio Instructional Grant, Supplemental Education Opportunity Grant and/or Pell Grant. The distribution of the awards should appear as a reduction of tuition cost on the regular invoice for each term. The Contractor is responsible for disclosing to OMJWC all sources of grants, entitlements and /or scholarships to avoid cost duplication, with verification, upon request, of the amounts and dispositions of the PELL, OIG and/or SEOG, if such awards are applicable. The amount of these funding sources being applied to fees and tuition is to be clearly indicated on all invoices sent to OMJWC for payment.
5. The Contractor will begin training on the effective date as specified on the letter of authorization and/or the Individual Training Account and will perform subsequent written revisions and modifications relative thereto as negotiated with and approved by OMJWC. No changes will be made in training curriculum or dates without prior written approval from OMJWC.
6. The Contractor agrees to maintain and preserve for five years all records pertaining to transactions related to this Agreement including finances, trainee attendance and trainee progress and agrees that OMJWC, Comptroller General of the United States, the Secretary of Labor, the Governor of the State of Ohio or his authorized representative may at all times have access to such records for five years after final payment has been made under this Agreement. OMJWC reserves the right to request the Contractor to provide evidence of the training cost and the Contractor will be subject to periodic review by OMJWC or its designated agent(s). The Contractor agrees to provide OMJWC with copies of the previously mentioned records within five working days of the request and to maintain all trainee financial records in accordance with Generally Accepted Accounting Principles.
7. The Contractor shall, through the signature of class instructors or designated school personnel, be required to verify trainee attendance on a monthly basis and provide copies of all trainee grade transcripts or, if applicable, general progress reports or changes in enrollment status to OMJWC.
8. OMJWC or its authorized representative, the Secretary of Labor, the Governor of the State of Ohio or his authorized representative may at all times have access to and the right to inspect the place of training under this Agreement when necessary to assure the progress and quality of training or to determine compliance with the Agreement terms.

9. Trainees will not be terminated for inappropriate actions or misconduct without ten days prior written notification to the affected trainee. The trainee shall have reasonable opportunity for correction or improvement with prior consultation with OMJWC, except for cases of trainee misconduct which are severe enough to require immediate dismissal as per Contractor written policies in the course catalog.
10. If an adverse action is taken against any trainee, such trainee will be given an opportunity to be heard and have his/her case considered under the established appeal procedures of the Contractor.
11. The Contractor shall repay to OMJWC amounts found not to have been expended in accordance with the Workforce Innovation & Opportunity Act and/or the Welfare Reform Act. OMJWC may offset such amounts against any other amount to which the Contractor is or may be entitled to unless OMJWC determines the Contractor should be held liable due to mis-expenditure of funds due to willful disregard of the Acts, gross negligence and/or failure to observe accepted standards of administration.
12. The Contractor will share with OMJWC staff all WIOA and/or NEG required follow-up information obtained on each WIOA/NEG-funded trainee and program performance information requested by Area 12.
13. The Contractor shall carry commercial general liability insurance for bodily injury, personal injury and property damage in an amount not less than \$1,000,000 per person, \$2,000,000 per occurrence and \$2,000,000 aggregate while performing any services for the Board in accordance with the terms of this contract and shall provide proof of compliance with this condition. The Contractor shall also maintain liability insurance to cover all of its employees and agents for any liability arising out of their conduct while in the employ of the Contractor in connection with the services rendered pursuant to this agreement.

Responsibilities of OMJWC:

1. It is the responsibility of OMJWC to determine an applicant's eligibility.
2. OMJWC will provide to the Contractor a signed letter of authorization and/or an approved Individual Training Account.
3. OMJWC will make payment to the Contractor within approximately thirty days after the receipt of an accurate invoice and any necessary supporting documentation. The Contractor, upon acceptance of final payment of the amount due under this agreement, less any credits, refunds or rebates due, shall release and forever discharge OMJWC from all pecuniary and legal liabilities, obligations and claims arising from this Agreement.

General Provisions:

1. OMJWC or the Contractor may, with the written concurrence of the other party, modify the conditions for training outlined in this Agreement. If any such change causes a modification in the cost or time required for the completion of services under this Agreement, the modification shall be signed by both parties before the change becomes effective.
2. Termination of this Agreement may be made without cause by either party. This termination requires ten days advanced written notification.
3. This Agreement and the rights of the parties hereunder shall be governed by the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any actions or proceedings concerned with this Agreement and/or performance thereunder.
4. Commissioners and OMJWC covenant that, to the best of their knowledge, no person under its employ, who presently exercises and functions or responsibilities in connection with the Contractor or projects or programs funded by the Contractor, has any personal financial interest, direct or indirect, in the Agreement. Commissioners and OMJWC further covenant that in the performance of this Agreement, no person having such conflicting interest shall knowingly be employed by the Commissioners and OMJWC. Any such interest, on the part of the Commissioners and OMJWC or its employees, when known, must be disclosed in writing to the Contractor.
5. By signing this Agreement, Commissioners and OMJWC certify that they are currently in compliance with, and will continue to adhere to the requirements of the Ohio Ethics Law as provided by Ohio Revised Code Sections 102.03 and 102.04.
6. Commissioners and OMJWC hereby certify that all applicable parties listed in Division (I)(3) or (J)(3) of Ohio Revised Code Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of Ohio Revised Code Section 3517.13.

Assurances and Certifications:

1. Any patent rights, copyrights and/or rights in data resulting from this Agreement shall be the sole property of OMJWC.
2. The Contractor shall not assign any part of the Agreement without the written consent of OMJWC.
3. Attempts shall be made to resolve all disputes through an informal process among the trainee, the Contractor and OMJWC. If resolution does not occur to the satisfaction of any party, the first step is to use existing grievance procedures, if any, established by the Contractor to resolve disputes with trainees. If the Contractor has no internal grievance procedures or if the dispute remains unresolved, the parties agree to participate in and be bound by determinations resulting from OMJWC's grievance, complaint and disallowed cost resolution procedure.
4. During the performance of this Agreement, the Contractor will not discriminate against any trainee because of religion, race, political affiliation, color, sex, sexual orientation, national origin, ancestry, physical handicap, age or creed and shall not engage in any sectarian training activity.
5. The Contractor shall abide by appropriate standards for OSHA health and safety standards in training situations.
6. The Contractor assures that it is an accredited training institution which employs qualified instructors and which will comply with the local, state, federal, license and insurance requirements.
7. The Contractor will defend, indemnify, protect and save OMJWC harmless from any and all kinds of loss, claims, expenses, causes of action, costs, damages and other obligations, financial or otherwise, arising from (a) negligent, reckless or willful and wanton acts, errors or omissions by the Contractor, its agents, employees, licensees, contractors or sub-contractors; (b) the failure of the Contractor, its agents, employees, licensees, contractors, to observe the applicable standard of care in providing services pursuant to this Agreement; and (c) the intentional misconduct of the Contractor, its agents, employees, licensees, contractors, or sub-contractors that result in injury to persons or damage to property.
8. This Agreement contains the entire Agreement between the parties with respect to the subject matter thereof, and supersedes all prior written or oral Agreements between the parties. No representations, promises, understandings or Agreements, or otherwise, not herein contained shall be of any force or effect.

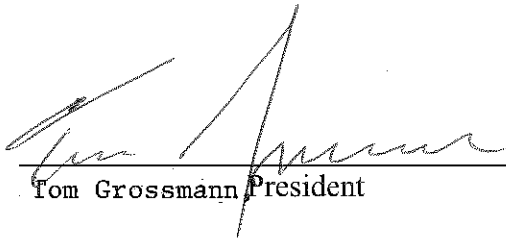
Assurances and Certifications:

1. Any patent rights, copyrights and/or rights in data resulting from this Agreement shall be the sole property of OMJWC.
2. The Contractor shall not assign any part of the Agreement without the written consent of OMJWC.
3. Attempts shall be made to resolve all disputes through an informal process among the trainee, the Contractor and OMJWC. If resolution does not occur to the satisfaction of any party, the first step is to use existing grievance procedures, if any, established by the Contractor to resolve disputes with trainees. If the Contractor has no internal grievance procedures or if the dispute remains unresolved, the parties agree to participate in and be bound by determinations resulting from OMJWC's grievance, complaint and disallowed cost resolution procedure.
4. During the performance of this Agreement, the Contractor will not discriminate against any trainee because of religion, race, political affiliation, color, sex, sexual orientation, national origin, ancestry, physical handicap, age or creed and shall not engage in any sectarian training activity.
5. The Contractor shall abide by appropriate standards for OSHA health and safety standards in training situations.
6. The Contractor assures that it is an accredited training institution which employs qualified instructors and which will comply with the local, state, federal, license and insurance requirements.
7. This Agreement contains the entire Agreement between the parties with respect to the subject matter thereof, and supersedes all prior written or oral Agreements between the parties. No representations, promises, understandings or Agreements, or otherwise, not herein contained shall be of any force or effect

Signature Page

In witness whereof, the parties have executed this instrument on the date(s) indicated below:

Warren County Board of Commissioners



Tom Grossmann, President

10/12/17
Date

Contractor



Authorized Contractor Signature


9-13-2017
Date

LINDSEY E EMS

Typed Name of Authorized Contractor

9-13-2017
Date

Approved as to form:



Keith Anderson, Asst. Prosecutor

8-31-17
Date

Classroom Training Agreement

This Agreement is entered into and made between the Warren County Board of Commissioners, hereinafter Commissioners, on behalf of OhioMeansJobs Warren County, hereinafter OMJWC, and Sales2Job Academy, 6734 Elmers Ct., Columbus, Ohio 43085, hereinafter referred to as "Contractor".

Purpose:

This Agreement is entered into in order that the Contractor may provide occupational trainings such as computer software and hardware technologies, networking technologies, business and office technologies, diversified medical occupations, electrical and electronic technologies, building and machine trades, fire and police technologies, heating and air conditioning, industrial maintenance technologies and similar programs.

Terms of the Agreement:

This Agreement shall be effective upon execution by the Commissioners through June 30, 2018. The Contractor understands that this Agreement is contingent upon the OMJWC's receipt of Workforce Innovation and Opportunity Act (WIOA), National Emergency Grant (NEG) or any supplemental funding through the State of Ohio or the U.S Department of Labor. The Contractor understands that if said funding is not provided, that this Agreement will be null and void as of the date the OMJWC notifies the Contractor in writing that said funding is not available.

Responsibilities of the Contractor:

1. Contractor agrees to assume any and all of its own administrative costs and further agrees that said cost will not be passed through in any manner to OMJWC or its trainees in relation to any training program funded through OMJWC.
2. The Contractor understands and agrees that OMJWC shall only incur financial obligation for each trainee upon provision to the Contractor by OMJWC of a signed letter of authorization and/or an approved Individual Training Account. Any additional training costs not covered by this agreement must receive prior OMJWC written approval and will require sufficient documentation of the additional training costs.
3. The Contractor will issue refunds for non-attendance and/or withdrawal for those trainees supported under this Agreement which shall be subject to and consistent with the Contractor's established and written policy relative to the refund of tuition and fees. No tuition will be paid until trainee's attendance exceeds the established refund policy date. Invoices may not indicate dates prior to the date that the WIOA funded trainee actually attends class/training. Test vouchers will not be paid until the trainee has completed classroom training necessary to

prepare his/her for passage of the test. Testing fees should be broken out from tuition costs and listed separately on invoices.

4. The Contractor agrees to reduce OMJWC's financial obligation for tuition, fees and books equal to each funded trainee's financial aid award from the Ohio Instructional Grant, Supplemental Education Opportunity Grant and/or Pell Grant. The distribution of the awards should appear as a reduction of tuition cost on the regular invoice for each term. The Contractor is responsible for disclosing to OMJWC all sources of grants, entitlements and /or scholarships to avoid cost duplication, with verification, upon request, of the amounts and dispositions of the PELL, OIG and/or SEOG, if such awards are applicable. The amount of these funding sources being applied to fees and tuition is to be clearly indicated on all invoices sent to OMJWC for payment.
5. The Contractor will begin training on the effective date as specified on the letter of authorization and/or the Individual Training Account and will perform subsequent written revisions and modifications relative thereto as negotiated with and approved by OMJWC. No changes will be made in training curriculum or dates without prior written approval from OMJWC.
6. The Contractor agrees to maintain and preserve for five years all records pertaining to transactions related to this Agreement including finances, trainee attendance and trainee progress and agrees that OMJWC, Comptroller General of the United States, the Secretary of Labor, the Governor of the State of Ohio or his authorized representative may at all times have access to such records for five years after final payment has been made under this Agreement. OMJWC reserves the right to request the Contractor to provide evidence of the training cost and the Contractor will be subject to periodic review by OMJWC or its designated agent(s). The Contractor agrees to provide OMJWC with copies of the previously mentioned records within five working days of the request and to maintain all trainee financial records in accordance with Generally Accepted Accounting Principles.
7. The Contractor shall, through the signature of class instructors or designated school personnel, be required to verify trainee attendance on a monthly basis and provide copies of all trainee grade transcripts or, if applicable, general progress reports or changes in enrollment status to OMJWC.
8. OMJWC or its authorized representative, the Secretary of Labor, the Governor of the State of Ohio or his authorized representative may at all times have access to and the right to inspect the place of training under this Agreement when necessary to assure the progress and quality of training or to determine compliance with the Agreement terms.
9. Trainees will not be terminated for inappropriate actions or misconduct without ten days prior written notification to the affected trainee. The trainee shall have

reasonable opportunity for correction or improvement with prior consultation with OMJWC, except for cases of trainee misconduct which are severe enough to require immediate dismissal as per Contractor written policies in the course catalog.

10. If an adverse action is taken against any trainee, such trainee will be given an opportunity to be heard and have his/her case considered under the established appeal procedures of the Contractor.
11. The Contractor shall repay to OMJWC amounts found not to have been expended in accordance with the Workforce Innovation & Opportunity Act and/or the Welfare Reform Act. OMJWC may offset such amounts against any other amount to which the Contractor is or may be entitled to unless OMJWC determines the Contractor should be held liable due to mis-expenditure of funds due to willful disregard of the Acts, gross negligence and/or failure to observe accepted standards of administration.
12. The Contractor will share with OMJWC staff all WIOA and/or NEG required follow-up information obtained on each WIOA/NEG-funded trainee and program performance information requested by Area 12.
13. The Contractor shall carry commercial general liability insurance for bodily injury, personal injury and property damage in an amount not less than \$1,000,000 per person, \$2,000,000 per occurrence and \$2,000,000 aggregate while performing any services for the Board in accordance with the terms of this contract and shall provide proof of compliance with this condition. The Contractor shall also maintain liability insurance to cover all of its employees and agents for any liability arising out of their conduct while in the employ of the Contractor in connection with the services rendered pursuant to this agreement.

Responsibilities of OMJWC:

1. It is the responsibility of OMJWC to determine an applicant's eligibility.
2. OMJWC will provide to the Contractor a signed letter of authorization and/or an approved Individual Training Account.
3. OMJWC will make payment to the Contractor within approximately thirty days after the receipt of an accurate invoice and any necessary supporting documentation. The Contractor, upon acceptance of final payment of the amount due under this agreement, less any credits, refunds or rebates due, shall release and forever discharge OMJWC from all pecuniary and legal liabilities, obligations and claims arising from this Agreement.

General Provisions:

1. OMJWC or the Contractor may, with the written concurrence of the other party, modify the conditions for training outlined in this Agreement. If any such change causes a modification in the cost or time required for the completion of services under this Agreement, the modification shall be signed by both parties before the change becomes effective.
2. Termination of this Agreement may be made without cause by either party. This termination requires ten days advanced written notification.
3. This Agreement and the rights of the parties hereunder shall be governed by the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any actions or proceedings concerned with this Agreement and/or performance thereunder.
4. Commissioners and OMJWC covenant that, to the best of their knowledge, no person under its employ, who presently exercises and functions or responsibilities in connection with the Contractor or projects or programs funded by the Contractor, has any personal financial interest, direct or indirect, in the Agreement. Commissioners and OMJWC further covenant that in the performance of this Agreement, no person having such conflicting interest shall knowingly be employed by the Commissioners and OMJWC. Any such interest, on the part of the Commissioners and OMJWC or its employees, when known, must be disclosed in writing to the Contractor.
5. By signing this Agreement, Commissioners and OMJWC certify that they are currently in compliance with, and will continue to adhere to the requirements of the Ohio Ethics Law as provided by Ohio Revised Code Sections 102.03 and 102.04.
6. Commissioners and OMJWC hereby certify that all applicable parties listed in Division (I)(3) or (J)(3) of Ohio Revised Code Section 3517.13 are in full compliance with Divisions (I)(1) and (J)(1) of Ohio Revised Code Section 3517.13.

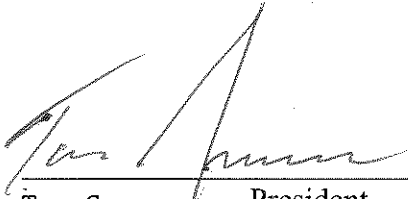
Assurances and Certifications:

1. Any patent rights, copyrights and/or rights in data resulting from this Agreement shall be the sole property of OMJWC.
2. The Contractor shall not assign any part of the Agreement without the written consent of OMJWC.
3. Attempts shall be made to resolve all disputes through an informal process among the trainee, the Contractor and OMJWC. If resolution does not occur to the satisfaction of any party, the first step is to use existing grievance procedures, if any, established by the Contractor to resolve disputes with trainees. If the Contractor has no internal grievance procedures or if the dispute remains unresolved, the parties agree to participate in and be bound by determinations resulting from OMJWC's grievance, complaint and disallowed cost resolution procedure.
4. During the performance of this Agreement, the Contractor will not discriminate against any trainee because of religion, race, political affiliation, color, sex, sexual orientation, national origin, ancestry, physical handicap, age or creed and shall not engage in any sectarian training activity.
5. The Contractor shall abide by appropriate standards for OSHA health and safety standards in training situations.
6. The Contractor assures that it is an accredited training institution which employs qualified instructors and which will comply with the local, state, federal, license and insurance requirements.
7. The Contractor will defend, indemnify, protect and save OMJWC harmless from any and all kinds of loss, claims, expenses, causes of action, costs, damages and other obligations, financial or otherwise, arising from (a) negligent, reckless or willful and wanton acts, errors or omissions by the Contractor, its agents, employees, licensees, contractors or sub-contractors; (b) the failure of the Contractor, its agents, employees, licensees, contractors, to observe the applicable standard of care in providing services pursuant to this Agreement; and (c) the intentional misconduct of the Contractor, its agents, employees, licensees, contractors, or sub-contractors that result in injury to persons or damage to property.
8. This Agreement contains the entire Agreement between the parties with respect to the subject matter thereof, and supersedes all prior written or oral Agreements between the parties. No representations, promises, understandings or Agreements, or otherwise, not herein contained shall be of any force or effect.

Signature Page

In witness whereof, the parties have executed this instrument on the date(s) indicated below:

Warren County Board of Commissioners

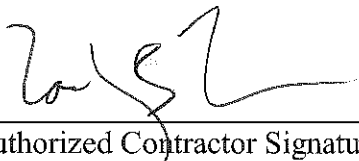


Tom Grossmann, President

10/12/17

Date

Contractor



Authorized Contractor Signature

Sept. 20, 2017

Date

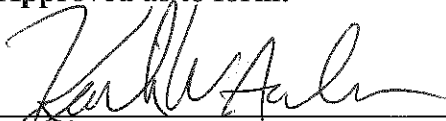
Zachary B. Zettler

Typed Name of Authorized Contractor

Sept. 20, 2017

Date

Approved as to form:



Keith Anderson, Asst. Prosecutor

9-13-17

Date

PURCHASE ORDER FILE INQUIRY
 PURCHASE ORDER#. 20577
 EXPENDED AMT. .00
 FUND..... 258
 SUB-FUND.....
 FUNCTION..... 5800
 OBJECT..... 663
 SUB-ACCOUNT..
 VENDOR NUMBER 03789
 APPROVAL DATE 9/19/17
 BLANKET PO... NO
 CANCELLATION. 0/00/00
 P.O. AMOUNT.. 5,000.00

FAOI25-FAS20

TRAN CODE. 0001 GENERAL PO TRANSACTION
 ORIGINAL MEMO.. TUITION FEES WORKBOOKS MEDIA
 WORKFORCE INVESTMENT ACT FUND
 *NONE
 WORKFORCE INVESTMENT
 CLASSROOM TRAINING-ADULT
 *NONE

5,000.00 REMAINING AMOUNT

Name... SALES2JOB ACADEMY
 Address 31964 10TH AVE
 LAGUNA BEACH, CA 92651

	QUANTITY	ITEM DESCRIPTION	PRICE
	1	ITA'S - WIA REQUIRED TUITION	
	2	FEES, WORKBOOKS, TEXTBOOKS, MEDIA	
	3	FOR APPROVED WIOA PARTICIPANTS	5000.00

F3-RETURN

ROLLUP/ROLLDOWN-CHANGE PAGE

Resolution

Number 17-1601

Adopted Date October 12, 2017

APPROVE AND ENTER INTO AN ADOPTION ASSISTANCE AGREEMENT WITH
[REDACTED] ON BEHALF OF OHIO DEPARTMENT OF JOB
AND FAMILY SERVICES CHILDREN SERVICES DIVISION

BE IT RESOLVED, to approve and enter into an Adoption Assistance Agreement with [REDACTED]
[REDACTED] on behalf of Ohio Department of Job & Family Services Children Services
Division. Copy of agreement attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

jc/

cc:

[REDACTED]
Children Services (file)

Resolution

Number 17-1602

Adopted Date October 12, 2017

APPROVE AND ENTER INTO AN ADOPTION ASSISTANCE AGREEMENT WITH [REDACTED]
[REDACTED] ON BEHALF OF OHIO DEPARTMENT OF JOB
AND FAMILY SERVICES CHILDREN SERVICES DIVISION


BE IT RESOLVED, to approve and enter into an Adoption Assistance Agreement with [REDACTED]
[REDACTED] on behalf of Ohio Department of Job & Family Services Children
Services Division. Copy of agreement attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

jc/

cc:

[REDACTED]
Children Services (file)

Resolution

Number 17-1603

Adopted Date October 12, 2017

APPROVE AND ENTER INTO AN ADOPTION ASSISTANCE AGREEMENT WITH [REDACTED] ON BEHALF OF OHIO DEPARTMENT OF JOB AND FAMILY SERVICES CHILDREN SERVICES DIVISION

BE IT RESOLVED, to approve and enter into an Adoption Assistance Agreement with [REDACTED] on behalf of Ohio Department of Job & Family Services Children Services Division. Copy of agreement attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

jc/

cc:

[REDACTED]
Children Services (file)

Resolution

Number 17-1604

Adopted Date October 12, 2017

APPROVE AND ENTER INTO AN ADOPTION ASSISTANCE AGREEMENTS WITH [REDACTED] ON BEHALF OF OHIO DEPARTMENT OF JOB AND FAMILY SERVICES CHILDREN SERVICES DIVISION


BE IT RESOLVED, to approve and enter into Adoption Assistance Agreements with [REDACTED] on behalf of Ohio Department of Job & Family Services Children Services Division. Copy of agreements attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

jc/

cc:

[REDACTED]
Children Services (file)

Resolution

Number 17-1605

Adopted Date October 12, 2017

APPROVE AND ENTER INTO AN ADOPTION ASSISTANCE AGREEMENT WITH [REDACTED] ON BEHALF OF OHIO DEPARTMENT OF JOB AND FAMILY SERVICES CHILDREN SERVICES DIVISION

BE IT RESOLVED, to approve and enter into an Adoption Assistance Agreement with [REDACTED] on behalf of Ohio Department of Job & Family Services Children Services Division. Copy of agreement attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

jc/

cc:

[REDACTED]
Children Services (file)

Resolution

Number 17-1606

Adopted Date October 12, 2017

ENTER INTO AN ENGINEERING SERVICES CONTRACT WITH LJB INC. ON BEHALF OF THE WARREN COUNTY ENGINEER

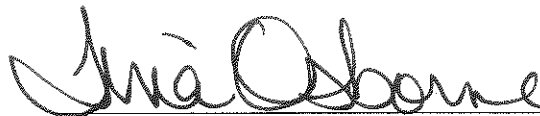
BE IT RESOLVED, to enter into an engineering service contract with LJB Inc. 2500 Newmark Drive, Miamisburg, OH 45342 for engineering services for the Topographic Survey and Environmental Assessment for Mounts Park. Copy of agreement attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: c/a – LJB, Inc.
Engineer (file)

**ENGINEERING SERVICES CONTRACT
FOR
TOPOGRAPHIC SURVEY AND ENVIRONMENTAL ASSESSMENT, MOUNTS
PARK IN HAMILTON TOWNSHIP**

THIS IS AN AGREEMENT made as of the date stated below, between The Warren County Board of County Commissioners, 406 Justice Drive, Lebanon, Ohio 45036 hereinafter referred to as the "OWNER," on behalf of the Warren County Engineer, hereinafter referred to as the "COUNTY ENGINEER" and LJB Inc., 2500 Newmark Drive, Miamisburg, Ohio 45342, a Corporation organized, duly licensed and existing under the laws of the State of Ohio for the practice of engineering, hereinafter referred to as the "ENGINEER."

COUNTY ENGINEER intends to develop a topographic survey and environmental assessment for Mounts Park, hereinafter referred to as the "PROJECT"

OWNER and ENGINEER in consideration of their mutual covenants herein agree in respect of the performance of professional engineering services by ENGINEER and the payment for those services by OWNER as set forth below.

ENGINEER shall provide professional engineering services for COUNTY ENGINEER in all phases of the Project to which this Agreement applies, serve as COUNTY ENGINEER'S professional engineering representative for the Project as set forth below and shall give professional engineering consultation and advice to COUNTY ENGINEER during the performance of services hereunder.

SECTION 1 - BASIC SERVICES OF ENGINEER

- 1.1 ENGINEER shall perform professional services as hereinafter stated, which include customary civil, structural, and customary surveying services incidental thereto.
- 1.2 ENGINEER shall perform tasks for the PROJECT in accordance with the scope of services and the ENGINEER'S fee proposal (letter dated September 5, 2017 REVISED September 6, 2017) which is attached and made a part of this contract and identified as Exhibit 1, hereinafter referred to as "Basic Services"

SECTION 2 - ADDITIONAL SERVICES OF ENGINEER

- 2.1 If authorized in writing by OWNER and COUNTY ENGINEER, ENGINEER shall furnish or obtain from others Additional Services of the following types, which are not considered normal or customary Basic Services. Such services will be set forth in an Exhibit, which is to be identified, attached to and made a part of this Agreement before such services begin.

SECTION 3 - COUNTY ENGINEER'S RESPONSIBILITIES

COUNTY ENGINEER shall:

- 3.1 Provide all criteria and full information as to COUNTY ENGINEER'S requirements for the Project.
- 3.2 Assist ENGINEER by placing at his/her disposal all available information pertinent to the Project.
- 3.3 Furnish ENGINEER, as required for performance of ENGINEER's Basic Services, data prepared by or services of others, including without limitation laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data or consultations not covered in Section 2; all of which ENGINEER may rely upon in performing his/her services.

- 3.4 Examine all studies, reports, sketches, drawings, proposals and other documents presented by ENGINEER, obtain advice of an attorney, insurance counselor and other consultants as OWNER and COUNTY ENGINEER deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ENGINEER.
- 3.5 Designate in writing the person or persons to act as COUNTY ENGINEER's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the COUNTY ENGINEER's policies and decisions with respect to materials, equipment, elements and systems pertinent to ENGINEER's services.
- 3.6 Give prompt written notice to ENGINEER whenever COUNTY ENGINEER observes or otherwise becomes aware of any development that affects the scope or timing of ENGINEER's services, or any defect in the work of the Contractor(s).
- 3.7 Furnish, or direct ENGINEER to provide, upon approval of OWNER, necessary Additional Services as stipulated in Section 2 of this Agreement or other services as required.
- 3.8 Bear all costs incident to compliance with the requirements of this Section 3.

SECTION 4 - PERIOD OF SERVICE

- 4.1 The provisions of this Section 4 and the various rates of compensation for ENGINEER's services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project. ENGINEER's obligation to render services hereunder will extend for a period of time that may reasonably be required for the Engineering Services of the Project including extra work and required extensions thereto.
- 4.2 ENGINEER's services shall each be considered complete at the earlier of (1) the date when the submission has been accepted by COUNTY ENGINEER or (2) thirty days after the date when such submission is delivered to COUNTY ENGINEER for final acceptance.
- 4.3 If COUNTY ENGINEER has requested significant modifications or changes in the extent of the Project, the time of performance of ENGINEER's services and his/her various rates of compensation shall be adjusted appropriately upon approval of OWNER.
- 4.4 If ENGINEER's services for design of the Project are delayed or suspended in whole or in part by COUNTY ENGINEER for more than three months for reasons beyond ENGINEER's control, ENGINEER shall on written demand to COUNTY ENGINEER (but without termination of this Agreement) be paid as provided in paragraph 5.3.2. If such delay or suspension extends for more than one year for reasons beyond ENGINEER's control, or if ENGINEER for any reason is required to render services more than one year after Substantial Completion, the various rates of compensation provided for elsewhere in this Agreement shall be subject to renegotiation.

SECTION 5 - PAYMENTS TO ENGINEER

5.1 Methods of Payment for Services and Expenses of ENGINEER

- 5.1.1 For Basic Services. OWNER shall pay ENGINEER for Basic Services rendered under Section 1 as follows:
 - 5.1.1.1 The ENGINEER agrees to provide the Basic Services set forth in Section 1 hereof to the COUNTY ENGINEER for the PROJECT, for a lump sum base fee of \$11,870.00.

5.1.1.2 For Additional Services. OWNER shall pay ENGINEER for Additional Services rendered under Section 2 as set forth in an Exhibit, which is to be identified, attached to and made a part of this Agreement before such services begin.

5.2 Times of Payments.

5.2.1. Engineer shall submit monthly statements for Basic and Additional Services rendered. The statements will be based upon ENGINEER'S estimate of the proportion of the total services actually completed at the time of billing. OWNER shall make prompt monthly payments in response to ENGINEER'S monthly statements, EXCEPT as provided in Section 5.2.2.

5.2.2. The OWNER shall reimburse the ENGINEER for services included to a maximum of 90% of the total contract amount until such time as the final documents have been received and approved by the COUNTY ENGINEER. The Owner shall pay the final 10% of the contract amount upon final approval of the final documents.

5.3 Other Provisions Concerning Payments.

5.3.1. If OWNER fails to make any payment due ENGINEER for services and expenses within sixty days after receipt of ENGINEER'S statement therefore, ENGINEER may, after giving seven days written notice to OWNER, suspend services under this Agreement until he/she has been paid in full all amounts due for services and expenses.

5.3.2. In the event of termination by OWNER under paragraph 6.1 upon the completion of any portion of the Basic Services, progress payment due ENGINEER for all services satisfactorily rendered through such portion shall constitute total payment for such services.

5.3.3. Records of ENGINEER'S Salary Costs pertinent to ENGINEER'S compensation under this Agreement will be kept in accordance with generally accepted accounting practices. Copies will be made available to OWNER and COUNTY ENGINEER upon request prior to final payment for ENGINEER'S services.

5.4 Definitions

5.4.1. The Payroll Costs used as a basis for payment mean salaries and wages (basic and incentive) paid to all personnel engaged directly on the Project, including, but not limited to the following; engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, all other technical personnel, stenographers, typists and clerks; plus the cost of customary and statutory benefits including, but not limited to, social security contributions, unemployment, excise and payroll taxes, workers' compensation, health and retirement benefits, sick leave, vacation and holiday pay applicable thereto.

SECTION 6 - GENERAL CONSIDERATIONS

6.1 Termination.

The obligation to provide services under this Agreement may be terminated by OWNER for convenience upon seven days' written notice by certified mail, return receipt requested, and by either party upon seven days' written notice by certified mail, return receipt requested, in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

6.2 Reuse of Documents.

All documents including reports and maps prepared by Engineer pursuant to this Agreement are instruments of service as part of the Project. They are not intended or represented to be suitable for reuse by COUNTY ENGINEER or others on extensions of the Project or any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER or COUNTY ENGINEER'S risk and without

liability or legal exposure to ENGINEER. Any verification or adaptation requested by OWNER or COUNTY ENGINEER to be performed by ENGINEER will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER, COUNTY ENGINEER and ENGINEER.

6.3 Controlling Law and Venue

This Agreement is to be governed by the law of the State of Ohio. The venue for any disputes hereunder shall be Warren County, Ohio Court of Common Pleas.

6.4 Successors and Assigns.

6.4.1 OWNER, COUNTY ENGINEER and ENGINEER each binds himself/herself and his/her partners, successors, executors, administrators, assigns and legal representatives to the other party, to this Agreement and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this Agreement.

6.4.2 Neither OWNER nor ENGINEER nor COUNTY ENGINEER shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except as stated in paragraph 6.4.1 and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent ENGINEER from employing such independent consultants, associates and subcontractors, as he/she may deem appropriate to assist him/her in the performance of services hereunder.

6.4.3 Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than OWNER and ENGINEER.

6.5 Modification or Amendment

No modification or amendment of any provisions of this Contract shall be effective unless made by a written instrument, duly executed by the party to be bound thereby, which refers specifically to this Contract and states that an amendment or modification is being made in the respects as set forth in such amendment.

6.6 Construction

Should any portion of this Contract be deemed unenforceable by any administrative or judicial officer or tribunal of competent jurisdiction, the balance of this Contract shall remain in full force and effect unless revised or terminated pursuant to any other section of this Contract.

6.7 Waiver

No waiver by either party of any breach of any provision of this Contract shall be deemed to be a further or continuing waiver of any breach of any other provision of this Contract. The failure of either party at any time or times to require performance of any provision of this Contract shall in no manner affect such party's right to enforce the same at a later time.

6.8 Relationship of Parties

The parties shall be independent contractors to each other in connection with the performance of their respective obligations under this Contract.

6.9 Parties

Whenever the terms "OWNER" "COUNTY ENGINEER" or "ENGINEER" are used herein, these terms shall include without exception the employees, agents, successors, assigns, and/or authorized representatives of OWNER, COUNTY ENGINEER and ENGINEER.

6.10 Headings

Paragraph headings in this Contract are for the purposes of convenience and identification and shall not be used to interpret or construe this Contract.

6.11 Notices

All notices required to be given herein shall be in writing and shall be sent certified mail return receipt to the following respective addresses:

TO: Warren County Commissioners	Warren County Engineer's Office
Attn. Tiffany Zindel, County Administrator	Attn. Neil F. Tunison, County Engineer
406 Justice Drive	210 W Main Street
Lebanon, Ohio 45036	Lebanon, Ohio 45036
Ph. 513-695-1250	Ph. 513-695-3301

LJB Inc.
Attn: Paul C. Goodhue, P.E., PTOE
2500 Newmark Drive
Miamisburg, Ohio 45342
Ph. 937-259-5000

6.12 Insurance

ENGINEER shall carry comprehensive general or professional liability insurance providing single limit coverage, with no interruption of coverage during the entire term of this Contract. ENGINEER further agrees that in the event that its comprehensive general or professional liability policy is maintained on a "claims made" basis, and in the event that this contract is terminated, ENGINEER shall continue such policy in effect for the period of any statute or statutes of limitation applicable to claims thereby insured, notwithstanding the termination of the Contract. ENGINEER shall provide COUNTY with a certificate of insurance evidencing such coverage, and shall provide thirty (30) days' notice of cancellation or non-renewal to COUNTY ENGINEER. Cancellation or non-renewal of insurance shall be grounds to terminate this Contract. Such insurance shall be primary coverage requiring no contribution or apportionment from OWNER or OWNER'S insurer(s). ENGINEER shall carry statutory worker's compensation insurance and statutory employer's liability insurance as required by law and shall provide COUNTY ENGINEER with certificates of insurance evidencing such coverage simultaneous with the execution of this Contract.

SECTION 7 - SPECIAL PROVISIONS, EXHIBITS and SCHEDULES

7.1 The following Exhibits are attached to and made a part of this Agreement:

Exhibit 1

7.2 In the event of any conflict or contradiction between any special provision, exhibits and schedules and the text of this Agreement, the terms, conditions and obligations of this Agreement shall be controlling.

SECTION 8 - ENTIRE AGREEMENT

This Agreement (consisting of pages 1 to 7 inclusive), together with the Exhibits and schedules identified above constitute the entire agreement between OWNER and ENGINEER and supersede all prior written or oral understandings. This Agreement and said

Exhibits and schedules may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by all parties.

SECTION 9 – INDEMNIFICATION

ENGINEER will defend, indemnify, protect, and save OWNER and COUNTY ENGINEER from any and all kinds of loss, claims, expenses, causes of action, costs, damages, and other obligations, including but not limited to OWNER and COUNTY ENGINEER'S reasonable attorney fees, financial or otherwise, arising from (a) negligent, reckless, or willful and wanton acts, errors or omissions by ENGINEER, its agents, employees, licensees, contractors or subcontractors; (b) the failure of ENGINEER, its agents, employees, licensees, contractors, or subcontractors to observe the applicable standard of care in providing services pursuant to this Contract; and (c) the intentional misconduct of ENGINEER, its agents, employees, licensees, contractor or subcontractors that result in injury to persons or damage to property.

SECTION 10 – EXECUTION

ENGINEER :

IN EXECUTION WHEREOF, LJB Inc. has caused this Agreement to be executed on the date stated below by RALPH NOLMAN, its TRANSPORTATION DIRECTOR, pursuant to a corporate Resolution authorizing such act.

LJB INC.

SIGNATURE:



PRINTED NAME:

RALPH E. NORMAN JR

TITLE:

TRANSPORTATION PRACTICE LEADER

DATE:

OCT 2, 2017

(The remainder of this page was left blank intentionally.)

OWNER:

IN EXECUTION WHEREOF, upon written recommendation of the Warren County Engineer, the Warren County Board of County Commissioners has caused this Agreement to be executed by Tom Grossmann, its President on the date stated below, pursuant to Resolution No. 17-1606 dated 10/12/17.

**WARREN COUNTY
BOARD OF COUNTY COMMISSIONERS**

SIGNATURE: [Signature]

PRINTED NAME: Tom Grossmann

TITLE: President

DATE: 10/12/17

RECOMMENDED BY:

**NEIL F. TUNISON, P.E., P.S.
WARREN COUNTY ENGINEER**

By: [Signature]
Neil F. Tunison, P.E., P.S.

APPROVED AS TO FORM:

**DAVID P. FORNSHELL
PROSECUTING ATTORNEY
WARREN COUNTY, OHIO**

By: [Signature]
Assistant Prosecuting Attorney



EXHIBIT 1

September 5, 2017 **REVISED** September 6, 2017

Mr. Kenny Hickey
Public Works Director
Hamilton Township
7780 South State Route 48
Hamilton Township, Ohio 45039

Re: Topographic Survey and Environmental Assessment, Mounts Park
Proposal Scope and Fee

Dear Mr. Hickey:

This proposal is being transmitted for the topographic survey and environmental assessment at Mounts Park. A scope of services has been developed based on our project understanding of deliverables, exclusions, assumptions and project constraints. This document is based on the information known on the date of preparation and may be modified to reflect additional data received throughout the project process.

PROJECT SCOPE OF SERVICES

Project Understanding

Our understanding of the project is based on multiple site visits and meetings with the Township; the February 15, 2017 Notice of Violation (NOV) from Marianne Piekutowski of Ohio EPA, and discussions with Maria Lammers of Ohio EPA and Andrew Wendt from the Army Corps of Engineers.

Recently stormwater flow has eroded the edge of the landfill, exposing solid waste. Unchecked, stormwater may continue to pull more solid waste into the adjacent pond and eventually to the Little Miami River.

Environmental Assessment (\$1,500)

- > An LJB environmental scientist will identify in the field the Ordinary High Water mark in the stream channel and the delineate the limits of the exposed solid waste for LJB land surveying crew to collect.

Land Surveying (\$6,750)

- > A topographic survey will take place in the stream channel in the areas where solid waste is delineated. For the purpose of this proposal, it is assumed that no more than 600 linear feet of the stream channel has exposed solid waste. Cross sections will occur at 25 foot intervals along the channel.
- > The topographic survey will identify the location of the Ordinary High Water mark and obtain information in order to determine the hydraulic properties of the stream channel.
- > LJB will tie the survey into nearby control datum.

Mr. Kenny Hickey

September 5, 2017 **REVISED** September 6, 2017

Page 2

Project Stakeholder Meeting (\$1,280)

- > LJB will lead a meeting with project stakeholders expected to include at a minimum representatives from Ohio EPA, Army Corps of Engineers, Warren County, and Hamilton Township. This meeting will be held after the completion of the topographic survey and environmental field work. A roll plot exhibit will be brought to the meeting to discuss remediation efforts with the group. These remediation efforts are expected to include some combination of covering the exposed solid waste, diverting the water in the channel, and/or restricting drainage into the channel.

Preliminary Engineering of Remediation Plan (\$2,340)

- > At the completion of the meeting with project stakeholders, LJB will compile a Scope of Services for the next phase of the project. LJB will also prepare a preliminary cost opinion (estimate) to construct the remediation, including engineering and permit fees.

PROJECT DELIVERABLES

The deliverables for this project will include:

Roll plot exhibit

- > A roll plot will be prepared over available aerial imagery to depict the location of the Ordinary High Water mark as well as the limits of exposed solid waste.

Electronic CAD basemap

- > An electronic CAD basemap (DGN format) will be prepared with the full topographic survey elements identified as 'existing conditions' for use in future designs. The Ordinary High Water mark and limits of the exposed solid waste will also be included.

Standards

- > The deliverables for this project will follow LJB CAD standards.

EXCLUSIONS

LJB has excluded the following items in our scope of services:

- > Cost of permits, application fees and review fees

Mr. Kenny Hickey
September 5, 2017 **REVISED September 6, 2017**
Page 3

COST AND SCHEDULE


LJB will complete the above scope of work as stated above on a lump sum basis for the cost of \$11,870.

LJB can begin work immediately upon authorization. We propose to complete the environmental field work, land surveying, and roll plot exhibit prepared for your review within 30 days of authorization. At that time we will schedule the meeting with project stakeholders. Following completion of the meeting with project stakeholders, LJB will compile a Scope of Services for the next phase of the project.

We appreciate the opportunity to work with you on this important project. Should you have any questions or wish to authorize the work, please contact me at (937) 259-5040 or pgoodhue@ljbinc.com.

Sincerely,

LJB Inc.



Paul C. Goodhue, P.E., PTOE
Project Manager

Cc: Ray Warrick, Hamilton Township
Ellen Horman, Hamilton Township
Jim Albertz, LJB Inc.
Shannon Mueller, LJB Inc.

Resolution

Number 17-1607

Adopted Date October 12, 2017

APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH JONES WARNER CONSULTANTS, INC. FOR THE FY13&16 PLEASANT PLAIN STORM SEWER CDBG PROJECT, PURCHASE ORDER NO. 22078

WHEREAS, this Board on June 13, 2017 entered into a Contract with Jones Warner Consultants, Inc. for the FY13&16 Pleasant Plain Storm Sewer Community Development Block Grant Project; and

WHEREAS, additional easement work and plan sets will be required to complete said project; and

WHEREAS, a Change Order and Purchase Order increase are necessary in order to accommodate said change; and

NOW THEREFORE IT IS RESOLVED:

1. Approve Change Order No. 1 to the Contract with Jones Warner, Inc, increasing Purchase Order No. 22078 by \$2,087.50 and creating a new Contract and Purchase Order price in the amount of \$ 14,884.50.
2. By said Change Order, attached hereto and made part hereof, all costs and work associated with the change shall be added to the Contract.
3. That the President of this Board is hereby directed to execute and sign Change Order No. 1 of the Contract with Jones Warner, Inc. for the FY13&16 Pleasant Plain Storm Sewer Community Development Block Grant Project.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 
c/a – Jones Warner Consultants, Inc.
OGA (file)



Warren County
 Office of Grants Administration
 460 Justice Drive
 Lebanon, OH 45036
 513.695.1210

CHANGE ORDER
 PO #22078


Change Order Number 1
 Project Name: FY13&16 Pleasant Plain Storm Sewer

CONTRACTOR QUOTATION	DESCRIPTION	ADDITIONS	DELETIONS
1	Recorder Fee	\$112.50	
2	Two Easements	\$1,900.00	
3	Eight sets of plans	\$72.00	
4			
5			
Sums of the ADDITIONS and DELETIONS		\$2,084.50	

Attachments: Attachment A - Tabulation sheet from bid

Original contract price \$12,800.00
 Current contract price adjusted by previous change orders 12,800.00
 The Contract price due to this change order will be increased/decreased by \$ 2,084.50
 The New contract price including this change order will be \$ 14,884.50
 The contract time will be increased by 0 calendar days.
 The date for completion of work will be _____.

Acceptance of this Change Order by the contractor constitutes final settlement of all matters relating to the change in Work that is the subject of the Change Order, including but not limited to, all direct, indirect and cumulative costs and schedule impacts associated with such change and any and all adjustments to the Contract Sum or Price and the extension of the Contract completion time.


 Jones Warner Consultants
 Date 10/16/17


 Warren County Commissioner
 Date 10/12/17


 Warren County Grants Administration
 Date 10/11/17


 Warren County Commissioner
 Date 10/12/17

 Warren County Commissioner Date

Resolution

Number 17-1608

Adopted Date October 12, 2017

ACKNOWLEDGE RECEIPT OF SEPTEMBER 2017 FINANCIAL STATEMENT

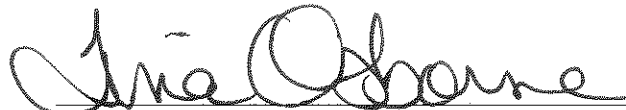
BE IT RESOLVED, to acknowledge receipt of the September 2017, County Financial Statement for Funds #101 through #650; as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor (file) *EH*
E. Hartmann

Resolution

Number 17-1609

Adopted Date October 12, 2017

APPROVE VARIOUS REFUNDS

BE IT RESOLVED, to approve various refunds, as attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 79
Refunds file

Resolution

Number 17-1610

Adopted Date October 12, 2017

ACKNOWLEDGE PAYMENT OF BILLS

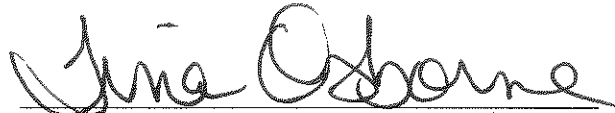
BE IT RESOLVED, to acknowledge payment of bills as submitted on batches #10/05/2017 001, #10/05/2017 002, #10/05/2017 003, #10/05/2017 004, #10/05/2017 005, #10/05/2017 007, #10/10/2017 001, #10/10/2017 002, #10/10/2017 003, #10/10/2017 004, #10/10/2017 005, #10/12/2017 001, #10/12/2017 002, #10/12/2017 003, #10/12/2017 004, #10/12/2017 005, #10/12/2017 006, #10/12/2017 007, and #10/12/2017 008,; said batches are attached hereto and made a part hereof.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

lkl

cc: Auditor 

Resolution

Number 17-1611

Adopted Date October 12, 2017

APPROVE A SUBDIVISION PUBLIC IMPROVEMENT PERFORMANCE AND MAINTENANCE SECURITY AGREEMENT RELEASE WITH RHEIN NATORP DEVELOPMENT CO., LLC FOR LONG COVE, PHASE 6B SITUATED IN DEERFIELD TOWNSHIP

BE IT RESOLVED, upon recommendation of the Warren County Sanitary Engineer, to approve the following security release:

RELEASE

Bond Number	:	16-013 (W/S)
Development	:	Long Cove, Phase 6B
Developer	:	Rhein Natorp Development Co., LLC
Township	:	Deerfield
Amount	:	\$14,064.30
Surety Company	:	Cashier's Check – Chase Bank #9121010238

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cgb

cc: Rhein Natorp Development Co., LLC, 7265 Kenwood Rd, Suite 180 Cincinnati OH 45236
E. Hartmann
Water/Sewer (file)
Bond Agreement file

Resolution

Number 17-1612

Adopted Date October 12, 2017

APPROVE VARIOUS RECORD PLATS

BE IT RESOLVED, upon recommendation of the Warren County Regional Planning Commission, to approve the following Record Plats:

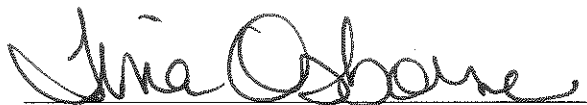
- River's Bend Golf Club Community Section 3A – Hamilton Township

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Plat File
RPC

Resolution

Number 17-1613

Adopted Date October 12, 2017

APPROVE APPROPRIATION DECREASES WITHIN VARIOUS FUNDS

WHEREAS, various Departments have cancelled purchase orders that were encumbered and carried over from previous years; and

WHEREAS, the Auditor's Office has advised this Board that any time prior year purchase orders are cancelled an appropriation decrease is necessary; and

NOW THEREFORE BE IT RESOLVED, to approve the following appropriation decreases within various Department Funds:


\$13,800.00 from #205-6710-330 (BDD – Real Property, Capital Imp.)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Decrease file
Board of Developmental Disabilities (file)
OMB

Resolution

Number 17-1614

Adopted Date October 12, 2017

APPROVE REPAYMENT OF CASH ADVANCES WITHIN THE IRWIN SIMPSON RD
ASSESSMENT PROJECT FUND NO. 449-3320

WHEREAS, pursuant to Resolutions 16-1587, 16-1319, adopted October 4, 2016 and August 23, 2016 respectively, this Board approved Cash Advances totaling \$233,889.01 from Sewer Revenue (Surplus) into the Irwin Simpson Rd Assessment Project in order to pay project costs prior to issuance of Special Assessment Bonds; and

WHEREAS, it is now necessary to repay the Cash Advances; and

NOW THEREFORE BE IT RESOLVED to approve the following:

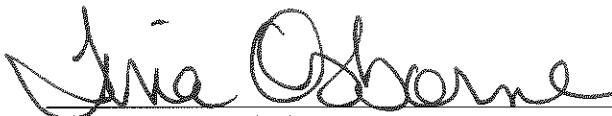
\$233,889.01 from #449-3320--5555-666 (Cash Advance-Out)
 into #580-3319-5555-555 (Cash Advance-In)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

las

cc: Auditor 
Cash Advance file
Water/Sewer (File)
Project File
OMB

Resolution

Number 17-1615

Adopted Date October 12, 2017

APPROVE AN OPERATIONAL TRANSFER FROM COMMISSIONERS FUND #101-1112 INTO HUMAN SERVICES FUND #203

WHEREAS, the Department of Human Services has requested that the third and fourth months of their mandated share for SFY 2018 be transferred into the Human Services Public Assistance Fund #203; and

NOW THEREFORE BE IT RESOLVED, to approve the following operational transfer from Commissioners Fund #101 into Human Services Fund #203:

\$34,189.50 from #101-1112-742-9000 (Commissioners Grants - Public Assistance)
into #203-2040-999-9000 (Human Services - Public Assistance)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Operational Transfer file
Human Services (file)
OMB

Resolution

Number 17-1616

Adopted Date October 12, 2017

APPROVE SUPPLEMENTAL APPROPRIATION INTO WARREN COUNTY TRANSIT FUND #299

BE IT RESOLVED, in order to prepare voucher for purchase of three new transit buses, partially funded with grant funds from Federal Transit Administration, it is necessary to approve the following supplemental appropriation:

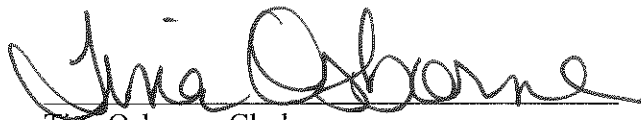
\$33,000.00 into #299-7000-320 (Capital Purchases \$10,000 and over)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

/sm

cc: Auditor 
Supplemental Appropriation file
OGA (file)
OMB

Resolution

Number 17-1617

Adopted Date October 12, 2017

APPROVE SUPPLEMENTAL APPROPRIATIONS INTO PROPERTY AND CASUALTY
INSURANCE FUND #632

BE IT RESOLVED, to approve the following supplemental appropriations:

\$ 15,000.00 into #632-0100-926 (Benefits – Insurance Premium)
\$500,000.00 into #632-0100-932 (Benefits – Medical/Rx Claims)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Supplemental Appropriation file
OMB (file)

Resolution

Number 17-1618

Adopted Date October 12, 2017

APPROVE SUPPLEMENTAL APPROPRIATION INTO CORONER FUND #101-2100

BE IT RESOLVED, to approve the following supplemental appropriation:


\$45,000.00 into #101-2100-400 (Coroner – Purchased Services)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Supplemental App. file
Coroner (file)
OMB

Resolution

Number 17-1619

Adopted Date October 12, 2017

APPROVE SUPPLEMENTAL APPROPRIATIONS INTO DOG AND KENNEL FUND #206

BE IT RESOLVED, to approve the following supplemental appropriations in order to process a sick and vacation leave payout for former employee Erick Hancock:

\$1,199.00 into #206-2700-882 (Accum. Vacation Leave Payout)

\$2,102.00 into #206-2700-881 (Accum. Sick Leave Payout)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 
Supplemental App. file
Dog & Kennel (file)
OMB

Resolution

Number 17-1620

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT FROM COMMISSIONERS GENERAL FUND #101-1110 INTO JUVENILE COURT FUND #101-1240

BE IT RESOLVED, to approve the following appropriation adjustment from Commissioners Fund #101-1110 into Juvenile Court Fund #101-1240 in order to process a vacation leave payout for Emily Rupe former employee of Juvenile Detention:

\$1,247.37 from #101-1110-882 (Comm. – Vacation Leave Payout)
 into #101-1240-882 (Juvenile Detention - Vac. Leave Payout)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Juvenile (file)
OMB

Resolution

Number 17-1621

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENTS FROM COMMISSIONERS GENERAL
FUND #101-1110 INTO RECORDS CENTER & ARCHIVES FUND #101-1500

BE IT RESOLVED, to approve the following appropriation adjustments from Commissioners
Fund #101-1110 into Records Center & Archives Fund #101-1500 in order to process a vacation
leave payout for Daniel Watts former employee of Records Center & Archives:

\$256.20	from	#101-1110-882	(Comm. – Vacation Leave Payout)
	into	#101-1500-882	(Records Center - Vacation Leave Payout)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Records Center (file)
OMB

Resolution

Number 17-1622

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT FROM COMMISSIONERS GENERAL FUND
#101-1110 INTO JUVENILE DETENTION FUND #101-2600

BE IT RESOLVED, to approve the following appropriation adjustment from Commissioners
Fund #101-1110 into Juvenile Detention Fund #101-2600 in order to process a vacation leave
payout for Donald Dunn former employee of Juvenile Detention:


\$1,929.00	from	#101-1110-882	(Comm. – Vacation Leave Payout)
	into	#101-2600-882	(Juvenile Detention - Vac. Leave Payout)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Juvenile (file)
OMB

Resolution

Number 17-1623

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT FROM COMMISSIONERS GENERAL FUND #101-1110 INTO COMMUNICATIONS CENTER – DISPATCH FUND #101-2850

BE IT RESOLVED, to approve the following appropriation adjustment from Commissioners Fund #101-1110 into Communications Center – Dispatch Fund #101-2850 in order to process a vacation leave payout for Michael Bunner former employee of the Communications Center - Dispatch:

\$3,468.79	from	#101-1110-882	(Commissioners – Vacation Leave Payout)
	into	#101-2850-882	(Comm. Ctr. – Dispatch - Vacation Leave Payout)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Emergency Services (file)
OMB

Resolution

Number 17-1624

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENTS FROM COMMON PLEAS COMMUNITY
CORRECTIONS FUND #101-1224 INTO COMMON PLEAS COURT FUND #101-1220

BE IT RESOLVED, to approve the following appropriation adjustments:

\$3,000.00 from #101-1224-850 (Training - Education)
 into #101-1220-850 (Training - Education)

\$ 500.00 from #101-1224-850 (Training - Education)
 into #101-1220-910 (Other Expense)

\$1,000.00 from #101-1224-910 (Other Expense)
 into #101-1220-910 (Other Expense)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Common Pleas Court (file)
OMB

Resolution

Number 17-1625

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT FROM JUVENILE COURT FUND #101-2600
INTO JUVENILE DETENTION FUND #101-1240

BE IT RESOLVED, to approve the following appropriation adjustment:

\$6,000.00 from #101-2600-400 (Purchased Services)
 into #101-1240-415 (Attorneys Indigent)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adj. file
Juvenile (file)
OMB

Resolution

Number 17-1626

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN TELECOMMUNICATIONS
DEPARTMENT FUND #101-2810

BE IT RESOLVED, to approve the following appropriation adjustments:


\$11,566.18	from	#101-2810-320	(Capital Purchases \$10,000 & over)
	into	#101-2810-317	(Capital Purchases under \$10,000)
\$10,000.00	from	#101-2810-361	(Telecom- Telephone Equip)
	into	#101-2810-400	(Telecom-Purchased Services)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adj. file
Telecom (file)
OMB

Resolution

Number 17-1627

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN VETERANS FUND #101-5210

BE IT RESOLVED, to approve the following appropriation adjustment:

\$ 20,000.00 from #101-5210-320 (Capital Purchases \$10,000 and Over)
into #101-5210-317 (Capital Purchases under \$10,000)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor 
Appropriation Adj. file
Veterans (file)
OMB

Resolution

Number 17-1628

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN ENGINEER'S FUND #202

BE IT RESOLVED, to approve the following appropriation adjustments in order to process vacation and sick leave payout for former employee Todd Carter:

\$1,450.00 from #202-3130-102 (Bridge, Regular Salaries)
 into #202-3130-881 (Bridge, Accum Sick Payout)

\$1,400.00 from #202-3130-102 (Bridge, Regular Salaries)
 into #202-3130-882 (Bridge, Accum Vacation Payout)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Auditor ✓
Appropriation Adjustment file
Engineer (file)
OMB

Resolution

Number 17-1629

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN THE CERTIFICATE OF TITLE
ADMINISTRATION FUND #250-1260

BE IT RESOLVED, to approve the following appropriation adjustment:

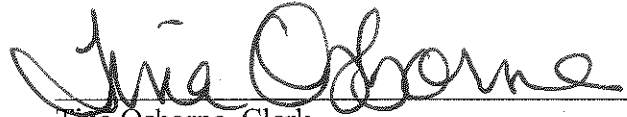
\$2,000.00	from	#250-1260-830	(Workers Compensation-D.A.W.R.)
	into	#250-1260-400	(Purchased Services)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adj. file
Clerk of Courts (file)
OMB

Resolution

Number 17-1630

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN COUNTY COURT FUND #253

BE IT RESOLVED, to approve the following appropriation adjustment within County Court Fund 253


\$ 1,755.00	from	#253-1280-820	(Health Insurance)
	into	#253-1280-102	(Regular Salaries)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
County Court (file)
OMB

Resolution

Number 17-1631

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN EMERGENCY SERVICES / EMA
FUND #264

BE IT RESOLVED, to approve the following appropriation adjustment in order to process a
vacation payout for former employee Michael Bunner:


\$3,468.79	from	#264-2800-102	(Salaries)
	into	#264-2800-882	(Vacation Payout)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Emergency Services (file)
OMB

Resolution

Number 17-1632

Adopted Date October 12, 2017

APPROVE AN APPROPRIATION ADJUSTMENT WITHIN PROSECUTOR FUND #271

BE IT RESOLVED, to approve the following appropriation adjustment:


\$349.00	from	#271-1150-910	(Other Expense)
	into	#271-1150-210	(Office Supplies, General)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

CSM\

cc: Auditor VS
Appropriation Adjustment file
Prosecutor (file)
OMB

Resolution

Number 17-1633

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN SHERIFF'S OFFICE FUNDS #285
AND #286

BE IT RESOLVED, to approve the following appropriation adjustments:

\$500.00 from #285-2200-317 (Capital Purchases under \$10,000)
 into #285-2200-400 (Purchase Services)

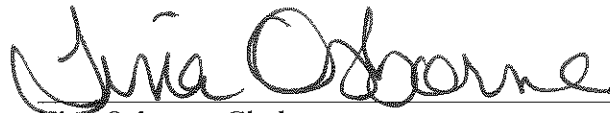
\$400.00 from #286-2200-220 (Operating Supplies)
 into #286-2200-400 (Purchase Services)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann.
Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adjustment file
Sheriff's Office (file)
OMB

Resolution

Number 17-1634

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENT WITHIN TRANSIT FUND #299

BE IT RESOLVED, in order to process vouchers with the appropriate object code, it is necessary to approve the following appropriation adjustment:

\$150,000 from #299- 7000-310 (Vehicles, Capital Outlay)
 into #299-7000-320 (Capital Purchases \$10,000 and over)

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:


Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

/sm

cc: Auditor 
Appropriation Adj. file
Transit (file)
OMB

Resolution

Number 17-1635

Adopted Date October 12, 2017

APPROVE APPROPRIATION ADJUSTMENTS WITHIN RECORDS CENTER FUND #101-1500 AND DATA PROCESSING FUND #101-1401

BE IT RESOLVED, to approve the following appropriation adjustments:

RECORDS CENTER FUND #101-1500

\$400.00 from #101-1500-111 (Part-time Employees)
 into #101-1500-855 (Clothing)

DATA PROCESSING FUND #101-1401

\$165.00 from #101-1401-910 (Other Expense)
 into #101-1401-940 (Travel)


Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS


Tina Osborne, Clerk

cc: Auditor 
Appropriation Adj. file
Records Center (file)
Data Processing (file)
OMB

Resolution

Number 17-1636

Adopted Date October 12, 2017

CLOSE PINNACLE LANE AT THE BETHANY ROAD INTERSECTION AND REROUTE PINNACLE LANE TRAFFIC THROUGH THE NEW HUDSON HILLS SUBDIVISION BACK TO PINNACLE LANE USING HUDSON HILLS LANE AND ISLEWORTH LANE

WHEREAS, Pinnacle Lane was constructed by the developer of Crooked Tree Meadows Subdivision as part of the Subdivision as a public street to intersect Bethany Road as a temporary measure to give Crooked Tree and Crooked Tree Meadows' residents access to Bethany Road until such time as the adjoining property to the west, formerly known as the Gilbert property, developed and traffic could be rerouted onto a planned public Thoroughfare street network, as shown on Warren County's Thoroughfare Plan, through the said adjoining property to the west with a new street that would intersect Bethany Road opposite Melampy Creek Lane, which would allow for the closure of Pinnacle Lane at Bethany Road; and

WHEREAS, the said adjoining property to the west has been developed as Hudson Hills Subdivision and the planned public Thoroughfare street network has been constructed by the developer as shown on Warren County's Thoroughfare Plan with a new street, Hudson Hills Lane, intersecting Bethany Road opposite Melampy Creek Lane, allowing for the planned closure of Pinnacle Lane at Bethany Road, since said intersection is too close to the newly constructed intersection of Hudson Hills Lane/Melampy Creek Lane and Bethany Road; and

WHEREAS, upon the closure of Pinnacle Lane at Bethany Road, Pinnacle Lane traffic shall be rerouted through the new Hudson Hills Subdivision using the newly constructed streets of Hudson Hills Lane and Isleworth Lane back to Pinnacle Lane north of the road closure;

NOW THEREFORE BE IT RESOLVED, to close Pinnacle Lane at the Bethany Road intersection rerouting Pinnacle Lane traffic through the new Hudson Hills Subdivision back to Pinnacle Lane using Hudson Hills Lane and Isleworth Lane; and

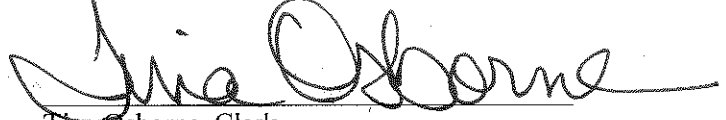
BE IT FURTHER RESOLVED, to post signs along Pinnacle Lane two weeks in advance of the road closure date, giving notice to the traveling public of the upcoming closure of Pinnacle Lane.

Mrs. Jones moved for adoption of the foregoing resolution being seconded by Mr. Grossmann. Upon call of the roll, the following vote resulted:

Mr. Young – absent
Mr. Grossmann – yea
Mrs. Jones – yea

Resolution adopted this 12th day of October 2017.

BOARD OF COUNTY COMMISSIONERS



Tina Osborne, Clerk

cc: Engineer (file)
Deerfield Township
Dispatch


GIS
Map Room
Sheriff's Office


B. McGary



ROAD CLOSURE

Pinnacle Lane to be closed permanently just north of Bethany Road with traffic being rerouted to Hudson Hills Lane and Isleworth Lane.

 CLOSURE JUST SOUTH OF ADDRESS 3874

 NEW ACCESS ROADWAY

Access to Bethany Road will be from the newly constructed Hudson Hills Lane.

For more information, visit:
www.WCEO.us, click 'Construction'
or call: (513) 695-3302

