

THE BOARD OF COUNTY COMMISSIONERS HELD AN INFORMAL REGULAR SESSION ON WEDNESDAY, OCTOBER 23, 2013, WITH COMMISSIONERS EDWIN H. HUMPHREY, DAVID H. UIBLE AND ROBERT L. PROUD IN ATTENDANCE.

ALSO IN ATTENDANCE WERE STEPHEN H. RABOLT, COUNTY ADMINISTRATOR, AND DEBORAH BRITTON, CLERMONT COUNTY COMMISSIONERS' OFFICE. ADDITIONAL ATTENDEES AT THE INFORMAL REGULAR SESSION ARE LISTED ON THE ATTACHED ATTENDANCE SHEET.

LET THE RECORD SHOW THAT THE OCTOBER 23, 2013 INFORMAL REGULAR SESSION WAS VIDEOTAPED AND IS AVAILABLE FOR PUBLIC INSPECTION MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 8:00 A.M. TO 4:30 P.M. LOCAL TIME. IN ADDITION, THE INFORMAL REGULAR SESSION IS AVAILABLE FOR PUBLIC VIEWING THROUGH THE COUNTY GOVERNMENT WEBSITE AT <http://www.clermontcountyohio.gov/videos-worksession.aspx>.

Informal Session began shortly before 11:15 a.m.

THE FOLLOWING ISSUES WERE PRESENTED FOR DISCUSSION:

1. Issue - 2014 Budget Appropriations Review...130531-001

Additional Attendees – Sukie Scheetz, Director, and Mary Rains, Budget Analyst for the Clermont County Office of Management and Budget, D. Vincent Faris, Clermont County Prosecuting Attorney, Linda Fraley, Clermont County Auditor, Chuck Tilbury, Clermont County Chief Deputy Auditor, Dr. Brian M. Treon, Clermont County Coroner, Margaret Jenkins, Director, The Ohio State University Clermont County Extension, Judy Miller, Director, Clermont County Board of Elections, R. Daniel Hannon, Director, Clermont County Public Defender's Office

Discussion – D. Vincent Faris, Clermont County Prosecuting Attorney provided a hand out regarding the Prosecuting Attorney's Office 2014 Budget Appropriation Request from the General Fund. The statistics provided show increases in all court filings from 2010 through 2013 YTD. Please see the attached handouts for additional details.

	2012	2013 YTD	2013 Projected	% Projected Increase over 2012
Muni Court Filings	28046	21946	29262	12.4%
CP Community Control Violations	1636	1541	2055	26.7%
Felony Cases Reviewed & Indicted	931	595	793	17.4%
Juvenile Court Children's Services Filings	128	188	230	79.7%
Juvenile Court Permanent Custody Filings	25	25	31	24%
CP Criminal Appeals	42	30	41	-2.4%

The Civil Division of the Prosecutor's Office is not listed, because there is no way to quantify the number of opinions they provide. Mr. Faris is very happy with the feedback he has received in regard to the Civil Division. The Board expressed their content and appreciation as well. Mr. Faris further explained his 2014 appropriation is \$27,468 over the target amount mainly in additional salary requests; in addition there is a request for approximately \$12,000 in other expenses due to a filing system that was implemented this year at Municipal Court.

Commissioner Humphrey noted that the statistics under Juvenile are frightening under abuse and neglect. Mr. Faris stated the increase is mainly heroin based, 60% to 70% of all felony indictments including burglary are due to heroin addiction. Mr. Faris noted that the increasing problem is showing up in the number of kids being removed from homes that cannot be returned due to parental issues. However, Mr. Faris also stated that in the next few years the residual effects on the children left behind by this epidemic may start to play out in our schools as well.

Mr. Faris described his intentions with regard to salary increases; these will be increases for certain individuals based on performance as well as incentive for some of the new hires to stay with the County. The rest of the overage from the targeted amount is for the maintenance of the filing system that was implemented in 2013 at Municipal Court.

Ms. Scheetz provided some discussion with regard to the budget request, \$10K of the overage is in supplies for the maintenance of the filing system and \$33,600 is for staffing salary changes for a total of \$43,600.

Recommendation to take a brief recess from Informal Work Session.

LET THE RECORD SHOW: The Board reconvened Informal Work Session shortly after 12:20 P.M.

Linda Fraley, Clermont County Auditor provided discussion with regard to the Auditor's appropriation request being approximately \$7K over the target amount due to the increased cost for weights and measures. Ms. Fraley noted that through a contract with the Brown County Auditors' Office there is an income stream attached to the weights and measures, and that in 2013 YTD Clermont County has received \$6,724. Ms. Fraley further noted that she believes this income will continue to cover the additional \$7K in 2014.

Ms. Fraley further stated that the other major difference in the appropriation request is due to consolidating audit costs. There was \$93,379 budgeted for the 2014 audit, Ms. Fraley feels that estimate would be more accurate at \$115K. These additional costs are only an estimation and were previously covered by water & sewer (W&S) and after the audit those numbers will be more accurate. Ms. Fraley also noted there is a difference in the appropriation request of \$8K in the Tax Map budget due to a previously vacated shared position which has been replaced using REA funds for which she is asking for the General Fund to again share this expense.

Ms. Scheetz stated that the Water & Sewer Department can pay for their portion of the audit costs directly as they have in the past out of the W&S funds. \$20K is budgeted for the W&S audit costs for 2014.

Dr. Treon, Clermont County Coroner provided a handout and discussion in regard to the Coroner, 2014 appropriation request of \$379K. Dr. Treon explained that the majority of the increase is due to paying for approximately 11 autopsies per month. Dr. Treon further explained that Clermont County is currently paying Hamilton County to perform our autopsies. Hamilton County increased the cost from \$1K to \$1,200 per autopsy, two years ago with this increase in price as well as the rise in the average number of autopsies being

performed he must request an appropriation increase.

Dr. Treon also noted the he would like to request capital improvement funds to replace the two transportation gurneys. These gurneys are outdated and one needs to be replaced due to the locking mechanism no longer works and is no longer in use. Dr. Treon would like to see them replaced with new mechanized models with motors at a cost of \$9K versus replacing it with the same type at a cost of \$3K. He believes that the initial cost of these gurneys will pay for themselves if the County is able to avoid even one workers comp claim. Commissioners' Humphrey and Proud agreed and Ms. Scheetz stated that she will include that request in the Capital plan for 2014.

Commissioner Uible asked if any of the Coroner's Office move is accounted for in this budget. Dr. Treon stated that those items are not included in his budget, and Ms. Scheetz stated that the move and renovations are included in the Capital budget.

Margaret Jenkins, The Ohio State University Extension Office provided handouts and discussion with regard to the 2014 budget as well as an update in regard to the changes that have taken place at OSU in the last year. The future of OSU classes will be under one of three discovery themes; be Health and Wellness, Food Production and Security, and Energy and Sustainability.

Ms. Jenkins stated that Clermont County funds three educators through OSU Extension including the following:

The Agricultural and Natural Resources Educator is funded to work in conjunction with the Soil & Water Conservation District with regard to the Conservation Innovation Grant to improve Clermont County soil through nutrient management practices.

A 4-H Youth Development Educator has been funded and has received a \$7K Grant to start the Look to Clermont Leadership Program which allows high school students to receive 300 level college credits while still attending high school. Ms. Jenkins also explained that the 4-H educator is also working with the local high schools on improving the Science, Technology, Engineering and Math (STEM) programs.

Ms. Jenkins is our Family and Consumer Science (FCS) Educator and has been working on Housing and Urban Development (HUD) certifications. Through the HUD program Ms. Jenkins has counseled 39 individuals through money management and personal finance programs to aid in purchasing homes on approximately \$3.5M YTD in 2013. Ms. Jenkins stated that she is not yet sure of the actual economic impact of this counseling but will do some additional research and return those numbers to the Board. Ms. Jenkins further explained that the OSU Extension office has also received a \$50K reimbursable Safe Communities Grant from the Ohio Department of Transportation.

Ms. Jenkins stated that the OSU Extension budget of \$201K has not fully funded their programs, they received federal grant monies to fund the remainder. Grants do however have requirements and Ms. Jenkins needs to be sure that OSU Extension is doing what the Board thinks is best for the County. Ms. Jenkins would like the Board to consider funding a fourth educator for the Extension office at a cost of about \$40K per year for Community Development.

Commissioner Humphrey stated that the Board thinks that the OSU Extension is on track and Commissioner Proud stated that there may be a time in the future that federal dollars may not be available so that needs to be taken into consideration.

Recommendation to take a brief recess from Informal Work Session.

LET THE RECORD SHOW: The Board reconvened Informal Work Session shortly before 1:00 P.M.

R. Daniel Hannon, Clermont County Public Defender gave discussion in regard to the 2014 budget. Mr. Hannon would like to see some salary budget changes made to his appropriations. Mr. Hannon noted that changes have been made in Common Pleas (CP) and Juvenile Court dockets already in 2013 and the Public Defender (PD) has had to adjust some staffing allocations.

At the beginning of 2013 there were eight part-time Assistant Public Defenders (PD's) in CP Court that number has been reduced to five. Mr. Hannon pointed out that with those changes he was able to fund additional staff for Juvenile Court and make salary adjustments to the remaining PD's for CP Court. Mr. Hannon also noted salary for the Prosecutor's Office Attorneys is about \$72K - \$94K as compared to \$40 - \$65K for the current PD Attorneys with the changes that were made this year.

Some significant changes have been made since Judge Shriver, became Juvenile Court Judge and added a docket. This required some changes to the Common Pleas PD by reducing some PD's there and adding Juvenile PD's to cover the additional docket as well as the requirement of PD's at additional hearings. PD's at Juvenile Court have also seen some significant increases in child support enforcement and contempt dockets.

Mr. Hannon further explained the increase in his 2014 request is to make sure that his four secretaries and the investigator are in line with the rest of the County such as the Courts, Clerk of Court and the Prosecutor. Mr. Hannon is requesting moving from a 35 hour work week to 37 ½ hrs. This will also allow the PD's office to stay open an additional ½ hour a day from 4:00 to 4:30, the changes in hours will increase costs approximately \$32K without benefits. Mr. Hannon stated the State Indigent Defense Fund reimbursement has been increased to from 35% to 40% in 2014 retroactive to July 1, 2013 (State of Ohio FY2014) which is approximately a \$50K increase to the County's budget from the current reimbursement rates. Mr. Hannon also noted that there is a bill pending in the State Senate for the Public Defender to be funded by the State at 100%.

Mr. Hannon would also like to see the PD's office moved to a different facility. The Public Defender's office would like a secured facility, one with a secure area for a waiting room something similar to the waiting area like in Probation, the Prosecutor's Office or the Courts.

Recommendation to take a brief recess from Informal Work Session.

LET THE RECORD SHOW: The Board reconvened Informal Work Session shortly before 1:15 P.M.

Judy Miller, Director of Board of Elections (BOE), stated that 2014 appropriation targets were based off of 2013 budget, and should have been based from 2012 actuals. Ms. Miller explained that on even number years there are two scheduled elections; a primary and a November general election. During odd number years, there is one election in November which is a Municipal Election. Ms. Miller also stated that per the Secretary of State they are expecting a 70% turn out in 2014, and there are some costs associated with elections that cannot be cut.

The cost of printing the ballots is expected to be more expensive as well. 132K voters was the previous number of registered voters and that number is now approximately 135K voters. The appropriate target showed a \$22K reduction per precinct, per election. Even though the number of precincts has been reduced, Ms. Miller is requesting the poll worker monies be left the same due to purchasing electronic poll books and training for those electronic poll books. The training is approximately 2 to 3 hours and the pay would be estimates at \$25 for each poll worker for that training. Ms. Miller explained that Election Systems and Software (ES&S) is the vendor for Clermont County Board of Elections voter registration and ballot tabulation/counting systems. Ms. Miller further explained that after demonstrations by several electronic poll book manufacturers the ES&S poll book is the one that interfaces best

with the ballot tabulation/counting Clermont County is currently using.

Ms. Miller stated that the BOE reduced its staff by one employee (IT personnel) in June 2012. They have been utilizing ES&S expertise when necessary for support services during elections for approximately \$38K annually. Ms. Miller is asking that the Board consider the possibility of funding the hiring of another person before the next presidential election. A new IT staff person is budgeted in the appropriation request for \$50K not including fringes.

Ms. Scheetz stated that the target appropriation for 2014 was based from the 2012 actuals. The 2014 appropriation request is \$100K over in other expenses from the target.

Ms. Miller stated the request for additional funding in other costs is due mainly to the printing costs, in 2014 printing two ballots at an increased rate of \$0.30 per ballot instead of \$0.25 per ballot is what the BOE is estimating.

BOE will be going out to bid for printing services this year. Ms. Miller stated that many of counties have gone to the touch screen voting machines. This has led to some of the costs of paper ballots printing increasing, and several of the companies who previously printed ballots going out of business. The 2014 request is based off of two full elections being held next year.

Ms. Miller also stated that there is a 3% overall salary increase in the appropriation request. She does not see the BOE Board approving such an increase if the Commissioners recommendation is to hold salaries at the 2013 rates.

Conclusion/Follow-Up Action Needed –

Ms. Scheetz and Mr. Rabolt should return to the Board with recommendations for 2014 Budget Appropriations in November.

Adjournment

Informal Regular Session was adjourned.

**BOARD OF COUNTY COMMISSIONERS
CLERMONT COUNTY, OHIO**

EDWIN H. HUMPHREY, PRESIDENT

DAVID H. UIBLE, VICE PRESIDENT

ROBERT L. PROUD, MEMBER

STEPHEN H. RABOLT, COUNTY ADMINISTRATOR

12/04/13
DATE APPROVED