

REGULAR SESSION

TUESDAY

JUNE 5, 2012

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Gary W. Bauer, Joe Hintz, Larry J. Silcox.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the May 29, 2012 meeting(s) were presented to the Board. Larry J. Silcox made the motion to waive the reading of the minutes of the May 29, 2012 meeting(s) and approve as presented. Joe Hintz seconded the motion. Voting was as follows:

Aye – Gary W. Bauer

Aye – Joe Hintz

Aye –Larry J. Silcox

12-161

IN THE MATTER OF CERTIFYING CLAIMS SCHEDULES TO THE HURON COUNTY AUDITOR FOR PAYMENT:

Joe Hintz moved the adoption of the following resolution:

WHEREAS, as per Ohio Revised Code 305.10, a resolution must be made by the Board of Huron County Commissioners to accompany the Claims Schedule to the Huron County Auditor’s Office for payment; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners does hereby approve Claim Schedule C 12-21 authorize the Huron County Auditor to make the necessary warrants; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Larry J. Silcox seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer

Aye – Joe Hintz

Aye –Larry J. Silcox

CLAIM SCHEDULE

Page: 1

Batch Number: 21

Date:

Reference:

I hereby certify that there are sufficient funds in the Various Appropriation Codes to cover the payment of the following claims.

Refered to by Auditor

We hereby approve for payment by the County Auditor the following vouchers as itemized below.

County Commissioners

Vendor	Amount	PO/Line	Warrant	Account
001-001 COUNTY COMMISSIONERS				
CCAO SERVICE CORPORATION	75.00	32996/1	000000	00300
SUMMER SEMINAR				
001-001 COUNTY COMMISSIONERS	75.00	** Total *		
001-014 JUVENILE C PROBATION				
NATHAN PERANI	676.00	32628/1	000000	00475
MILEAGE REIMB				
001-014 JUVENILE C PROBATION	676.00	** Total *		
001-016 PROBATE COURT				
ROSSCH ASSOCIATES INC	14.00	32630/1	000000	00175
FILE CABINET KEY INV A 81746				
MARY S GREEN	140.00	32635/1	000000	00475
DEAF INTERPRETING SERVICES INV	54.00	32635/1	000000	00475
WILLARD POLICE DEPARTMENT	53.00	32635/1	000000	00475
MENTAL ILLNESS TRANSPORT				
001-016 PROBATE COURT	207.00	** Total *		
001-017 CLERK OF COURTS				
4IMPRINT INC	111.72	33229/1	000000	00175
DOCU PORTFOLIO INV 2423673				
001-017 CLERK OF COURTS	111.72	** Total *		

CLAIM SCHEDULE

Page: 2

Batch Number: 21

Date: 06/06/2012

Reference:

Vendor	Amount	PO/Line	Warrant	Account
001-018 CORONER				
FUNERAL DIRECTOR SERVICES	145.00	33110/1	000000	00525
BODY TRANSPORT INV 6863				
LUCAS COUNTY CORONER	729.22	33110/1	000000	00525
LAB FEES,SUPPLIES INV 4114,4119,4130,4157				
001-018 CORONER	874.22	** Total *		
001-019 POLICE & MUNY COURTS				
NORWALK MUNICIPAL COURT	131.01	32942/1	000000	00554
WITNESSES OR JURORS				
001-019 POLICE & MUNY COURTS	131.01	** Total *		
001-022 BLDG & G-M & OPERATI				
NEW HAVEN SUPPLY CO INC	185.45	32944/1	000000	00175
LAMPS,CLAMPS, ETC				
SHERWIN WILLIAMS CORP	208.38	32944/1	000000	00175
PAINT ROLLER INV 9631-3				
TRACTOR SUPPLY	244.83	32944/1	000000	00175
WEED KILLER, OIL 6035301200102182				
SHEARER EQUIPMENT	51.61	32944/1	000000	00175
FILTER & OIL INV 106094				
MOTO ELECTRIC INC	33.90	32947/1	000000	00275
CAPACITORS INV 31781				
WADSWORTH SLANSON INC	1,169.00	32948/2	000000	00280
BOILER SERVICE INV 5034				
TIMOTHY BETTAC	25.00	32949/1	000000	00475
CELL PHONE REIMB				
JEFFREY DIESEL	25.00	32949/1	000000	00475
CELL PHONE REIMB				
001-022 BLDG & G-M & OPERATI	1,943.17	** Total *		
001-024 RECORDER				
SHIPLEYS OFFICE SUPPLY INC	8.79	33021/1	000000	00175
ENVELOPES INV 0178619-001				
SALT PORK LODGE &	178.00	33026/1	000000	00475
LODGING FOR RECORDERS SEMINAR				
001-024 RECORDER	186.79	** Total *		
001-026 DISASTER SERVICE				

REGULAR SESSION

TUESDAY

JUNE 5, 2012

CLAIM SCHEDULE					Page:
Batch Number: 21					3
Date: 06/06/2012					
Reference:					
Vendor	Amount	PO/Line	Warrant	Account	
HURON COUNTY TREASURER SALARY FUND 177 2012	58,795.00	33198/1	000000	00475	
001-026 DISASTER SERVICE	58,795.00	* * Total * *			
001-027 PUBLIC DEFENDER COMM					
POSTMASTER NORKALK STAMPS	135.00	33030/1	000000	00175	
001-027 PUBLIC DEFENDER COMM	135.00	* * Total * *			
001-031 CHILDRENS SERVICE					
HURON COUNTY JOB & FAMILY S XFER 031 TO 145-JUNE 2012	36,363.64	32730/1	000000	00525	
001-031 CHILDRENS SERVICE	36,363.64	* * Total * *			
001-040 MISCELLANEOUS					
REESE WINEMAN ATTORNEY AT L INDIGENT/CR20111094	502.50	32963/2	000000	00570	
MICHAEL L. SUBETT NMC VISITING JUDGE 05/23/12	209.40	32964/1	000000	00571	
001-040 MISCELLANEOUS	711.90	* * Total * *			
001 GENERAL FUND	100,210.45	* * Total * *			
115 PUBLIC ASSISTANCE					
115-115 ADM. & OPERATION					
HURON COUNTY TREASURER BOND PAYMENT-JUNE 2012	8,781.25	32746/1	000000	00270	
FRONTIER FIRE/BURGLAR;ACCT#:41966303470509085	93.45	32741/1	000000	00350	
FRONTIER HVA;ACCT#:41666006270401085	46.26	32741/1	000000	00350	
OHIO TELCOM INC TOLL FREE CALLS-FEB/APR 2012	228.24	32741/1	000000	00350	
VERIZON WIRELESS CELL PHONE;ACCT#:585485171-00001	145.96	32741/1	000000	00350	
THE BELLEVUE HOSPITAL IDA-MEI TESTING RABANNE MAIL	2,821.00	32738/1	000000	00475	
BUCKEYE MEDICAL INC IDA MEDICAL RECORDS-VICOTIRA O	83.00	32738/1	000000	00475	

CLAIM SCHEDULE					Page:
Batch Number: 21					4
Date: 06/06/2012					
Reference:					
Vendor	Amount	PO/Line	Warrant	Account	
FISHER-TITUS MEDICAL CENTER DRUG TESTING-JOB/NEW HIRE	129.00	32738/1	000000	00475	
FUELMAN FUEL-WFD	38.41	32738/1	000000	00475	
GREAT AMERICA LEASING CORP PHONE SYSTEM-INS JUNE 2012	58.84	32738/1	000000	00475	
HURON COUNTY COMMISSIONERS INDIRECT COSTS-JUNE 2012	5,082.42	32738/1	000000	00475	
RS BUSINESS MACHINES INC USS HUL-7 PORT	28.44	32738/1	000000	00475	
PITNEY BOWES INC POSTAGE INK-BLACK	101.98	32738/1	000000	00475	
115-115 ADM. & OPERATION	17,638.25	* * Total * *			
115-116 SOCIAL SERVICES					
VERIZON WIRELESS CELL PHONE;ACCT#:585485171-00001	190.79	32740/1	000000	00350	
FUELMAN FUEL-PCSA	287.36	32742/1	000000	00475	
HURON COUNTY COMMISSIONERS INDIRECT COSTS-JUNE 2012	1,626.75	32742/1	000000	00475	
HURON COUNTY HEALTH DEPT BIRTH CERTIFICATE-FAITH GONZALEZ	50.00	32742/1	000000	00475	
115-116 SOCIAL SERVICES	2,154.90	* * Total * *			
115 PUBLIC ASSISTANCE	19,793.15	* * Total * *			
117 CHILD SUPPORT ENFORC					
117-117 CHILD SUPPORT ENFORC					
OHIO CHLD SUPPORT DIRECTOR QTRLY ATTY MTO-H.CARMEN	35.00	32754/1	000000	00300	
117-117 CHILD SUPPORT ENFORC	35.00	* * Total * *			
117 CHILD SUPPORT ENFORC	35.00	* * Total * *			
123 WIA					
123-123 WIA					
STEP BY STEP EMPLOYMENT & TRAINING-PERSONAL ADJ-J PETERSON	570.00	32724/1	000000	00280	
JULIE PETERSON WEP-OSY WEBS 5/4-5/18/12	250.00	32724/1	000000	00280	

CLAIM SCHEDULE					Page:
Batch Number: 21					5
Date: 06/06/2012					
Reference:					
Vendor	Amount	PO/Line	Warrant	Account	
123-123 WIA	820.00	* * Total * *			
123 WIA	820.00	* * Total * *			
125 AUTO TAX					
125-125 AUTO TAX - OFFICE					
MAILROOM FINANCE INC POSTAGE FOR POSTAGE MACHINE COUNTY ENGINEERS ASSOC OF O	200.00	32793/1	000000	00175	
2010 HANNAH REPORT OHIO EDISON	100.00	32820/1	000000	00475	
ELECTRIC DERUSSEY OUTPOST;ACCT#:110049988758	75.94	32806/1	000000	00475	
NEW HAVEN SUPPLY CO INC FILL VALVE, HOLE SAW, BOX, SWITCH, NIPPLE	27.69	32820/1	000000	00475	
P & R HARDWARE INC SPONGE, BATTERY, BUG REPELLANT	38.28	32820/1	000000	00475	
WEST PUBLISHING CORPORATION CIVIL SERVICE & COLLECTIVE BARGAINING LAWS	240.80	32820/1	000000	00475	
125-125 AUTO TAX - OFFICE	682.71	* * Total * *			
125-126 AUTO TAX - ROADS					
ADVANCED DRAINAGE SYSTEMS I 6,8,10 & 12 INCH PIPE	8,624.05	33169/1	000000	00210	
FIRELANDS SUPPLY CO SHED,FERTILIZER & SIGN POSTS	3,289.00	33169/1	000000	00210	
NEW HAVEN SUPPLY CO INC FILL VALVE, HOLE SAW, BOX, SWITCH, NIPPLE	23.95	32826/1	000000	00475	
PARTS DISTRIBUTORS INC KIT, CAPT,RAGS, AIR FITTINGS	127.62	32826/1	000000	00475	
W J BOLT & NUT SALES INC NUTS & BOLTS	457.50	32826/1	000000	00475	
125-126 AUTO TAX - ROADS	12,522.12	* * Total * *			
125-127 AUTO TAX - BRIDGES					
FIRELANDS SUPPLY CO SHED,FERTILIZER & SIGN POSTS	169.50	32827/1	000000	00210	
P & R HARDWARE INC SPONGE, BATTERY, BUG REPELLANT	7.18	32829/1	000000	00475	
125-127 AUTO TAX - BRIDGES	176.68	* * Total * *			

CLAIM SCHEDULE					Page:
Batch Number: 21					6
Date: 06/06/2012					
Reference:					
Vendor	Amount	PO/Line	Warrant	Account	
125 AUTO TAX	13,381.51	* * Total * *			
131 RECORDERS EQUIPMENT					
131-131 RECORDERS EQUIPMENT					
SC STRATEGIC SOLUTIONS LLC ANNUAL MAINT INV 35767	750.00	33211/1	000000	00200	
US BANK EQUIPMENT FINANCE RICOH 3035SFP INV 2034444039	247.92	33209/1	000000	00200	
MT BUSINESS TECHNOLOGIES IN RICOH 3035 CNINI49590M, CNINI56232M	35.87	33209/1	000000	00200	
MT BUSINESS TECHNOLOGIES IN RICOH 3035 CNINI49590M, CNINI56232M	159.21	33211/1	000000	00200	
MT BUSINESS TECHNOLOGIES IN RICOH 3035 CNINI49590M, CNINI56232M	107.85	33211/1	000000	00200	
131-131 RECORDERS EQUIPMENT	1,299.85	* * Total * *			
131 RECORDERS EQUIPMENT	1,299.85	* * Total * *			
132 CLERK OF COURTS - TI					
132-132 CLERK OF COURTS - TI					
ADVANCED COMPUTER BUSINESS WIRELESS INV 257999	30.00	32717/1	000000	00275	
132-132 CLERK OF COURTS - TI	30.00	* * Total * *			
132 CLERK OF COURTS - TI	30.00	* * Total * *			
134 CLERK OF COURT COMPU					
134-134 CLERK OF COURT COMPU					
CLAUDIA L GARNER APRIL & MAY UPDATES INV 809	50.00	32720/1	000000	00260	
134-134 CLERK OF COURT COMPU	50.00	* * Total * *			
134 CLERK OF COURT COMPU	50.00	* * Total * *			
145 CHILDREN'S SERVICE F					
145-145 CHILDREN'S SERVICE F					
JERRY R BAUGHMAN SAM SUBSIDIES JUNE 2012	100.00	32723/1	000000	00150	

CLAIM SCHEDULE					Page:
Batch Number: 21					7
Date: 06/06/2012					
Reference:					
Vendor	Amount	PO/Line	Warrant	Account	
ROBERT A BORES SAM SUBSIDIES JUNE 2012	350.00	32723/1	000000	00150	
JUDY & MARK RICE SAM SUBSIDIES JUNE 2012	100.00	32723/1	000000	00150	
MICHAEL OGDON GLE SAM SUBSIDIES JUNE 2012	50.00	32723/1	000000	00150	
SANDRA K BELL AA SUBSIDIES JUNE 2012	211.51	32723/1	000000	00150	
BRYAN BLOWKER AA SUBSIDIES JUNE 2012	130.85	32723/1	000000	00150	
ROBERT A BORES AA SUBSIDIES JUNE 2012	125.47	32723/1	000000	00150	
TINA COURTIAD AA SUBSIDIES JUNE 2012	71.70	32723/1	000000	00150	
MAURA GEORGE AA SUBSIDIES JUNE 2012	82.45	32723/1	000000	00150	
WILLIAM D KOPAS JR AA SUBSIDIES JUNE 2012	107.53	32723/1	000000	00150	
DAN & AMY MATHEWS AA SUBSIDIES JUNE 2012	448.10	32723/1	000000	00150	
MONICA D MCCLISH AA SUBSIDIES JUNE 2012	35.85	32723/1	000000	00150	
CRAIG & DEANNA MOORE AA SUBSIDIES JUNE 2012	197.17	32723/1	000000	00150	
CHERYL SCHROCK AA SUBSIDIES JUNE 2012	233.02	32723/1	000000	00150	
TOM & MICHELLE SHAGGS AA SUBSIDIES JUNE 2012	89.62	32723/1	000000	00150	
KEN SMITH AA SUBSIDIES JUNE 2012	179.25	32723/1	000000	00150	
NANCY ST CLAIR AA SUBSIDIES JUNE 2012	71.70	32723/1	000000	00150	
OHIO EDISON ES&A-S MILLER-UTILITIES	190.00	32723/1	000000	00150	
SELMA FURRY ROOM & BOARD-J SMITH-JUNE 2012	500.00	32723/1	000000	00150	
CANDY KEAUSE ES&A-T HOWARD-DAYCARE	134.31	32723/1	000000	00150	
145-145 CHILDREN'S SERVICE F	3,408.53	* * Total * *			
145 CHILDREN'S SERVICE F	3,408.53	* * Total * *			
185 911					
185-185 911					
FRONTIER MONTHLY 911 WIRELESS TARIFF;ACCT#:419668024821219065	784.52	32930/1	000000	00526	

CLAIM SCHEDULE					Page: 8
Batch Number: 21		Date: 06/06/2012		Reference:	
Vendor	Amount	PO/Line	Warrant	Account	

185-185 911	784.52	* * Total	* *		
185 911	784.52	* * Total	* *		
190 COMPREHENSIVE HOUSIN					
190-190 COMPREHENSIVE HOUSIN					
FIRELANDS ELECTRIC CO-OP IN S WRIGHT/ACCT 575314	511.01	32976/1	000000	00526	
190-190 COMPREHENSIVE HOUSIN	511.01	* * Total	* *		
190 COMPREHENSIVE HOUSIN	511.01	* * Total	* *		
625 CHILDREN'S TRUST FUN					
625-625 CHILDREN'S TRUST FUN					
SOUTH CENTRAL SCHOOL DISTRI CHILDRENS TRUST-ADMIN 7/1/11-6	1,060.00	32755/1	000000	00475	
HURON COUNTY JOB & FAMILY S CHILDRENS TRUST-CALENDARS	1,000.00	32755/1	000000	00475	
625-625 CHILDREN'S TRUST FUN	2,060.00	* * Total	* *		
625 CHILDREN'S TRUST FUN	2,060.00	* * Total	* *		
*** End of Report ***					

REGULAR SESSION

TUESDAY

JUNE 5, 2012


ACCOUNTING DEPT.
(419) 688-8468

DATA PROCESSING
(419) 682-7088

LICENSING BUREAU/CLERK
PUBLIC & JURY COMINGS
(419) 688-8088
FOR INFO: 688-8333

MAP DEPARTMENT
(419) 688-2021

ROLAND TKACH
HURON COUNTY AUDITOR



12 EAST MAIN STREET
NORWALK, OHIO 44857-1545
(419) 688-8299

SUITE 300

MOBILE HOMES
(419) 688-8843

PERSONAL PROPERTY
(419) 688-8804

REAL ESTATE TAXATION
(419) 688-8444

WEIGHTS AND MEASURES
(419) 688-8284
FAX (419) 682-6948

HURON COUNTY CLAIM SCHEDULE APPROVAL

COPY

To the Huron County Auditor's Accounting Department

Please check which one applies:

☒ Everything on the claim schedule has been approved by the Huron County Commissioners and all warrants are to be released.

☐ The following have NOT been approved by the Huron County Commissioners and should be held until further advised.

Hold the following:

Dollar Amount	Vendor
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

At 9:30 a.m. No Public Comment.

12-162

IN THE MATTER OF AGREEMENT BY AND BETWEEN HURON COUNTY COMMISSIONER THROUGH THE HURON COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES (hereinafter referred to as the “DEPARTMENT”) AND CHRISTIE LANE INDUSTRIES, 306 SOUTH NORWALK ROAD WEST, NORWALK, OHIO 44857 (PROVIDER)

Larry J. Silcox moved the adoption of the following resolution:

WHEREAS, Department has agreed to contract for the provisions of services for provisions of services for Work Experience Opportunity services; and

WHEREAS, Provider desires to provide these services, and Provider agrees to provide qualifications and certifications as required prior to services rendered; and

WHEREAS, the Department and Provider have agreed to the training and/or services that Provider will furnish and the compensation the Department will pay Provider for said training and/or services; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves of the agreement with Christie Lane Industries as attached hereto and incorporated herein; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio, relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye –Larry J. Silcox

- Agreement on file.

IN THE MATTER OF APPROVING RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Joe Hintz moved the adoption of the following resolution:

WHEREAS, an anti-displacement and relocation assistance plan is required by all grantees prior to funding, whether or not demolition activities are planned; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners approves the residential anti-displacement and relocation assistance plan as attached hereto and incorporated herein; and further

BE IT RESOLVED, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio, relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Larry J. Silcox seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye –Larry J. Silcox

OHCP Acq/Relo Form 1

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

An Anti-Displacement and Relocation Assistance Plan is required by all grantees prior to funding, whether or not demolition activities are planned. If you have not previously executed a plan, attach this form as a minimum to your application. If you have previously executed a plan, you may submit an amended copy of that plan in lieu of completing this form if your activities include demolition or conversion; you will need to get clearance from OHCP prior to proceeding with any demolition or conversion. ATTACH INFORMATION REQUESTED IN THE FORM TO THE PLAN.

Ordinance or Resolution Number and Date:

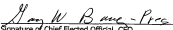
Huron County (Community) will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than low- and moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in 24 CFR 576.486. HUD regulations have extended this requirement to the HOME program as well.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in demolition or conversion, Huron County (Community) will make public and submit to the Office of Housing and Community Partnerships (OHCP) the following information in writing:

- A description of the proposed assisted activity;
- The location of each site on a map and the number of dwelling units by bedroom size that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
- A time schedule for the commencement and completion of the demolition or conversion;
- The general location on a map and approximate number of dwelling units by bedroom size that will be provided as replacement dwelling units;
- The source of funding and a time schedule for the provision of replacement dwelling units;
- The basis for concluding that each replacement dwelling unit will remain a low- and moderate-income unit for at least 10 years for the date of initial occupancy;
- An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not; and
- An analysis determining whether a dwelling unit proposed to be demolished or converted is considered a low- and moderate-income unit.

Huron County (Community) will provide relocation assistance, as described in 24 CFR 576.488, to each low- and moderate-income household displaced by the demolition of housing or conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives under the Act, Huron County (Community) agrees to provide substantial levels of assistance to persons displaced by HUD-assisted programs and will further seek to minimize displacement of persons as a result of assisted activities.


Signature of Chief Executive Officer, CEO

Gary W. Bauer, President

Typed Name and Title of CEO

JUNE 2012

1

IN THE MATTER OF PROCLAMATION

WHEREAS, high school athletic programs throughout the Huron County Schools do much to promote our youth; and

WHEREAS, such programs have produced championship teams and individuals in which all residents of the county may take much pride; and

WHEREAS, these teams and individual achievements shall not go unheralded in the public eye;and

WHEREAS, the Huron County Commissioners do desire to recognize several area student athletes for their achievements at the state track & field level of competition:

REGULAR SESSION **TUESDAY** **JUNE 5, 2012**
NOW THEREFORE BE IT RESOLVED; that the Board of Huron County Commissioners hereby honors and commends the state track & field participants as listed below:

JUNE 5, 2012

NOW THEREFORE BE IT RESOLVED; that the Board of Huron County Commissioners hereby honors and commends the state track & field participants as listed below:

DIVISION II		
Western Reserve	Carli Patrick	400 8 th place
Willard	Colton Roberts	Discus qualifier
	Chris Hillis	1600 qualifier
DIVISION III		
New London	Jon Albaugh	3200 7 th place
	Andrew Hopkins	High Jump qualifier
St Paul (boys)	Tim Thomas Mike Dankelson Gabe Dauch Jack Fisher	4x800 relay qualifier
	Anthony Ghazoul C.J. Livengood Connor Smith Michael Griffin	4x200 relay qualifier
	Connor Smith C.J. Livengood Michael Griffin Gabe Dauch	4x400 relay qualifier
St Paul (girls)	Olivia Livengood Maddie Meyer Bella Stoll Lydia Ott	4x100 relay qualifier 4x 200 relay qualifier

for their achievements and wish them the very best of luck in all their future endeavors;

IN WITNESS WHEREOF

We have hereunto subscribed our names this 5th day of June in the year of our Lord, Two Thousand Twelve.

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HURON COUNTY COMMISSIONERS

Gary W. Bauer, Joe Hintz, Larry J. Silcox

IN THE MATTER OF REQUEST FOR LEAVE

Peter Welch/SWMD/sick/12:00 noon – 3:30 p.m. June 4, 2012.

Vickie Ziemba/Commissioners/vacation/8:00 a.m. -4:30 p.m. June 5, 2012/personal time/10:30 a.m.

12:00 noon June 8, 2012/vacation/8:00 a.m. – 4:30 p.m. June 11, 2012/personal time/10:30 a.m. – 12:00 noon June 14, 2012/vacation 8:00 a.m. July 23, 2012 – 4:30 p.m. July 30, 2012.

Cheryl Nolan/Commissioners/personal time 8:00 a.m. – 4:30 p.m. June 15, 2012 /sick/8:00 a.m. June 18, 2012 – 4:30 p.m. June 20, 2012.

Steve Minor/Buildings & Grounds/sick/6:00 a.m. – 2:00 p.m. May 21, 2012/vacation/6:00 a.m. – 2:00 p.m. June 15, 2012.

Lon Burton/Mechanic/vacation/7:00 a.m. – 3:30 p.m. June 1, 2012.

Jason Roblin/EMA/personal time/8:00 a.m. – 4:30 p.m. June 1, 2012.

Sue Bommer/HR/Loss Control/sick/4:00 p.m. – 5:00 p.m. May 29, 2012.

Al Timbs/Buildings and Grounds/sick bereavement/8:00 a.m. – 12:00 noon June 1, 2012/sick bereavement/ 8:00 a.m. – 12:30 p.m. May 25, 2012.

Darwin Pesnell/Buildings & Grounds/personal time/8:00 a.m. – 4:30 p.m. June 14, 2012/vacation/8:00 a.m. July 2, 2012 – 4:30 p.m. July 3, 2012.

SIGNINGS

Letter of support for Help Me Grow

This letter is to express our support of the staff of Huron County’s Help Me Grow Program as they seek to provide ongoing support to children and their families through continued home visiting.

We agree that home visiting is one of the best strategies for outreach to families, and also a more thorough and comprehensive assessment of children can be accomplished when they are visited in their home environment.

Help Me Grow is a critical partner in the care and protection of young children in this community. The support they provide in helping to identify and assess children who are at risk of having developmental issues and assisting families with accessing other community resources is invaluable.

Sincerely,

THE BOARD OF HURON COUNTY COMMISSIONERS
Gary W. Bauer, Joe Hintz, Larry J. Silcox

3.6 Certifications

Certification #1
I hereby certify that the data in this application is true and correct and that this document has been authorized by the governing body of the applicant organization.

Certification #2
I certify that this application meets all the requirements of the Victims of Crime Act and/or the State Victims Assistance Act, as applicable, and the implementing guidelines and as the applicant will comply with the provisions of the acts and all applicable laws.

Certification#3
I, the undersigned (authorized official signing for the applicant organization), certify, to the best of my knowledge and belief, that the applicant, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.
- b. Have not, within the preceding three years, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract under a public transaction or contract under a federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- c. Have not, within a 3-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract under a public transaction or contract under a federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- d. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification.
- e. Have not, within a 3-year period preceding this application/proposal, had one or more public transactions (federal, state, or local) terminated for cause or default.

Should the applicant not be able to provide these certifications, an explanation as to why should be placed after the assurances page in the application package.

The applicant agrees by submitting this proposal that it will include, without modification, the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions" in all lower tier covered transactions (i.e., transactions contracts) and in all solicitations for lower tier covered transactions in accordance with 45 CFR Part 76.

Further, the applicant recognizes that recipients and sub-recipients of federal grants have been awarded funds to carry out the goals and objectives identified in the grant.

These funds are subject to certain regulations, oversight, and audit. In addition, the applicant acknowledges that:

- Grant recipients and sub-recipients are stewards of federal funds.
- Grant dollars must be used for their intended purpose.
- Sub-recipients must account for cost and justify expenditures (proper accounting and documentation).
- Using grant funds for unjust enrichment, personal gain, or other than intended use is a form of theft, subject to criminal and civil prosecution under the laws of the United States.

Federal grant dollars are susceptible to several forms of financial theft, most commonly in the form of specific federal violations, including: Embezzlement, Theft or Bribery concerning programs receiving federal funds, False Statements, False Claims, Mail Fraud and Wire Fraud. Each of these violations of law are subject to criminal prosecution, fines, restitution, and civil penalties.

Suspected grant fraud or abuse should be reported to the Ohio Attorney General's office or the United States Inspector General. Reports can be made in a confidential manner. The Ohio Attorney General's Crime Victim Services Section requires that all sub-recipients post the "Grant Fraud Reporting Contacts Poster" in a public place where all employees have access to contact information.

DULY AUTHORIZED OFFICIAL(S)'S NAME AND TITLE

Name: Gary W. Bauer Title: Commission President
Signature: Gary W. Bauer Date: 6/5/12

Name: Russell V. Leffler Title: County Prosecutor
Signature: _____ Date: _____

3.7 Assurances

The applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87, E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements - 28 CFR Part 43, Common Rule, that govern the application, acceptance and use of federal funds for this federally-assisted project. Also, the applicant assures and certifies that it will:

1. Recognize that recipients and sub-recipients of federal grants have been awarded funds to carry out the goals and objectives identified in the grant. These funds are subject to certain regulations, oversight, and audit. In addition, the applicant acknowledges that grant recipients and sub-recipients are stewards of federal funds.
2. Possess the legal authority to apply for the grant, that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
3. Comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. 5544) which provides for fair and equitable treatment of persons displaced as a result of federal and federally-assisted programs.
4. Comply with provisions of federal law which limit certain political activities of employees of a state or local unit of government whose principal employment is in connection with an activity financed in whole or in part by federal grants. (5 USC 1501, et seq.) The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of CVS and the OJP.
5. Comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
6. Establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
7. Give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.
8. Ensure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. Comply with the flood insurance purchase requirements of Section 102 (a) of the Flood Disaster Protection Act of 1973, Public Law 93-204, 87 Stat. 975, approved December 31, 1976. Section 102 (a) requires, on and after March 2, 1975, the

- purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.
10. Assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1964 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
 11. Comply and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C,D,E, and G, and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
 12. The Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate, the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
 13. Comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure, Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Non-discrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures, and Federal laws or regulations applicable to Federal assistance programs.
 14. Forward a copy of any findings of discrimination made by a Federal or State court or Federal or State administrative agency after a due process hearing to the U.S. Office of Civil Rights Compliance and CVS.
 15. Use appropriate accounting, auditing, and monitoring procedures and maintain records to assure fiscal control, proper management, and efficient disbursement of VOCA/SVAA funds. The recipient agrees to track, account for, and report on all funds from this award separately from all other funds, including each other as well as VOCA Recovery funds (if awarded). The accounting systems of the recipient must ensure that funds from this award are not commingled with funds from any other sources. Further, all personnel, as well as volunteers, whose activities are to be charged to the grant will maintain appropriate timesheets to document hours worked for activities related to this grant and non-grant related activities.

16. Provide an assurance that the program does not have an outstanding debt with any state or federal entity.
17. Submit an annual performance report documenting the activities supported by grant funds, and an assessment of the impact of the grant funds.
18. Provide an assurance that funds granted under this application will not be used to supplant federal, state, or local funds, which would otherwise be available to the office of victim assistance program through any other source. Grantees must use federal funds to supplement existing state and local funds for program activities and must not replace (supplant) state or local funds that they have appropriated or allocated for the same purpose. Potential supplanting will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under a grant, and civil and/or criminal penalties.
19. Provide the name of a civil rights contact person who has lead responsibility for ensuring that all applicable civil rights requirements are met. The person shall act as a liaison in civil rights matters with the U.S. Office of Civil Rights Compliance.
20. Provide an Equal Employment Opportunity Plan if required to maintain one.
21. Provide an assurance that the program will comply with all applicable nondiscrimination requirements.
22. Provide an assurance that, in the event a federal or state court or federal or state administration agency makes a finding of discrimination after a due process hearing, on the grounds of race, color, religion, national origin, sex, age, or handicap against the program, the program will forward a copy of the finding to the U.S. Office of Civil Rights Compliance.
23. Comply with all applicable provisions of VOCA and SVAA guidelines, and ensure proper accounting and auditing procedures will be used, that records are maintained to assure fiscal control, and that victim assistance funds will be managed properly and efficiently.
24. Acknowledge that grant dollars must be used for their intended purpose and using grant funds for unjust enrichment, personal gain, or for other than their intended use is a form of theft, subject to criminal and civil prosecution under the laws of the United States, and the applicant will post a "Grant Fraud Reporting Contact Poster" in a public place where all employees have access to contact information.

VOCA Only

1. Ensure compliance with all federal laws and regulations applicable to federal assistance programs and with the provisions of title 28 Code of Federal Regulations (CFR) applicable to grants. The "Application for Victims Assistance Fund" states these assurances and requires the signature of the authorized official who is requesting funding.
2. Comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq) which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.

DULY AUTHORIZED OFFICIAL'S NAME AND TITLE
Name: GARY W. BAUER Title: Commission President
Signature: [Signature] Date: 6/6/12
Name: Russell V. Leffler Title: County Prosecutor
Signature: _____ Date: _____

receipt/verification of monthly financial reports (due by the 15th of each month). Payments will then be made to the agency after expenses have been deducted from the amount of the initial payment and any cash on hand. This process will continue throughout the grant cycle. SVAA funds are disbursed quarterly in advance.

1.3 Eligibility

In order to be eligible for VOCA or SVAA financial aid, a victim assistance program must be operated by either a public agency or a private nonprofit organization, and direct service to individual victims of crime must be a core component of the organization's mission and operations. This includes organizations such as rape crisis centers, domestic violence shelters, child abuse treatment facilities, and community-based victim service organizations. Serving crime victims need not be an organization's sole purpose, however. Some eligible organizations for which service to victims is only a part of the mission may be:

- Criminal justice agencies. Law enforcement, prosecutor's offices, courts, and probation and pardoning authorities, among others, are eligible to receive funding. (Federal agencies are not eligible.) Grants made to law enforcement agencies must be used for direct service to victims. Normal law enforcement activities may not be funded.
- Religiously-affiliated organizations. These must ensure that services are offered to all victims regardless of religious affiliation and that the receipt of services is not contingent upon participation in a religious activity or event.
- Hospitals and emergency medical facilities that offer crisis counseling, support groups, and/or other types of direct, immediate victim services. (In-patient treatment facilities are not eligible.)
- Others. State and local public agencies such as mental health services organizations, state grantees, legal services agencies, and public housing authorities that have components specifically designed to serve crime victims.

1.3.1 General Eligibility Provisions

In addition to the statutory provisions of the Victims of Crime Act, these general program provisions have been prepared by the Federal Office for Victims of Crime and CVS. Eligible victim service providers should review this section carefully in order to assure program compliance.

1. The organization must utilize volunteers in providing services unless compelling reasons exist not to. Compelling reasons may include statutory or contractual provisions concerning liability or confidentiality of caller/victim information or the inability to recruit volunteers (after a sustained and aggressive effort), and a waiver must be obtained from CVS.
2. The organization must provide services to victims of federal crimes in the same manner as to victims of state or local crimes.
3. The organization must cooperate with other victim service providers in the community and promote that coordination.
4. The organization must assist victims in seeking Victims of Crime Compensation benefits, including maintaining a supply of Compensation brochures and applications, establishing procedures to identify clients who may be eligible for Compensation, ensuring that all VOCA-funded staff are familiar with the Compensation program, and assisting clients with the application process. The organization must also provide further services beyond compensation assistance and referral.

more of the three priority categories of victims. An additional 10% of each VOCA grant will be allocated to victims of violent crime [other than "priority" category victims] who were previously "underserved." These underserved victims may include, but are not limited to, victims of violent federal crimes, survivors of homicide victims, or victims of assault, robbery, gang violence, hate crimes, intoxicated drivers, and elder abuse.

SVAA

Pursuant to section 109.21 of the Ohio Revised Code, financial aid to crime victim assistance programs shall be based upon the following priorities:

- Programs in existence on July 1, 1985 shall be given first priority.
- Programs established after July 1, 1985 or new programs proposing to offer the broader range of services and referrals to the community shall be given second priority. Experience and expertise in providing quality services, financial stability, and compliance with administrative requirements are taken into account.
- An applicant's governing board, staff, volunteers, practices, and services must reflect the demographics and character of the community or area to be served.

1.4 Allowable and Unallowable Services, Activities, & Costs

Throughout the history of VOCA and SVAA, Congress and the Ohio Legislature have provided guidance on the types of direct services for which they intend the grants to be used. Generally, only direct service to crime victims and the necessary administration and coordination of such services is allowable. Additionally, there are some expenses that are not allowable under a VOCA or SVAA grant regardless of their benefit to crime victims. Some are listed here.

1.4.1 Unallowable expenses:

- Crime prevention activities and activities designed to raise the public's awareness of criminal activity. VOCA funds may be used to support outreach such as presentations in the community as long as they are designed specifically to identify crime victims and provide or refer them to needed services.
- Political activity, lobbying or advocacy on behalf of legislation, administrative reform, or improving the criminal justice system.
- Perpetrator rehabilitation or counseling or services to incarcerated individuals (even when the service pertains to the victimization of the incarcerated person)
- Activities directed at prosecuting an offender and/or improving the criminal justice system's effectiveness and efficiency such as witness notification and management activities and expert testimony at a trial. Prosecutor-based victim/witness assistance programs that provide both victim services and witness notification services may receive funding support **only for that portion of the program that provides direct services to crime victims.**
- Needs assessments, surveys, evaluations, studies or research (except as required by the terms of a state or federal grant)
- Fundraising and contributions or donations to other organizations
- Indirect organizational costs such as liability insurance, capital improvements, security guards, or mortgage payments
- Reimbursement to victims for expenses incurred as a result of a crime
- Any medical or dental costs, even those resulting from victimization
- Relocation expenses for victims such as moving expenses, security deposits, or rent. (Funds may be used to support staff time in locating resources to assist victims with such expenses, however)

Section 1 Guidelines

1.1 History of VOCA and SVAA

The Victims of Crime Act was passed by Congress and signed into law by the president on October 12, 1984, and establishes within the U. S. Treasury an account known as the Crime Victims Fund. Millions of dollars are deposited annually into the fund from criminal fines, penalties, forfeited bail bonds, and special assessments collected by the federal government. Crime Victims Fund dollars have always come from offenders convicted of federal crimes, not from taxpayers.

The Victims of Crime Act (VOCA) Formula Grant Program provides federal funding to support victim assistance and compensation programs such as those which benefit victims by providing training for professionals who work with victims, by developing projects to enhance victims' rights and services, and by undertaking public education and awareness activities on behalf of crime victims. The yearly grant amount awarded to each state includes a base amount of \$500,000 and additional funds based on the state's population. States apply each year for the federal grant and then award VOCA's Victim Assistance funds to eligible public and non-profit organizations. The Attorney General's Office has been designated as the administrator of the Crime Victims Assistance Grant in Ohio.

The State Victims Assistance Act (SVAA) was passed by the Ohio Legislature and signed into law in 1984, and establishes the Crime Victims Section of the Ohio Attorney General's Office (CVS). CVS administers the Crime Victims Fund, made up of court costs paid by offenders, driver's license reinstatement fees, and federal grant monies to provide compensation to innocent victims of violent crime who have suffered an unrecoverable economic loss as a result of their victimization, and also administers VOCA and SVAA grants. The guidelines, eligibility requirements, and application process for VOCA and SVAA grants are very similar. This application may be used for either or both types of grants, and differences between the two programs will be highlighted throughout these guidelines.

The U. S. Department of Justice has issued guidelines and rules to implement the grant provisions of the Victims of Crime Act. In the following sections, those federal guidelines have been integrated with administrative guidelines adopted by Ohio Attorney General's Crime Victims Section and guidelines for SVAA grants. All applications will be reviewed by CVS staff. Recommendations regarding all applications and funding levels will be made to the attorney general, who approves all final VOCA and SVAA grant awards. A Letter of Determination and a Grant Award and Acceptance form will be mailed to grant recipients by the end of August, 2012.

1.2 Period of Funding

VOCA and SVAA funds will be awarded for the 2012-2013 period beginning on or after October 1, 2012 and ending September 30, 2013. Only expenses incurred within the grant period are eligible to be paid with 2012-2013 funds. VOCA funds are paid by reimbursement to grant recipients. If an agency receives VOCA funding, it will receive an advance payment by October 15, 2012 that will include its first month of funding, one twelfth of the awarded grant, as well as funding for any one-time purchases. This will be the only advance payment of a VOCA grant. All further payments will be issued upon

5. The organization must provide VOCA-supported services at no charge to victims. (Any deviation from this provision requires prior approval by the Office for Victims of Crime and the Ohio Attorney General's Crime Victims Section.)
6. The organization must comply with the requirements of the OJP Financial Guide (www.ojp.usdoj.gov/financialguide/) which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes financial documentation for disbursements, daily time and attendance records detailing time devoted to VOCA-allowable victim services, client files, job descriptions, contracts for services, and other records which facilitate an effective audit.
7. The organization must maintain confidentiality of client information as required by federal and state law.
8. The organization must be able to demonstrate support and approval of its services among the community, a history of effective service, and/or a thorough plan for the future. It must also demonstrate significant (greater than 20%) financial support from non-federal sources and sources other than CVS.
9. The organization must demonstrate compliance with the requirements of 28 CFR 42.301 et seq., Equal Employment Opportunity Program (EEOC).
10. The organization must maintain statutorily-required civil rights statistics on victims served by race, national origin, sex, age, and disability, and must permit reasonable access to such information. (This requirement is waived when providing a service, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the victim.)
11. The organization must provide an outcome measure survey.
12. The organization must comply with state and federal monitoring and reporting criteria, which may change over time. Subrecipients must abide by any additional eligibility or service criteria as established by the federal or state grantees. The requirements in this document are not all-inclusive.
13. A new requirement this year, all applicant organizations must prepare and be able to demonstrate a plan to provide proper assistance to victims who are deaf or hard-of-hearing, or who do not speak English. Title VI of the U.S. Civil Rights Act requires that such a plan be in place, and it is something Crime Victims Section Grants Evaluators will review when visiting recipient agencies.

Private Non-Profit Agencies

In addition to the requirements above, private non-profit agencies must also meet the following criteria:

1. The organization must have obtained Articles of Incorporation certifying that the agency is registered with the Ohio Secretary of State as a private non-profit agency.
2. The organization must have obtained an IRS Determination Letter certifying that the applicant is listed in the Articles of Incorporation and has received separate 501(c)(3) status.

1.3.2 Priority Programs and Funding Underserved Victim Populations VOCA

Under the Victims of Crime Act, priority shall be given to victims of sexual assault, domestic violence, and child abuse. Thus, a minimum of 10% of each Federal Fiscal Year's grant (30% total) will be allocated to each of these categories of crime victims.

The Ohio Attorney General's Office defines a priority program as one whose principal mission is to offer comprehensive specialized services tailored to the needs of one or

more of the three priority categories of victims. An additional 10% of each VOCA grant will be allocated to victims of violent crime [other than "priority" category victims] who were previously "underserved." These underserved victims may include, but are not limited to, victims of violent federal crimes, survivors of homicide victims, or victims of assault, robbery, gang violence, hate crimes, intoxicated drivers, and elder abuse.

SVAA

Pursuant to section 109.21 of the Ohio Revised Code, financial aid to crime victim assistance programs shall be based upon the following priorities:

- Programs in existence on July 1, 1985 shall be given first priority.
- Programs established after July 1, 1985 or new programs proposing to offer the broader range of services and referrals to the community shall be given second priority. Experience and expertise in providing quality services, financial stability, and compliance with administrative requirements are taken into account.
- An applicant's governing board, staff, volunteers, practices, and services must reflect the demographics and character of the community or area to be served.

1.4 Allowable and Unallowable Services, Activities, & Costs

Throughout the history of VOCA and SVAA, Congress and the Ohio Legislature have provided guidance on the types of direct services for which they intend the grants to be used. Generally, only direct service to crime victims and the necessary administration and coordination of such services is allowable. Additionally, there are some expenses that are not allowable under a VOCA or SVAA grant regardless of their benefit to crime victims. Some are listed here.

1.4.1 Unallowable expenses:

- Crime prevention activities and activities designed to raise the public's awareness of criminal activity. VOCA funds may be used to support outreach such as presentations in the community as long as they are designed specifically to identify crime victims and provide or refer them to needed services.
- Political activity, lobbying or advocacy on behalf of legislation, administrative reform, or improving the criminal justice system.
- Perpetrator rehabilitation or counseling or services to incarcerated individuals (even when the service pertains to the victimization of the incarcerated person)
- Activities directed at prosecuting an offender and/or improving the criminal justice system's effectiveness and efficiency such as witness notification and management activities and expert testimony at a trial. Prosecutor-based victim/witness assistance programs that provide both victim services and witness notification services may receive funding support **only for that portion of the program that provides direct services to crime victims.**
- Needs assessments, surveys, evaluations, studies or research (except as required by the terms of a state or federal grant)
- Fundraising and contributions or donations to other organizations
- Indirect organizational costs such as liability insurance, capital improvements, security guards, or mortgage payments
- Reimbursement to victims for expenses incurred as a result of a crime
- Any medical or dental costs, even those resulting from victimization
- Relocation expenses for victims such as moving expenses, security deposits, or rent. (Funds may be used to support staff time in locating resources to assist victims with such expenses, however)

- Professional dues and memberships in the name of a specific person. (However, funds may be used to purchase organizational memberships if the membership will offer needed, timely, and relevant information on victim services and issues that assist direct service providers)
- Salaries, fees, and reimbursable expenses associated with administrators, board members, executive directors, consultants and coordinators unless, and to the extent that, these expenses are incurred while providing direct services to crime victims.
- Development of protocols or interagency agreements
- The costs of sending crime victims to conferences
- Attendance (by staff) of national-level conferences that have, as a primary focus, discussions and presentations on national issues, networking, sharing ideas, presenting research, even when held in the recipient organization's area. (Costs of conferences, up to \$2,000 dedicated to skills-development may be allowable.)
- Development of training manuals
- Services for which the provider intends to bill Medicaid or any other federal institution or program. Medicaid may not be billed for work funded by VOCA
- Victims-offender meetings which serve to replace criminal justice proceedings
- Legal costs or legal representation for divorces, child custody proceedings
- Gift cards or gift cards, even for victims
- Fines, penalties, interest, or bad debts
- Contingencies
- Entertainment
- Employee bonuses
- Overtime pay
- Payment to attorneys for work on behalf of victims obtaining a Civil Protection Order (This work may be reimbursable by the Victim Compensation Fund)
- SVAAs funds may not be used as VOCA matching funds.
- No federal funds may ever be used as matching funds.

1.4.2 Allowable Expenses

- A non-exhaustive list of some examples:
- Services that immediately respond to the emotional and physical needs (including medical care) of crime victims such as crisis intervention, accompaniment to hospitals for medical examinations, emergency legal assistance (by somebody other than an attorney) such as in filing restraining orders, hotline counseling, emergency food, clothing, transportation, and shelter, and other emergency services that are intended to restore the victim's sense of dignity, self-esteem, and coping mechanisms.
 - Services that are directed to the needs of the victim who participate in the criminal justice process. These services may include advocacy on behalf of crime victims, transportation to court, child care during court, information about court, court dates, parole consideration procedures, assistance with victim impact statements.
 - Services and activities that assist the primary and secondary victims of crime in understanding the dynamics of victimization and in stabilizing their lives after a victimization, such as short-term counseling, group treatment, and therapy.
 - Services that offer an immediate measure of safety to crime victims such as boarding-up broken windows and replacing or repairing locks, and emergency financial assistance such as cash outlays for transportation, food, clothing, emergency housing, etc.

1.5 Reporting & Monitoring

VOCA and SVAAs recipients are required to maintain appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA and/or SVAAs funds received (i.e., daily time and attendance records; the total cost of the project receipts for expenditures); the portion of the project supplied by other sources, matching funds/sources, and other records that facilitate an effective audit. VOCA and/or SVAAs recipients are also required to provide a monthly Outcome Measure Survey Report which compiles survey results received by each program from clients that have been served. This report is due by the 15th of each month and can accompany the financial reports (see below).

Finally, VOCA and SVAAs recipients are required to provide an annual Program Performance Report to CVS which includes:

- Type of program.
- Victim statistics.
- Efforts made to serve victims of federal crimes.
- Description of coordinated activities.
- Efforts to assist victims with Victim Compensation.
- Program evaluation results, case histories, victim satisfaction surveys, and anecdotal information.

Upon request, recipient organizations must allow authorized representatives from the federal Office of Victims of Crime or the Attorney General's Crime Victim Services Section to examine documents such as:

- Financial records, reports, and audit reports.
- Policies and procedures governing the organization and the grant funds.
- Programmatic records of victim services.
- Timekeeping records and other supporting documentation for costs supported by the grant funds.

VOCA recipients are required to submit Monthly Financial Reports, due no later than the 15th day of each month. Further, non-profit organizations and institutions of higher education that expend \$500,000 or more in federal funds each year shall have an organization-wide financial and compliance audit. Grantees must submit audit reports within 9 months after the end of the fiscal year.

SVAAs recipients must submit Quarterly Financial Reports. All funds from each quarter must be expended, and financial reports must be filed in a timely manner. Failure to expend funds or file reports in a timely manner may result in suspension or termination of the grant award. These report forms are mailed out by CVS to be completed and returned by sub-recipients no later than 15th of the month ending each quarter (January 15, April 15, July 15, October 15).

Recipients of both VOCA and SVAAs funds must comply with both reporting requirements. Failure to file reports or expend funds in a timely manner may result in the suspension or termination of the grant award.

Nothing in these guidelines precludes the Ohio Attorney General's Office from conducting a site-visit, desk monitoring or other assessment more often than once per year. In certain situations, a contract may be monitored either on-site or through desk monitoring on a regular and frequent basis to assure compliance. These situations may include, but are not limited to:

- A report to the Ohio Attorney General's Office of the mismanagement of grant funds;

Department has published a guidance document, which is available at www.lep.gov. The OJP encourages applicants and recipients to include within their program budgets the costs for providing interpretation and translation services to eligible LEP service populations.

1.4.3 Funding to Faith-Based Organizations

In general, Executive Orders and regulations require funding organizations to treat faith-based organizations (FBOs) the same as any other applicant or recipient of DOJ funding, neither favoring nor discriminating against FBOs in making and administering grant awards, and require that FBOs be allowed to retain their independence.

Executive Orders and regulations also prohibit recipient FBOs from using Justice Department funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. Funded FBOs may, of course, engage in inherently religious activities; however, these activities must be separate in time or location from the federally assisted program. Moreover, funded FBOs must not compel program beneficiaries to participate in inherently religious activities. Funded faith-based organizations must also not discriminate on the basis of religion in the delivery of services or benefits.

1.6.4 Match for VOCA Funds

All matching funds are restricted to the uses outlined in the application and must be expended within the grant period. Only services and activities that are VOCA allowable qualify as match. In other words, the same rules and regulations that apply to VOCA funds also apply to matching funds. VOCA recipients must maintain records that clearly show the source, the amount, and the period during which the match was expended. As a condition to receive VOCA funds, programs are required to provide a 28% matching share of the requested project budget. Applicants should commit exactly the 28% required match to the VOCA-funded project. Matching funds may be in the form of either cash contributions or in-kind contributions; however, funding for VOCA-funded personnel positions requires a cash match.

Cash contributions represent an applicant's cash outlay, including non-federal, non-CVS money contributed by public agencies and institutions, and private organizations and individuals. In-kind contributions represent the value of non-cash contributions provided to the applicant. In-kind contributions may be in the form of charges for real property and nonresponsible personal property and the value of goods and services directly benefiting crime victims, which are specifically identifiable to the project. In-kind match may be used for all categories except personnel.

Volunteer time may be counted as an in-kind donation and may be used as part of the 28% match (except for personnel positions). The monetary value of volunteer time is to be counted as \$15 per hour. Volunteer services used as match must be documented and supported by methods similar to those used for VOCA funded employees.

The value of donated space may not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in privately owned building in the same locality. Agencies cannot "donate" space to themselves, i.e., if the applicant agency is a county, and the office space used by the

- Costs that are necessary and essential to providing direct services such as pro-rated costs of rent, telephone service, transportation costs for victims to receive services, emergency transportation costs that enable a victim to participate in the criminal justice system, and local travel expenses for direct service providers
- Services which assist crime victims managing practical problems created by the victimization such as acting on behalf of the victim with other service providers, creditors, or employers, helping to recover property retained as evidence, filing for compensation benefits, and helping to apply for public assistance
- Costs that are directly related to providing direct services through staff, such as advertising costs associated with recruiting personnel and volunteers, training costs for paid and volunteer staff, salaries and fringe benefits,
- Mileage is an allowable expense but must incorporate gas, maintenance, efficient in one established rate. Such expenses are only allowable as part of a single mileage rate of \$0.45. Mileage to provide direct services (such as to take a victim to court) should be listed in the BAVI section of the budget. Mileage expenses for training purposes should be built in to training costs under OTHER.

1.4.3 Other Related Allowables

Some services, activities, and costs may be allowable even though they do not constitute direct service to crime victims. Before being allowed, however, CVS must agree in writing that direct services to crime victims cannot be offered without support for these expenses. Below are some examples.

- Certain staff or volunteer training necessary to providing direct service (\$2,000 maximum). Priority should be given to VOCA-funded staff, and the training must focus on skills-development
- Limited contracts for professional services, such as in a case where there is an infrequent need for specialized victim service
- Operating costs related to serving victims, such as office supplies, printing, and postage.
- Supervision of direct service providers, such as in the case of a volunteer coordinator who recruits, trains, and supervises volunteers who provide victim service
- Outreach to make victims aware of the services available in the community.
- Appliances, equipment, and furnishings, while technically allowable costs, will not be funded in 2012-2013 VOCA/SVAA grants. However, if an emergency arises, additional funding may be applied for by contacting your grant specialist.

Shelters Only

- Repair and/or replacement of an essential item that belongs to the provider and which contributes to maintenance of a healthy and/or safe environment, such as a furnace. Such requests are scrutinized closely and will require:
 - That the building is owned by the recipient organization.
 - That all other sources of funding have been exhausted.
 - That there is no available option to provide service in another location.
 - That the cost of the repair or replacement is reasonable considering the value of the building.

- A report of the use of grant funds for ineligible activities;
- Discrepancies noted on financial reports

1.6 Additional VOCA-Only Requirements

1.6.1 Confidentiality of Research Information

Except as otherwise provided by Federal law, no recipient of monies under VOCA shall use or reveal any research or statistical information furnished under this program by any person, and identifiable to any specific private person, for any purpose other than the purpose for which such information was obtained. In accordance with VOCA, such information, and any copy of such information, shall be immune from legal process and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial, legislative, or administrative proceeding (see Section 1407(d) of VOCA, codified at 42 U.S.C. 10604). This provision is intended, among other things, to assure the confidentiality of information provided by crime victims to counselors working for victim services programs receiving VOCA funds. Whatever the scope of application given this provision, it is clear there is nothing in VOCA, or its legislative history, to indicate that Congress intended to override or repeal, in effect, a State's existing law governing the disclosure of information, which is supportive of VOCA's fundamental goal of helping crime victims. For example, this provision would not act to override or repeal, in effect, a State's existing law pertaining to the mandatory reporting of suspected child abuse (see *Pennhurst State School and Hospital v. Halderman*, et al., 451 U.S. 1 (1981)). Furthermore, this confidentiality provision should not be interpreted to thwart the legitimate informational needs of public agencies. For example, this provision does not prohibit a domestic violence shelter from acknowledging, in response to an inquiry by a law enforcement agency conducting a missing person investigation, that the person is safe in the shelter. Similarly, this provision does not prohibit access to a victim service project by a federal or state agency seeking to determine whether federal and state funds are being utilized in accordance with funding agreements.

1.6.2 Civil Rights Compliance

As a condition for receiving funding from the Office of Justice Programs (OJP), recipients must comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Justice Department's regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968, the Victims of Crime Act, or the Juvenile Justice and Delinquency Prevention Act. Collectively, these federal laws prohibit a recipient of OJP funding from discriminating either in employment (subject to the exemption for certain faith-based organizations discussed below; see "Funding to Faith-based Organizations") or in the delivery of services or benefits on the basis of race, color, national origin, sex, religion, or disability. In addition, OJP recipients may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to funded programs or activities. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English. To assist recipients in meeting their obligation to serve LEP persons, the Justice

project agency is owned by the county the fair market value of that space cannot be used as match.

Matching contributions need not be applied at the exact time or in proportion to the obligation of the federal funds. However, at least half of the match requirement for the year must be reported on or before the organization's March financial report. If it is not, the March report must contain an explanation and plan for the full amount of the VOCA match to have been met by the end of the funding period. All matching funds must have been received by the end of the funding period, and failure to report the appropriate match in a timely manner will result in the deobligation of a corresponding portion of the VOCA award.

I have read and understood the general guidelines regarding eligibility for, and administration of, a VOCA or SVAAs grant. My organization is eligible, and will abide by rules of the grant.

<i>John W. Brown</i>	Commission President	<i>6/6/12</i>
Authorized Signature	Title	Date
	County Prosecutor	
Authorized Signature	Title	Date

REGULAR SESSION**TUESDAY****JUNE 5, 2012**

The board signed the job descriptions for the Maintenance Worker II positions which are on file.

At 10:04 a.m. the board recessed.

At 10:10 a.m. regular session resumed.

A conference call was held with Nadine Thompson, WSOS CDBG grant administrator in regards to the FY-12 CDBG grant application and Mr. Bauer explained that the board had discussed adding another project which is the handicap ramp at Shady Lane. Ms. Thompson explained that you can add that but we have advertised projects for the hearing that will be held on June 12, 2012. What we will have to do is re-advertise this Friday and change the public hearing date to June 19, 2012. After further discussion it was decided that the board would review the options and decide this Thursday, June 7, 2012 as to whether or not they will change the projects. Ms. Thompson also stated that if they do this she will have to contact the other entities and let them know that their projects and funding will be changed as some will have to be decreased in funding.

Assistant Prosecutor's Report

Daivia Kasper stated that she had a couple of contracts to review with Cheryl Nolan in regards to a couple of questions.

OTHER BUSINESS

Gary Bauer briefly discussed the License Bureau and the Title Office and stated that he has had a conversation with Susan Hazel and she has stated that Mr. Tkach is now back on moving to the east side of town to the Hipp building. At this time Mr. Bauer stated that we are here to serve all of Huron County then moving the license bureau and the title office to the east side of Norwalk does not get that done. Mr. Silcox stated that he agreed. Mr. Bauer also stated that some time between now and Thursday he will talk with Mr. Tkach in this regard.

Larry Silcox asked what they are going to do about the HCDC meeting on Friday which is an important. Mr. Bauer asked if we could have Carol Knapp come to our board meeting on Thursday, June 7, 2012 and then she would have something to take to the HCDC board meeting on Friday June 8, 2012. Mr. Silcox asked if Ms. Knapp had received the information in regards to the workshop for the Moving Ohio Forward project. Ms. Nolan stated that she had forwarded the email to Ms. Knapp.

Mr. Silcox also stated that WIA board had recommended two appoints to the WIA board and asked if the board would like to interview these candidates. The board agreed to schedule them on the agenda for Thursday, June 7, 2012. Mr. Silcox also referred to a request for \$4,835.50 to make the radios and repeaters at the jail narrow banded compliant by the end of 2012. After further discussion the board agreed to schedule the sheriff and Jason for a meeting to discuss this.

Joe Hintz asked if the board wanted to discuss the agriculture situation in Ripley Township. Mr. Bauer stated that he understands their concern but the fact is, is that agriculture can not be regulated according to the ORC and if you are under the number of cattle and hogs that you can have the law is clear in their guidelines. Ms. Kasper further explained Ripley township's complaint as the farmers are intentionally having one less cow or hog to keep them under the threshold so that they don't qualify as a large producer and generally speaking the township zoning does not have any control over agricultural use of land as long as you are not in a platted subdivision. Ms. Kasper stated that the only recourse that the township has is writing to their state representatives and if they were going to do so then they could ask the county commissioners to write a letter in their support. This letter could state that they are also concerned and that they believe in the importance of agriculture but that they understand that the density is straining the township's resources. Mr. Bauer stated that this is where they put an extra \$5,000 in the Soil and Water budget so that they can write management plans so at least the farmers have been given a plan as to how they should operate. This is not enforceable but they feel that the farmers try to do what is right according to the plan and further stated that his biggest concern is when you get multiple family members and multiple operations they are not using the same 300 acres in all their plans.

At 10:35 a.m. Larry J. Silcox moved to enter into **Executive Session ORC 121.22 (G) (2)** to consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Joe Hintz seconded the motion. The roll

REGULAR SESSION**TUESDAY****JUNE 5, 2012**

being called upon its adoption, the vote resulted as follows: It was noted that this was not held for the purpose of the Huron County Airport.

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye – Larry J. Silcox

At 10:57 am. Larry J. Silcox moved to end Executive Session ORC 121.22 (G) (2). Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye – Larry J. Silcox

- no action taken.
-

Ralph Fegley spoke in regards to the residential inspections and further stated that he will be speaking with a guest speaker that was at his PE session. Mr. Silcox stated that he would like to sit down with Brian Humphress, Willard City manager as he has some expertise on how to get started and we at least an outline to get started and what we need.

At 11:01 a.m. the board recessed.

At 11:08 a.m. regular session resumed with Sue Bommer, HR Loss Prevention Coordinator came before the board and stated that she needed some clarification for the safety committee meeting tomorrow and part of the old business in regards to the letter that was sent to the board in regards to safety issues on vehicles. Mr. Silcox stated that he had spoken to the mechanic and he was told that the vehicles would not be released from a safety inspection until everything was fixed and that is what the mechanic is doing at this time.

At 11:12 a.m. Joe Hintz moved to enter into **Executive session ORC 121.22 (G) (1)** to consider the appointment, employment, dismissal, **discipline**, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. Larry J. Silcox seconded the motion. The roll being called upon it adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye – Larry J. Silcox

At 11:15 a.m. Larry J. Silcox moved to end Executive Session ORC 121.22 (G) (1) discipline. Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

Aye – Gary W. Bauer
Aye – Joe Hintz
Aye – Larry J. Silcox

Action taken in open session: The board agreed to pay the co-payment of the health insurance plan for anger management counseling for the employee.

Cheryl Nolan stated that she had spoken with Nadine Thompson and explained the process that will have to happen before being able to take funds from the other project applications.

Further discussion was had in regards to the license bureau and title office. Mr. Bauer explained the situation and all the players and the how this all fits together. Mr. Bauer also discussed the Northwood's program and how it was going to cost a lot but would save a lot by reducing the workforce as well and this has not happened.

At 11:38 a.m. Larry J. Silcox moved to adjourn. Joe Hintz seconded the motion. The meeting stood adjourned.

REGULAR SESSION

TUESDAY

JUNE 5, 2012

IN THE MATTER OF OPEN SESSION

The Huron County Commissioners hereby attest that all actions and deliberations of the Board legally required to be public were conducted in an open session on this date and that the foregoing minutes represent the official action of the Board.

IN THE MATTER OF CERTIFICATION

The Clerk to the Board does hereby attest that the foregoing is a true and correct record of all actions taken by the Board of Huron County Commissioners on June 5, 2012.

IN THE MATTER OF ADJOURNING

The meeting was called to order at 9:00 a.m. With no further business to come before the Board, the meeting was adjourned at 11:38 a.m.

Signatures on File