

CONSENT AGENDA

- **MINUTES OF THE DECEMBER 3, 2021 MEETING**
- **STATEMENT OF ACTIVITIES**
 - **ADMINISTRATIVE EXPENSE REPORT**
 - **AGING & DISABILITY PROGRAM SERVICE REPORT**
 - **GRANT AGREEMENTS**
- **DIVISION & DIRECTOR'S REPORTS**
 - **ASSISTANT EXECUTIVE DIRECTOR**
 - **AGING & DISABILITY DIVISION**
 - **COMMUNICATIONS DIRECTOR**
 - **DEVELOPMENT DIVISION**
 - **HUMAN RESOURCES**

**Minutes of the December 3, 2021
Buckeye Hills Regional Council Executive Committee Meeting**

The Buckeye Hills Regional Council Executive Committee meeting was held December 3, 2021. The meeting was held at Buckeye Hills, Marietta, Ohio.

In attendance were:

OFFICERS:	Ron Moore, President	Morgan County (Private Sector)
	Kevin Ritter, Treasurer	Washington County
EXECUTIVE COMMITTEE:	Steve Patterson	City of Athens
	Gary Waugh	Hocking County
	Brian Howard	Meigs County (Private Sector)
	Mick Schumacher - Alternate	Monroe County
	Diane Ullom	Monroe County (Private Sector)
	Jeff Dennis	Perry County (Private Sector)
GENERAL POLICY COMMITTEE:	James Booth	Washington County
GUESTS:	Beth Clodfelter	Office of U.S. Senator Brown
	Amber Kohler	Office of Congressman Johnson
	Cody Pettit	Office of Ohio Treasurer Sprague
	Danielle Mason	Office of Attorney General Yost
	Bryn Stepp	Office of Lt. Governor Husted
	Kristi Tanner	OhioSE Economic Development
	Stuart Moynihan	OhioSE Economic Development
	Destiny Bryson	OhioSE Economic Development
	Allison Gray-Gunsten	Steadfast City Economic & Community Partners
	Joel Glasscock	Steadfast City Economic & Community Partners
STAFF:	Misty Crosby	Executive Director
	Rick Hindman	Assistant Executive Director
	Madelyn Brewer	Development Specialist III
	Ryan Collins	Broadband Coordinator
	Denise Keyes	Fiscal Director
	Angie Lawrence	Human Resource/Payroll Manager
	Sam Miller	Development Director
	Jason Pyles	GIS Coordinator
	Jenny Simmons	Executive Assistant
	Drew Tanner	Communications Director
	Jennifer Westfall	Aging & Disability Director

CALL TO ORDER

Ron Moore, President, called the meeting to order.

ROLE CALL

Misty Crosby, Executive Director, conducted roll call.

CONSENT AGENDA

Steve Patterson moved to approve the consent agenda which included the Minutes from the November 5, 2021 meeting; Statement of Activities, Administrative Expense YTD; Aging and

Disability Programs Services and Funding Report for period July 1, 2021 through October 31, 2021, and Division and Director's Reports. Kevin Ritter seconded the motion. All yeas. Motion carried.

LEGISLATOR AND PARTNER AGENCY UPDATES

Kristi Tanner, Senior Managing Director, Stuart Moynihan, Director, JobsOhio Network and Strategic Partnership, and Destiny Bryson, Manager of Engagement and Partnership, from Ohio SE Economic Development provided an update on the American Rescue Plan (ARP) Guidebook.

Beth Clodfelter, Appalachian Regional Representative, provided updates to the members from the Office of U.S. Senator Brown.

Amber Kohler, Field Representative, provided updates to the members from the Office of Congressman Johnson.

Bryn Stepp, Southeast Ohio Representative, provided updates to the members from the Office of Ohio Lt. Governor Husted.

Danielle Mason, Eastern Regional Director/Regional Outreach Section, provided updates to the members from the Office of Ohio Attorney General Yost.

Cody Pettit, Southeast Ohio Representative, provided updates to the members from the Office of Ohio Treasurer Sprague.

PERSONNEL COMMITTEE REPORT

Ron Moore moved to approve the New Hires, Promotions, Resignations, Terminations, Transfers Report for time period November 6, 2021 through December 3, 2021. Brian Howard seconded the motion. All yeas. Motion carried.

Ron Moore moved to approve the GIS Specialist salary range increase as proposed by staff and recommended by the Personnel Committee. The increase would raise the minimum salary from \$31,753 to \$35,980; raise the mid-point salary from \$39,691 to \$44,975; and raise the maximum salary from \$47,629 to \$53,970. Kevin Ritter seconded the motion. All yeas. Motion carried.

AUDIT BUDGET COMMITTEE

Brian Howard moved to approve the request for approval of expenditures in the amount of \$106,041.00 for annual renewals. Steve Patterson seconded the motion. All yeas. Motion carried.

Steve Patterson moved to approve the outside LED display signage in the amount of \$30,152.00. Gary Waugh seconded the motion. All yeas. Motion carried.

Ron Moore moved to approve the Cost Allocation Plan for FY July 1, 2022 to June 30, 2023. Brian Howard seconded the motion. All yeas. Motion carried.

DEVELOPMENT DIVISION

Gary Waugh moved to approve the Resolution Granting Permission to Accept and Implement the ODOT Grant in the amount of \$250,000 American Rescue Plan Act Supplement EDA Statewide Planning Grant Opportunity in the BHRC Region: Empowering Local Leaders in Ohio's Appalachian Region to Make Data-Driven Strategic Investments that will Create Economic Opportunities. Steve Patterson seconded the motion. All yeas. Motion carried.

EDA CARES UPDATE

Brian Howard moved to approve the Resolution Granting Permission to Amend and Extend the

Contract with American Structurepoint to include an additional \$27,500 to complete the revised Meigs County Downtown Flood Zone study scope of work to ensure all county projects stay on the timeline to be completed by March 2022. Ron Moore seconded the motion. All yeas. Motion carried.

RESILIENCE INITIATIVE FOR SOUTHEASTERN & EASTERN (RISE) OHIO UPDATE

Allison Gray-Gunsten, Vice President & Midwest Regional Leader and Joel Glasscock, Senior Project Manager of Steadfast City Economic and Community Partners provided a RISE update to the members.

APPALACHIA DRINKING WATER ACCESSIBILITY INITIATIVE UPDATE AND MAP REVIEW

Jason Pyles, BHRC GIS Coordinator, provided an Appalachia Drinking Water Accessibility Initiative update to the members. He also provided county public water served area maps for the members to review and provide feedback on any updates.

AGING DIVISION UPDATE

Jennifer Westfall, Director, provided an update on the completed 2021 Senior Farmers' Market Program.

EXECUTIVE DIRECTOR UPDATE

Misty Crosby provided federal updates covering the Infrastructure Investment and Jobs Act and the Build Back Better Infrastructure Reconciliation Bill.

Diane Ullom moved to approve the Executive Search Firm for Executive Director Recruitment Request for Proposals with a January 15, 2022 deadline. Jeff Dennis seconded the motion. All yeas. Motion carried.

CITIZEN PARTICIPATION

No citizens present wished to address the committee.

OTHER

Ron Moore appointed Tim Ihle and Brad Peoples to the By-Laws Review Committee. Steve Patterson and Diane Ullom volunteered to serve on the committee.

ADJOURNMENT

With no other business, Kevin Ritter moved to adjourn the meeting. Gary Waugh seconded the motion. All yeas. Motion carried.

Approved By: _____
Misty Crosby, Secretary

Date: _____



STATEMENT OF ACTIVITIES

July 1, 2021 through November 30, 2021

YEAR TO DATE ADMINISTRATIVE EXPENSE DETAIL

Administrative Expenses for Fiscal Year 2022 totaled \$2,224,952.56 at November 30. This total represents 35.94% of the Council's administrative budget utilized. Total spending for this time period is budgeted to be 42%. Insurance, Software and Licenses and Subscriptions are above the 42% spending budget as most of these costs are paid in the beginning of the year. Employee/Governing Board expenses are higher due to gifts for the holidays. Spending for Advertising, Conference Registrations, Other, Postage and Out of Town Travel is higher than anticipated and will be reconciled during budget review and revision. Staff Position Vacancies also account for underspending in Salary and Fringe Benefits. As new projects and funds are awarded, budgets are adjusted and presented to the Committee quarterly. The cumulative Indirect Cost rate for this period is 48%. Projected Indirect Costs for Fiscal Year 2022 are 53%.

AGING AND DISABILITY PROGRAMS SERVICES & FUNDING REPORT

The Aging and Disability Division worked with various service providers and helped administer a multitude of direct service programs to eligible residents of our eight-county region. Between July 1 and October 31, more than \$4.6 million in direct service dollars were utilized to provide the units of service listed in the report. BHRC continues to support our provider network to evaluate the needs of the communities and serve area seniors in the best way possible during the current pandemic.



Administrative Expense Detail
For the Period July 1, 2021 - November 30, 2021

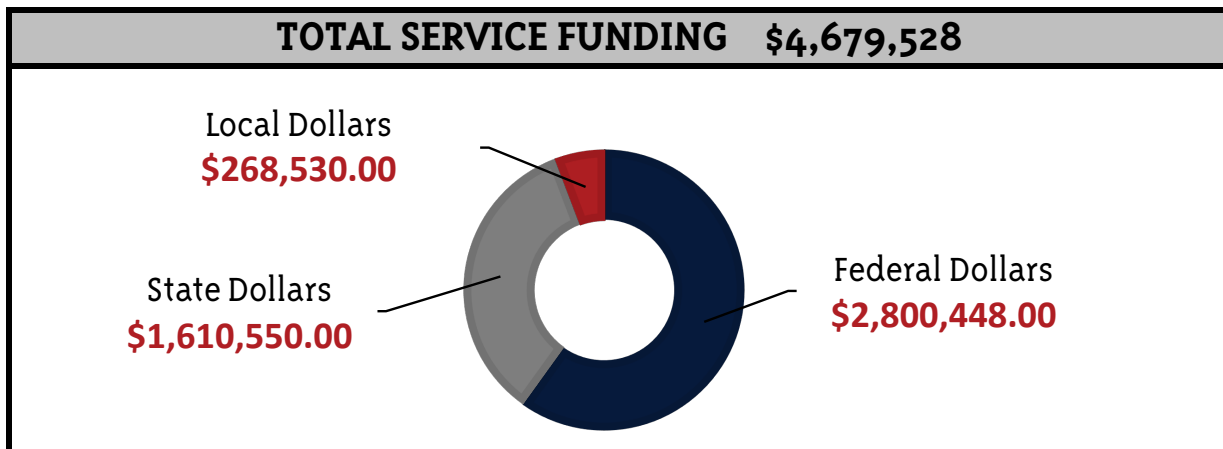
	2021 YTD Actual	2022 YTD Actual	2022 Budget	% of Budget
Salary	\$ 1,234,976.16	\$ 1,229,614.73	\$ 3,092,717.30	39.76%
Fringe Benefits	\$ 521,934.45	\$ 517,247.29	\$ 1,499,755.26	34.49%
Advertising	\$ 42,094.11	\$ 59,156.10	\$ 69,220.25	85.46%
Audit Costs	\$ -		\$ 30,000.00	0.00%
Building Maintenance	\$ 3,508.00	\$ 3,461.00	\$ 11,000.00	31.46%
Communications	\$ 30,591.54	\$ 41,055.36	\$ 87,884.86	46.71%
Conference Registration Fee	\$ 3,286.00	\$ 10,334.00	\$ 16,200.00	63.79%
Contract Services	\$ 60,655.33	\$ 32,551.18	\$ 636,919.00	5.11%
Employee/Governing Board	\$ 1,797.29	\$ 9,102.60	\$ 15,000.00	60.68%
Equipment Purchase/Maintenance	\$ 9,484.37	\$ 3,384.54	\$ 23,350.00	14.49%
Insurance	\$ 29,710.16	\$ 34,195.93	\$ 35,000.00	97.70%
Legal Costs	\$ 1,267.25	\$ 5,466.00	\$ 10,000.00	54.66%
Organizational Dues	\$ 12,594.42	\$ 13,095.00	\$ 38,900.00	33.66%
Other Costs	\$ 4,322.44	\$ 5,122.75	\$ 7,730.00	66.27%
Postage	\$ 9,909.90	\$ 9,504.64	\$ 18,050.00	52.66%
Printing Costs	\$ 5,066.50	\$ 6,964.78	\$ 8,850.00	78.70%
Software & Licenses	\$ 49,661.05	\$ 56,800.37	\$ 104,665.00	54.27%
Space	\$ 106,392.04	\$ 106,392.06	\$ 255,342.00	41.67%
Staff Training Fees	\$ 105.00	\$ 1,281.77	\$ 8,000.00	16.02%
Subscriptions	\$ 2,120.59	\$ 2,086.68	\$ 2,100.00	99.37%
Supplies	\$ 29,012.79	\$ 44,476.98	\$ 106,376.00	41.81%
Travel - Mileage Reimbursement	\$ 463.06	\$ 14,580.17	\$ 79,800.00	18.27%
Travel - Out of Town Expense	\$ 630.96	\$ 19,078.63	\$ 34,200.00	55.79%
TOTAL EXPENSES FOR THE PERIOD	\$ 2,159,583.41	\$ 2,224,952.56	\$ 6,191,059.67	35.94%
INDIRECT COST RATE FOR THE PERIOD	41%	48%		

Buckeye Hills Regional Council

Aging and Disability Programs Services & Funding Report

July 1, 2021 - November 30, 2021

SERVICES PROVIDED		
Direct Service Hours Provided	Transportation Trips	Adult Day Service Days Attended
149,053	5,512	554
Adult Day Service Miles Traveled	Meals Provided	Home Medical Equipment & Emergency Response Units
414	139,640	1,745
Legal Services Contacts	Home Accessibility Modification And Pest Control Jobs	Senior Farmers Market Coupons Redeemed
453	22	16,345
Grocery Shopping and Delivery	Telephone Reassurance	Evidence Based Classes
250	390	508
Assisted Living Days	Alzheimers Education Contacts	Senior Volunteer Hours
6,568	0	5



REGIONAL STATS		
Total Consumers Served	Total Population	Total Population Eligible for Services by Age (60+)
3,375	260,084	55,147



GRANT AGREEMENTS RECEIVED AND EXECUTED DECEMBER 2021

PROGRAM NAME	FUNDING AGENCY	GRANT PERIOD	AMOUNT
FY 2022 Nutrition Services Incentive Program	Ohio Department of Aging	October 1, 2021 to September 30, 2023	TBD

CURRENT INITIATIVES

- **Age-Friendly/Athens:** The team is processing the input from the Age-Friendly survey in order to inform the plans going forward. The survey closed on December 15th. I am on the housing committee. We plan to meet with citizens in Athens who need housing services.
This initiative is a 5-year process intended to ensure that people of all ages can grow healthfully, safely and independently in a supportive and inclusive community. Over 100 local people and partners are engaged in this process that involves addressing 9 domains of livability including: social participation/inclusion; outdoor recreation; housing; transportation; climate resilience; and employment/civic engagement.
- **Succession Planning:** We are preparing an RFQ to select to a firm/organization to conduct the search for Misty Crosby's successor. The RFQ went before the Board in December and was released in January with a closing date of January 15, 2022.
- **Community Health Workers (CHWs) initiative:** We now have two CHWs active in connecting home-bound folks up to resources, services and programming. This initiative is in partnership with, and funded by, Ohio University.
We are investigating other potential CHW initiatives, including stationing a CHW in the Buckeye Fields senior housing facility and engaging in the HUB Pathway model, a Medicaid-reimbursable program in which CHWs serve as liaisons between health/social services and the community to facilitate better access to quality health services.
- **BHSS, Inc./Buckeye Fields Status:** The HealthJay team, our provider for telehealth services for the Washington County Home and Buckeye Fields housing community, visited the Marietta community from California on November 4th, and 5th of last year. The local media and the Washington County Commissioners participated in a publicity event, and 60 HealthJay tablets were presented to the residents of the County Home and training on the tablets was conducted and technical assistance was provided to the staff. OHFA awarded the Buckeye Fields project additional tax credits valued at \$1 million, and the project was extended until the end of calendar year 2023. We have begun the closing process, and will begin construction by the end of June, 2022. We plan to begin moving in residents by the end of the summer/early fall of this year.
- **COVID Office Protocols:** We continue to encourage masking and social distancing within the BHRC building.
- **INSPIRE Project/SUD Initiative:** The team that had collaborated on last year's DDAA SUD Learning Collaborative has been awarded \$500,000 from ARC's INSPIRE initiative. ARC's Investments Supporting Partnerships in Recovery Ecosystems (INSPIRE) initiative, which is a 3-year program, is providing funding for our team's efforts to further address the SUD (substance use disorder) crisis in Appalachia through assisting individuals in recovery in moving successfully toward securing employment; the focus is on support services that enable and support an individual's successful entry or reentry into the workforce, thereby creating an employment recovery ecosystem. The project includes Wood, Washington and Athens Counties, but will also benefit the residents of bordering counties.

The team is preparing to apply for the Good Jobs Challenge grant for funding to assist folks in recovery to secure higher-paying, career-oriented jobs. I will be attempting, in my role as Chair of the Transportation Committee, to secure funding in this proposal for assistance in establishing more reliable transportation resources for low-income and folks in recovery to get to work every day.

CURRENT INITIATIVE

Home and Community Based Services (HCPS) Enhanced Federal Medical Assistance Percentages (eFMAP):

First bucket of funds made available to ODM for distribution to providers. HB 169: The Ohio Legislature passed HB 169, which, among other things, provides authority to ODM to spend ARPA funds from the HCBS eFMAP to provide immediate provider relief to HCBS providers. With state and federal funds, the total is \$529,000,000. This was the first “bucket” of the state HCBS eFMAP plan.

- Relief payments to the following Medicaid Home and Community-Based services providers as authorized under ARPA:
 - Developmental disability providers
 - Long term services and supports providers
 - Behavioral health services providers
 - Home and community-based services providers
- There are no definitions for these in HB 169 or the federal law.
- HB 169 also provides \$300 million from previous COVID Relief funding (FFRCA) to nursing facilities for workforce incentive payments. These funds must be used for direct care staff compensation, which may include staff retention bonus payments, overtime pay and shift differential payments, staff recruitment costs and new hire incentive payments. It may not be used for paying contract workers, staff supplied through or by staffing agencies, facility administrators, facility executive staff, or facility owners.

NEWS

Program & Service Update

- **Open Enrollment** wrapped up in December. In total staff spent **79.97 hours** helping **142 individuals** resulting in a **savings of \$61,623**. This was a successful season with 2 full time and 1 part time team member available for open enrollment assistance and continued adherence to COVID-19 guidelines.
- Assessments completed: Region total: **61 from December 1st to December 29th / 8 pending completion**

PASSPORT AND ASSISTED LIVING CASELOAD REGIONWIDE

- Current PASSPORT caseload is **779 individuals and 57 individuals** on the Assisted Living Waiver. The decrease in PASSPORT individuals is a result of disenrolling individuals who have been institutionalized for greater than 90 days.
- In-person visits continue to be conducted only if there is an immediate health and safety issue that emerges. Management staff have begun discussing our plans to return to face to face visits. COVID infections remain higher in the region but the aging team is experiencing an increase in health and safety visits. This may be a result of ongoing virtual case management. We will keep the board abreast of our plans to return to in person visits.

CONTACT: Jennifer Westfall, Aging and Disability Director | jwestfall@buckeyehills.org, 740-376-1038
Dawn Weber, Home Care Director | dweber@buckeyehills.org, 740-376-1041

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CURRENT INITIATIVES

- **HEAP Outreach** | Regular HEAP outreach continues for the winter months. New billboard messages are running in seven counties. Radio and television spots are airing on local stations throughout the region. Weekly social media posts will continue. Information is available on our website at buckeyehills.org/heap.
- **Vaccine Hesitancy Grant** | The Communications team and Aging Program Development staff distributed vaccine promotional items to all county health departments in December. The first of a series of direct mail pieces is scheduled to be delivered the third week of January.
- **LED Sign** | The deposit has been sent for the new LED sign to replace the 50th Anniversary sign boards at our parking lot entrance. The installation date will be set once the vendor has the materials in hand.
- **Appalachian Ohio Return on Investment Report** | The Communications Director is serving as project manager for the annual Appalachian Ohio Return on Investment Report, working with the other LDDs (OVRDC, OMEGA, and Eastgate) to compile data and highlights from ARC funded projects in the state. The report will be shared with our members and stakeholders this spring. It will also be featured during a legislative luncheon during the NADO-DDAA Washington Conference in March.
- **Annual Report** | The Communications team is working with BHRC staff to compile the 2021 Annual Report, which will be presented at the General Policy Council Annual Meeting in April.
- **Rural Communities and Economic Inclusion Discussion** | In the Executive Director's absence, the Communications Director participated in an informal online conversation with staff from the Federal Reserve Bank of Cleveland regarding barriers to economic inclusion in rural communities, as well as promising policies, practices, and initiatives that reduce disparities along racial and geographic lines. Additional participants included Dee Davis, President of the Center for Rural Strategies; Ric Sheffield, Rutkoff Distinguished Teaching Professor at Kenyon College; Dan Vorisek, Resilient Communities Director at Rural Action.

NEWS

- **Recent Press Releases & Notices**
 - December 6: [Request for Proposals: Executive Search Firm for Executive Director Recruitment](#)
 - December 8: [\\$14 million in Ohio BUILDS Grants Awarded in Southeast Ohio](#)
 - December 8: [ODOD Announces Brownfield Remediation and Demolition & Site Revitalization Programs](#)
 - December 9: [Federal Broadband Grant Programs Public Virtual Listening Sessions](#)
 - December 21: [2021: The Year in Review](#)
- **Notable Media Mentions**
 - December 1, McKnights Senior Living: [Hybrid delivery model debuts in Ohio senior living communities](#)
 - December 8, Marietta Times: [Heating assistance available now locally](#)
 - December 9, Daily Sentinel: [Help with heating costs through HEAP](#)
 - December 15, WTAP: [App allowing Washington County Home residents to better connect with loved ones](#)
 - December 16, Times Leader: [Switzerland of Ohio district snags \\$1.3M grant](#)
 - December 16, Marietta Times: [Appalachian Regional Commission grant of \\$1.314M](#)

CONTACT INFO: Drew Tanner, Communications Director | dtanner@buckeyehills.org | 740-376-1030

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CURRENT INITIATIVES

- **The BHRC Transportation Committee** will meet on Friday, January 21 at 10:30 a.m. in the BHRC large meeting room. Topics of discussion will be the long range transportation plan and the upcoming application process for the ODOT RTPO Capital Program.

NEWS

Program & Service Updates

- **Hiring within the Development Division** includes the positions of the Development Specialist 3, Development Specialist 1, and GIS Specialist. Applications for these positions close January 21, 2022.
- The Development Department welcomed **Kelly Islay** as the Monroe County Mobility Manager on January 3. **Kate Perani** will start as Special Projects Manager – RISE Ohio on January 10.

Staff Updates

- **Brandi Beaver** continues to utilize MyRecoveryLink to connect individuals in need with the necessary resources for the path to recovery.
- **Madelyn Brewer** is working on transitioning into the Appalachian Regional Commission (ARC) portfolio in the Development Department.
- **Ryan Collins** continued to analyze Infrastructure Bill paying particularly close attention to the Digital Equity portions, attended roundtable with Senator Portman to discuss IJA and our communities, working with Drew to send out new info for the Affordable Connectivity Program, meeting with telehealth and workforce development representatives for Coalition, and continuing Environmental review for Washington Electric Coop Broadband Project.
- **Carly Fitz** is hosting the first Perry County Broadband Committee (PCBBC) on Thursday, January 13. Going forward, this group will meet the second Thursday of the month at 10 a.m.
- **Brandi Hesson** is working on the Monroe County Coordinated Transit Plan, and received 3 proposals to expand non-emergency medical transportation in Washington County. We will be scoring these proposals soon.
- **Michelle Hyer** returned 15 applications of Round 36 Ohio Public Work Commission (OPWC) to communities to be revised to meet the state small government criteria and compete for funding. Those applications are due back to BHRC on January 7. All applications that were received along with committee scoring and funding source selection are being completed in the state OPWC portal.
- **Jason Pyles** continued to help the Washington County Board of Elections with their efforts to use schools as polling places. He met with City of Athens Engineering and Public Works to assist them with ways to better use their GIS resources.
- **Melissa Zoller** has transitioned into the Transportation Manager position within the BHRC Regional Transportation Planning Organization.

CONTACT: Sam Miller, Development Director | smiller@buckeyehills.org | 740-376-1028

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LOCAL FUNDING DATES TO REMEMBER

2022

JANUARY							FEBRUARY							MARCH							APRIL						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1			1	2	3	4	5			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28						27	28	29	30	31			24	25	26	27	28	29	30
30	31																										

MAY							JUNE							JULY							AUGUST							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
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8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				
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SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
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4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
25	26	27	28	30	30		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
							30	31																			

LOCAL DATES TO REMEMBER

- Jan. 4 Safe Routes to School Program (SRTS) funding application opens
- Jan. 31 Last day to submit TAP funding application
- Mar. 1 On-line application period for Ohio Bridge Partnership opens
- Mar. 5 Last day to submit SRTS funding application
- Apr. 15 Last day to submit Ohio Bridge Partnership funding application
- May 1 On-line application period for Small City Program opens
- Jun. 15 Last day to submit Small City funding application
- Jul. 1 On-line application period for Municipal Bridge opens
- Aug. 15 Last day to submit Municipal Bridge funding application
- Aug. 31 Last day to submit Formal Safety funding application to Central Office*
- Sep. 1 On-line application period for Local Major Bridge Program opens
- Oct. 1 Last day to submit Local Major Bridge funding application
- Oct. 1 On-line period for Letter of Interest for TAP Program opens
- Oct. 31 Last day to submit a Letter of Interest for TAP funding
- Dec. 1 TAP invitation to apply is distributed (due 1/31/2022)

HOLIDAYS

- Jan. 1 New Year's Day
- Jan. 17 MLK Jr. Day
- Feb. 21 President's Day
- Apr. 17 Easter
- May 30 Memorial Day
- Jun. 19 Juneteenth
- Jul. 4 Independence Day
- Sep. 5 Labor Day
- Oct. 11 Columbus Day
- Nov. 11 Veteran's Day
- Nov. 24 Thanksgiving Day
- Dec. 25 Christmas Day

*Local governments must coordinate with the District Safety Staff at least eight (8) weeks in advance of the deadline of the Safety funding application

CURRENT INITIATIVES

- **New Outlook Calendar Procedure for Staff** | Effective January 3, 2022, Buckeye Hills is implementing a new procedure for Outlook Calendar Use and Sharing for all employees across the agency, regardless of Division or work location. Use of the Outlook calendar will replace the daily 'Out of the Office' Report and will be required of all staff.
- **Interviews** | Job Posting and interviews are currently being conducted/scheduled for the following positions:
 - Mobility Managers - Washington/Noble & Monroe Counties
 - Care Management Coordinator – Athens County area
 - Planning Director
 - GIS Specialist
 - Development Specialist 1 & 3

STAFF UPDATES

- **Melissa Zoller** has accepted the Transportation Manager position effective January 3
- **Kelly Isaly** has accepted the Mobility Manager position for Monroe County effective January 3
- **Kate Perani** has accepted the Special Project Manager – RISE OH position effective January 10
- Despite a year of uncertainty, here is what our amazing screening department did to impact individuals across our region:
 - Total Medicare Recipients Served = 137
 - Total Time Spent = 73 hours
 - Total Savings = \$61,623.50

Thank you, Gerri VanNoy, Brandi Hesson, Kara Wright, and Tonia Blevins, for all your hard work. You are so very appreciated!

CONTACT INFO: Angie Lawrence, Human Resources Manager | alawrence@buckeyehills.org | 740-376-1031



AFFORDABLE CONNECTIVITY PROGRAM

WHAT IS IT?

The Affordable Connectivity Program is an FCC program that helps connect families and households struggling to afford internet service.

The benefit provides:

- Up to \$30/month discount for internet service;
- Up to \$75/month discount for households on qualifying Tribal lands; and
- A one-time discount of up to \$100 for a laptop, desktop computer, or tablet purchased through a participating provider.

WHO IS ELIGIBLE?

A household is eligible if one member of the household meets at least one of the criteria below:

- Has an income that is at or below 200% of the Federal Poverty Guide lines;
- Participates in certain assistance programs, such as SNAP, Medicaid, Federal Public Housing Assistance, SSI, WIC, or Lifeline;
- Participates in Tribal specific programs, such as Bureau of Indian Affairs General Assistance, Tribal TANF, or Food Distribution Program on Indian Reservations;
- Is approved to receive benefits under the free and reduced-price school lunch program or the school breakfast program, including through the USDA Community Eligibility Provision;
- Received a Federal Pell Grant during the current award year; or
- Meets the eligibility criteria for a participating broadband provider's existing low-income program.

TWO STEPS TO ENROLL

1

Go to **ACPBenefit.org** to submit an application or print out a mail-in application.

2

Contact your preferred participating provider to select an eligible plan and have the discount applied to your bill.

Some providers may have an alternative application that they will ask you to complete.

Eligible households must both apply for the program and contact a participating provider to select a service plan.

LEARN MORE



Call **877-384-2575**, or



Visit **[fcc.gov/acp](https://www.fcc.gov/acp)**



Internet Service Providers Applying for Residential Broadband Expansion Grants – Service Addresses by County

Provider	Athens	Hocking	Meigs	Monroe	Morgan	Noble	Perry	Washington	Total Service Addresses (by provider)
Nelsonville TV Cable	736	635					246		1,617
New Era Broadband	4		1,167					6	1,177
AT&T	2,468	739		144			1,156	162	4,669
Ohio TT	4,752	179					2,291		7,222
Point Broadband	1738								1,738
Spectrum	3,964				726		1,890	1,353	7,933
Horizon/Chillicothe Telephone Co.	10,688	12,507							23,195
Windstream	33		42			4		3	82
Frontier North		313	509						822
South Central Power Company		5,513		4,554		198	3,817		14,082
Starry			22	1,661				83	1,766
Belmont Gig				1,165		1,603			2,768
Massillon TV Cable				125		146			271
Total Service Addresses (by county)*	24,383	19,886	1,740	7,649	726	1,951	9,400	1,607	67,342

*These totals may include some overlap/duplication between providers.

House Bill 2 of the 134th General Assembly, which created the Ohio Residential Broadband Expansion Grant Program, was signed into law by Governor DeWine on May 17, 2021. The program will award grants to internet service providers to fund the construction of broadband projects in unserved and underserved areas of the state. The program is administered by BroadbandOhio, a division of the Ohio Department of Development.

Eligible projects should provide service access of at least 25 Mbps download and 3 Mbps upload to residences in areas that do not have a provider that can supply that speed. Areas that have less than 10 Mbps download and 1 Mbps upload are considered unserved, areas that have between 10 Mbps and 25 Mbps download and 1 Mbps and 3 Mbps upload are considered tier one areas.

Application submissions opened September 6, 2021, with a deadline of November 8, 2021.

These are preliminary numbers based on the Residential Broadband Expansion Grant applications received by Broadband Ohio and are subject to the challenge process that is ongoing through January 12. The challenges will undergo a 30-day review process, followed by a final 30-day review period to determine project grant awards by BroadbandOhio. For more information, contact Ryan Collins, Broadband Coordinator: rcollins@buckeyehills.org or 740-336-2042.



**CONFLICTS OF INTEREST POLICY
FOR
REPRESENTATIVES AND MEMBERS OF BUCKEYE HILLS REGIONAL COUNCIL**

Article I

Purpose

The purpose of the conflict of interest policy is to protect the Buckeye Hills Regional Council (BHRC) interests as it is contemplating entering into a transaction or arrangement that might benefit the private interests of an officer, board/committee member, volunteer, consultant or other persons representing the interests of BHRC or that might result in a possible excess benefit transaction. This policy is intended to supplement, but not replace, any applicable state and federal laws governing conflicts of interest applicable to regional councils of government.

Article II

Definitions

1. Interested Person

Any person who represents the interests of BHRC and who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which BHRC has a transaction or arrangement,
- b. A compensation arrangement with BHRC or with any entity or individual with which BHRC has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which BHRC is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that have a value greater than \$25.00.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III

Procedures

1. Duty to Disclose

In connection with any actual, potential or perceived conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material

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facts to the directors and members of committees with governing board delegate powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

- a. An interested person may make a presentation at the governing board or committee meeting. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination as to whether a conflict of interest exists is discussed and voted upon.
- b. If it is determined that a conflict of interest exists, a further investigation process will ensue.

3. Procedures for Addressing the Conflict of Interest

- a. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- b. After exercising due diligence, the governing board or committee shall determine whether BHRC can obtain, with reasonable efforts, a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- c. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not constituting a conflict of interest, the governing board or committee shall determine, by a majority vote of the disinterested members, whether the transaction or arrangement is in BHRC's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or potential conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or potential conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV

Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in what may be determined to constitute an actual or potential conflict of interest,
- b. The nature of the financial interest,
- c. Any action taken to determine whether the financial interest constitutes a conflict of interest,
- d. The governing board or committee's decision as to whether a conflict of interest in fact existed.
- e. The names of the persons who were present for discussions and votes relating to the transaction or arrangement,
- f. The content of the discussion, including any alternatives to the proposed transaction or arrangement, and
- g. A record of any votes taken in connection with the proceedings.

Article V
Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from BHRC for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from BHRC for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from BHRC, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI
Annual Statements

Each officer, board/committee member, volunteer, consultant or other person representing the interests of BHRC shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy
- d. Understands that BHRC is a Regional Council of Governments under Chapter 167 of the Ohio Revised Code and is therefore exempt from federal income tax and that BHRC must operate in a manner in which to maintain its tax-exempt status.

Article VII
Periodic Reviews

To ensure BHRC operates in a manner consistent with its designated purposes, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to BHRC's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII
Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, BHRC may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.



**STATEMENT REGARDING THE CONFLICTS OF INTEREST POLICY
OF
BUCKEYE HILLS REGIONAL COUNCIL**

I, _____, Member of the Board of Directors of Buckeye Hills Regional Council, hereby state and affirm the following:

1. I have received a copy of the Conflicts of Interest Policy of the Buckeye Hills Regional Council (the Policy),
2. I have read and understand the Policy,
3. I agree to comply with the Policy.
4. I understand that BHRC is a Regional Council of Governments under Chapter 167 of the Ohio Revised Code and is therefore exempt from federal income tax and that BHRC must operate in a manner in which to maintain its tax-exempt status.

Have you identified any potential, existing, or perceived conflicts of interest? ____ Yes ____ No

If yes, please explain:

Please document the measures to be enacted to remedy the conflict:

Signature

Date



BUCKEYE HILLS REGIONAL COUNCIL CODE OF ETHICS FOR MEMBERS AND REPRESENTATIVES

Goal: To establish a set of principles and practices that will set parameters and provide guidance and direction for conduct and decision-making for the Buckeye Hills Regional Council's (BHRC) officers, board/committee members, volunteers, consultants and other persons representing the interests of BHRC.

Code: BHRC is committed to observing and promoting the highest standards of ethical conduct in the performance of its responsibilities. BHRC members and those that represent its interests pledge to accept this code as a minimum guideline for ethical conduct and shall:

Accountability

1. Faithfully abide by the Articles of Incorporation, by-laws and policies of BHRC.
2. Exercise reasonable care, good faith and due diligence in organizational affairs.
3. Fully disclose, at the earliest opportunity, information that may result in a potential, perceived or actual conflict of interest.
4. Fully disclose, at the earliest opportunity, information of fact that would have significance in board decision-making.
5. Remain accountable for prudent fiscal management to the Agency, the board, and to government and funding bodies.

Professional Excellence

1. Maintain a professional level of courtesy, respect, and objectivity in all Agency activities.
2. Strive to uphold, and assist other BHRC members in upholding, the highest standards of conduct.

Personal Gain

1. Exercise the powers invested for the good of all members of BHRC and the region rather than for personal benefit, or for the sole benefit of the individual organization he/she represents.

Equal Opportunity

1. Ensure the right of all BHRC members to appropriate and effective services without discrimination on the basis of geography, political, religious, or socio-economical characteristics of the state or region represented.
2. Ensure the right of all BHRC members to appropriate and effective services without discrimination on the basis of the organization's volunteer or staff make-up in respect to gender, sexual orientation, national origin, race, religion, age, political affiliation or disability, in accordance with all applicable legal and regulatory requirements.

Confidential Information

1. Respect the confidentiality of sensitive information acquired through service on the Board or a committee.

Collaboration and Cooperation

1. Respect the diversity of opinions as expressed by BHRC members, and formally register dissent as appropriate.
2. Promote collaboration, cooperation, and partnership among BHRC members.



**STATEMENT REGARDING THE CODE OF ETHICS
OF
BUCKEYE HILLS REGIONAL COUNCIL**

I, _____, as a member representing the interests of Buckeye Hills Regional Council, hereby state and affirm the following:

1. I have received a copy of the Code of Ethics Policy of Buckeye Hills Regional Council (the Policy),
2. I have read and understand the Policy,
3. I agree to comply with the Policy, and
4. I understand if my conduct, as determined by the Board of Directors of Buckeye Hills Regional Council, is detrimental to the best interests of the Agency, I may be suspended or expelled from membership of the Agency after being given notice of the intent of the Board to suspend or expel me and being afforded an opportunity for a hearing before the Board.

Signature

Date