

**UNION COUNTY ONEOHIO**  
**Local Board Meeting**  
**September 5, 2024**

**Attendance:**

Dave Burke, Union County Commissioner; Adam Negley, Executive Director, Mental Health & Recovery Board, Union County; Jamie Patton, Union County Sheriff; Terry Emery, City of Marysville City Manager; Letitia Rayl, Assistant County Administrator/Budget Officer; Thayne Gray, Assistant Prosecuting Attorney; Amy Wesley, Chief Accounting Officer; Stephen Badenhop, Records Manager/Archivist; Mike Justice, citizen; and Mallory Lehman, Assistant Clerk to the Board of County Commissioners.

Commissioner Burke called the meeting to order at 9:30 a.m.

\*Commissioner Burke stated this local board is going to be used for grant allocations. The purpose of this meeting is to set the framework of what this board will be doing.

\*Mr. Negley stated there needs to be discussions on what the priorities are in the community.

\*Mr. Patton stated funding established programs should be looked at as a priority for funding instead of creating another program.

\*Commissioner Burke stated the board will consist of a County Commissioner, the City Manager or designee, Sheriff of designee, Mental Health and Recovery Board President, and the President of County Townships. This Board will be in place for 30 years.

\*Mr. Badenhop asked where the records would be kept.

\*Commissioner Burke stated records will be kept in the Commissioners Office.

\*Ms. Rayl asked if there would need to be voting members to take action to allow expenditures.

\*Ms. Wesley stated, for the Auditor's Office to administer funds, there will need to be something stating action was taken.

\*Mr. Negley stated the simpler the grant application the better.

\*Commissioner Burke stated the next meeting will be held on Thursday, October 3, 2024, at 9:30 a.m.

Commissioner Burke adjourned the meeting at 10:17 a.m.

**UNION COUNTY ONEOHIO**  
**Local Governance Committee Meeting**  
**October 3, 2024**

**Attendance:**

Dave Burke, Union County Commissioner; Adam Negley, Executive Director, Mental Health & Recovery Board, Union County; Stephen Badenhop, Records Manager/Archivist; Terry Emery, City of Marysville City Manager; Thayne Gray, Assistant Prosecutor; Letitia Rayl, Assistant County Administrator/Budget Officer; and Mallory Lehman, Assistant Clerk to the Board of County Commissioners.

\*Commissioner Burke reviewed the changes that were made to the Grant Funding Priorities. He stated Mr. Negley was the only one who submitted changes, but everyone at the last meeting had the ability to review and make changes as well.

\*Mr. Negley stated these funds should be used for new programs or enhance already existing programs. They cannot be used to supplant existing funds.

\*Commissioner Burke asked if the Grant Cycle Scoring Rubric needed to be out of 100 points instead of the 80 with Mr. Negley's suggested changes.

\*Ms. Rayl suggested noting the score is out of 80, not 100, so grant applicants are not confused.

\*Commissioner Burke asked who would be receiving the emails from [UCOneOhio@unoincountyohio.gov](mailto:UCOneOhio@unoincountyohio.gov).

\*Ms. Lehman stated Commissioner Burke, Ms. Rayl, and herself are receiving them, but that can be changed at any time.

\*Mr. Negley stated the state board has not defined what their grant cycle is. They have only released one round of funding, but the payments are on an annual cycle.

\*Commissioner Burke stated there will likely be smaller grants awarded in Union County, and there would need to be annual meetings to keep everything balanced and up to date.

\*Mr. Negley reviewed his draft for the OneOhio grant application.

\*Ms. Rayl suggested adding insurance verification and proper licensure requirements to the grant application.

\*Mr. Badenhop stated a cover sheet for the grant applications will help keep things organized and easier for review. He provided an example cover page.

\*Mr. Badenhop reviewed his draft of the records retention schedule.

\*Commissioner Burke stated he would like all documents for this committee to be approved by October 23, 2024.