



COUNTY COMMISSIONERS CLERKS  
AND  
ENGINEERS' ADMINISTRATIVE PROFESSIONALS  
ASSOCIATION OF OHIO

WINTER CONFERENCE MEETING MINUTES

December 8, 2023'

Hilton Columbus Downtown

The Executive Board meeting called to order at 10:18 a.m. by President Theresa Elder. Theresa thanked everyone for attending the meeting.

Roll Call of Counties, Kim Christian, Vice President.

The following Counties and Offices were represented:

Ashtabula: 1-Comm. & 1-Eng.  
Athens: 2-Comm. & 1-Eng.  
Belmont: 1-Comm. & 1-Eng.  
Brown: 2-Comm.  
Carroll: 2-Comm.  
Clinton: 2-Eng.  
Delaware: 1-Eng.  
Franklin: 2-Comm.  
Highland: 2-Eng.

Huron: 2-Comm.  
Licking: 2-Eng.  
Miami: 1-Comm.  
Montgomery: 1-Eng.  
Ottawa: 1-Comm. & 1-Eng.  
Pickaway: 2-Eng.  
Richland: 1-Comm.  
Union: 3-Eng.  
Vinton: 1-Eng.

SUMMARY:

17 total counties represented; with 15 from Commissioners' offices, and 18 from Engineers' offices. A Total of 33 Representatives.

SECRETARY:

Emily Bradford reviewed the August 18, 2023 meeting minutes and asked for a Motion; *Lisa Hawkins made the Motion - seconded – all in favor - the Motion passes.*

TREASURER:

Jennifer Johns requested a Motion to pay two (2) expenditures (Donuts & Supplies); *Tina Molnar made the Motion - seconded – all in favor - the Motion passes.*

*Jenifer Johns requested a Motion to pay a pending bills; Jenny Griffin made the Motion - seconded - all in favor – the Motion passes.*

Jennifer Johns reviewed the Treasurer's Report and requested a Motion to accept; JoAnn Rockhold made the Motion – seconded – the Motion passes.

CEAO Update:

Amy Lowe provided current information.



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Presidential Notes:

Theresa Elder presented the second reading of proposed changes to the organization's Bylaws and requested a Motion. *Tina Molnar made the Motion to accept the changes – seconded – the Motion Passes.*

**COMMITTEE REPORTS**

Board Development: No Report.

CCAO / CEOA Liaisons: No Report.

Historian: Stephany Crist provided a written report affixed herein.

Hospitality: No Report.

Events Committee: Lee Bodnar provided a written report affixed herein.

Technology: Website – No Report. Google Group – Tina Molnar reported over 170 current users.

Membership / Publications: No Report.

Past President: April Gonzales was unable to attend.

Old Business: Nothing.

New Business: Discussion on Website Design & Development with TCS Software – Lee Bodnar made the Motion to approve payment for the website design & development – seconded – the Motion passes.

Nominations of 2024 CCC/EAPA Officers:

*Lisa Hawkins made the Motion for the following slate;*

President - Emily Bradford, Montgomery County Commissioners

Vice President/Secretary – Lee Bodnar, Delaware County Engineer's Office

Treasurer – Sarah Beath, Brown County Commissioners

*seconded – the Motion Passes.*



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Installation of all Officers was conducted by the Honorable Judy Dodge, Montgomery County Commissioner.

New President's Comments: Emily Bradford provided information of the 2024 Meeting Dates and Upcoming Regional Training Schedule.

Presentation of the Past President's Pin by Tina Molnar.

Past President's Comments: Theresa Elder provided words of thanks and encouragement to all.

Tina Molnar Motioned to adjourn the meeting at 11:15 a.m.

(As Submitted by Lee R. Bodnar)



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October 13, 2023 through December 8, 2023 -- TREASURER'S REPORT

Submitted December 8, 2023 by: Jennifer Johns

CHECKING ACCOUNT- Huntington Free Business Checking Account

Carried forward from: 10/13/2023 \$ 3,997.15

Last Check # Reported Used: 466

EXPENDITURES:

<u>DATE</u>	<u>CHECK NO.</u>	<u>DESCRIPTION</u>	<u>CLEARED BANK</u>	<u>AMOUNT</u>
10/25/2023		Web Site Hosting	\$	83.40

Total Expenditures: \$ 83.40

CREDITS / RECEIPTS:

Total Credits / Receipts: \$ -

CHECKING ACCOUNT BALANCE \$ 3,913.75

OUTSTANDING CHECKS / DEPOSITS:

Total of Outstanding Checks \$ -

CHECKING ACCOUNT BALANCE December 8, 2023 \$ 3,913.75

BILLS PRESENTED FOR PAYMENT:

Amount	Date of Expense	Reason	Payable to	Approve / Disapprove	Payment Method
\$36.00	7/21/2023	Donuts for meeting	Tina Molnar	Approve	check
\$55.24	11/20/2023	Supplies for Winter Conference	Jo Ann Sikorski		check

ACCOUNTS RECEIVABLE:

Amount	Date of Submission	Reason	Account	Date Payment Rec'd	Payment Method

## EVENT COMMITTEE REPORT

December 8, 2023

(Submitted by Lee Bodnar)

### 2023 Recap:

1. Delaware County (April 14)
  - DELCO Water Plant
  - Legislative Update Via Telephone
  - Drone Presentation
  - Tour of the Water Plant
  - 30 in Attendance.
  
2. Ottawa County (July 21)
  - Danbury Twp. Fire Dept.
  - Ohio Performance Audits
  - History of the CCC-EAPA
  - CCAO / CEAO Update
  - Tour of the Fire Station
  - 17 in Attendance.
  
3. Franklin County (August 18)
  - County Forensic Science Center
  - Presentation by County Engineer
  - CCAO / CEAO Update
  - County Administrator & Hearing Room
  - Tour of Forensic Science Center
  - 27 in Attendance.
  
4. Tuscarawas County (September 22)
  - Meeting Cancelled

## 2023 Historian Report

It was a pleasure to serve as the Historian for 2023. It was my first year to complete a term on the County Commissioners' Clerks and Engineers' Administrative Professionals Association Executive Board and I wanted to say thank you to all those who helped me become familiar with my role. Being part of this group has been a tremendous help in my work day. I have been provided help that I did not even realize that I needed. CCC-EAPA is one of my most highly utilized resources. Thank you to everyone who has responded to the google group issues, provided assistance in person, and for being willing to discuss all of the difficulties that we all experience day to day.

My primary responsibility is to assist this group in honoring and recognizing those who are retiring. For 2023 the following members have or will retire by December 31st from their positions:

Ronda	Conrad	Union County
Amy	Hutchinson	Portage County
Janet	Schmerg	Shelby County
Rosie	Casey	Galia County
Karen	Kern	Preble County
Tina	Osborne	Warren County

If you or someone in your office plans to retire and they are a member of this group, please send me the following: Date of Retirement, Home Mailing Address, and the County. It is never too late to let us know. We want to acknowledge everyone and thank them for their time and commitment to the CCC-EAPA.



Stephany Crist, CCC-EAPA Historian  
Belmont County Engineer's Office  
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