

Department Head Meeting Agenda

Meeting Date and Time: August 16, 2013 @ 9:30 a.m.
Meeting Location: Commissioners' Hearing Rm, 5th Floor, Co. Office Bldg.
Convener: Joe Fawcett, Assistant County Administrator

Announcement Items

Monthly Safety Subject	September: Portable Fire Extinguishers Hazard Communication Standard: MSDS changes to global SDS BWC Safety Intervention Grants Available
Insurance Update	Annual Eligibility Certification Process (Spousal/Dependents): 8/15 - 9/15 Mandatory Wellness Screenings for New Enrollees HIPAA Privacy Practices Update: Breach Notification Responsibilities
Wellness Update	Measure-Up Challenge: ends 8/25 Summer Swim: Reimbursement forms due by 9/15 Get Five Challenge: Begins 9/9 BCCA Drive: 9/17 www.feeditforward.org - Sponsor Code: woodcoemployees 2014 Plan Design Survey
Training Update	HIPAA Training: 8/21 @ 9:30 in BCC Hearing Room Managers' Training: 9/25 @ 9-11:30 and 1:30-4
United Way Campaign	Campaign Materials to Departments in September Chili Cook-off: 10/30 Atrium -- 10/4 entry deadline
Budget Update	

Special Presentation

Economic Summary: Wade Gottschalk

Two Minute Drill

Next Meeting Date

September 20, 2013 9:30 a.m. Commissioners' Hearing Room

Board of County Commissioners

James F. Carter Doris I. Herringshaw, Ed.D. Joel M. Kuhlman



SUMMARY OF DISCUSSION

A meeting of the Department Heads was held on August 16, 2013, in the Commissioners' Hearing Room with the following persons present:

Elected Official/Office/Department Representatives

Dana Nemeth	Wade Gottschalk	Michael Fuller	Dave Steiner	Pam Shumaker	Brenda Ransom
Suzette Hall	Cary Williams	Tim Brown	Tom Chidester	Tim Hainen	Frank McLaughlin
Jessica Sautter	Pamela Butler	Ben Hendricks	Janese Diem	Pamela Boyer	Joe Fawcett

Announcements

Joe Fawcett began the meeting and welcomed Michael Fuller, the new assistant director at Job and Family Services.

Monthly Safety Topic: September – Portable Fire Extinguishers: Joe noted that information on the Monthly Safety Topic will be forthcoming. Department Heads were asked to share this information at their next staff meeting. A handout regarding changes to the Hazard Communication Standard was distributed, noting the renaming of the Material Safety Data Sheets (MSDS) to Safety Data Sheets (SDS). Also noted were Safety Intervention Grants available through the Bureau of Workers' Compensation to help mitigate workers' compensation claims. Contact Steve Puffer for additional information.

Insurance Update: Forms for the Annual Eligibility Certification Process for spouses and dependants are due back from employees on September 16. Pam reported that some employees are not showing up for their mandatory wellness screenings. She encouraged departments to permit employees to attend on County time. An employee who does not attend could be charged with insubordination, as a directive was given for the mandatory screening. Pam also reminded attendees to report any breach in confidentiality under HIPAA to her as she is the HIPAA compliance officer. If a group rep changes within a department, that rep must be trained prior to receiving any HIPAA protected information. Contact Pam for additional information.

Wellness Update: The Measure-Up Challenge runs through August 25. An eight-week Get Five challenge begins on September 9 and focuses eating a variety of fruits and vegetables. The Summer Swim reimbursement form is due on September 15. The reimbursement form is available online. A blood drive is scheduled for September 11 in the Courthouse Complex Atrium. Employees may register at www.redcrossblood.org using Sponsor Code: woodcoemployees. The Wellness Subcommittee will be distributing a survey to employees to assist with the 2104 Wellness Programs. An email will be sent in the coming week seeking input.

Training Update: HIPAA training is scheduled for August 21 at 9:30 a.m. in the Commissioners' Hearing Room. This session is for insurance group reps and others who may be exposed to HIPAA protected information. Managers' training is scheduled for Wednesday, September 25, with two repeat sessions available. Registration information will be forthcoming.

United Way Campaign: Campaign materials for the 2013 United Way Campaign will be distributed in the coming weeks. Timing will be based on when the completed pledge cards are received back from the United Way. The Chili Cook-off is scheduled for October 30 in the Courthouse Complex Atrium. Chili entries are being accepted through October 4. Entry forms are available in the summer edition of the employee newsletter.

Budget Update: Joe noted that requests for appropriations will be sent in the next few weeks. Meetings to discuss appropriations with the Commissioners will be scheduled in October. Joe also noted no major changes in the sales tax or investment income from the past month.

Performance Reviews: Pam provided a reminder to Commissioners' Department Heads regarding performance reviews. They should be scheduled in the coming weeks as Andrew will be conducting their annual reviews in September. The Performance Review form will be updated on the employee website and a reminder email will be sent out next week.

Special Presentation

Economic Summary: Wade Gottschalk, Economic Development Executive Director, provided a brief overview of the national economic picture. He presented a PowerPoint with graphs and statistics highlighting areas of job creation and manufacturing. A copy of the presentation is attached.

Two Minute Drill

Pam Butler (Health District) provided a quality of life survey that is being conducted by the Health District. She encouraged all employees to complete the on-line survey by mid-September.

Pam Shumaker (ADAMHS) noted that Sandra Bloom, an international expert on trauma, will be the speaker at a conference on October 21 at BGSU. This also coincides with their annual dinner that evening where a representative from the Sanctuary Institute (started by Dr. Bloom) will be the guest speaker.

Dana Nemeth (Historical Museum and Center) announced that the Living History Day is on August 25. More details on this event and other happenings at the Center are available on their website.

The next Department Head meeting will be held in the Commissioners' Hearing Room on *September 20, 2013, at 9:30 a.m.*

cc: BCC Elected Officials and Department Heads
Steve Spirn file

OSHA[®] FactSheet

December 1st, 2013 Training Requirements for the Revised Hazard Communication Standard

OSHA revised its Hazard Communication Standard (HCS) to align with the United Nations' Globally Harmonized System of Classification and Labeling of Chemicals (GHS) and published it in the Federal Register in March 2012 (77 FR 17574). Two significant changes contained in the revised standard require the use of new labeling elements and a standardized format for Safety Data Sheets (SDSs), formerly known as, Material Safety Data Sheets (MSDSs). The new label elements and SDS requirements will improve worker understanding of the hazards associated with the chemicals in their workplace. To help companies comply with the revised standard, OSHA is phasing in the specific requirements over several years (December 1, 2013 to June 1, 2016).

The first compliance date of the revised HCS is December 1, 2013. By that time employers must have trained their workers on the new label elements and the SDS format. This training is needed early in the transition process since workers are already beginning to see the new labels and SDSs on the chemicals in their workplace. To ensure employees have the information they need to better protect themselves from chemical hazards in the workplace during the transition period, it is critical that employees understand the new label and SDS formats.

The list below contains the minimum required topics for the training that must be completed by December 1, 2013.

- Training on label elements must include information on:
 - Type of information the employee would expect to see on the new labels, including the
 - ✓ **Product identifier:** how the hazardous chemical is identified. This can be (but is not limited to) the chemical name, code number or batch number. The manufacturer, importer or distributor can decide the appropriate product identifier. The same product identifier must be both on the label and in Section 1 of the SDS (Identification).
 - ✓ **Signal word:** used to indicate the relative level of severity of hazard and alert the reader to a potential hazard on the label. There are only two signal words, "Danger"

and "Warning." Within a specific hazard class, "Danger" is used for the more severe hazards and "Warning" is used for the less severe hazards. There will only be one signal word on the label no matter how many hazards a chemical may have. If one of the hazards warrants a "Danger" signal word and another warrants the signal word "Warning," then only "Danger" should appear on the label.

- ✓ **Pictogram:** OSHA's required pictograms must be in the shape of a square set at a point and include a black hazard symbol on a white background with a red frame sufficiently wide enough to be clearly visible. A square red frame set at a point without a hazard symbol is not a pictogram and is not permitted on the label. OSHA has designated eight pictograms under this standard for application to a hazard category.
- ✓ **Hazard statement(s):** describe the nature of the hazard(s) of a chemical, including, where appropriate, the degree of hazard. For example: "Causes damage to kidneys through prolonged or repeated exposure when absorbed through the skin." All of the applicable hazard statements must appear on the label. Hazard statements may be combined where appropriate to reduce redundancies and improve readability. The hazard statements are specific to the hazard

classification categories, and chemical users should always see the same statement for the same hazards, no matter what the chemical is or who produces it.

- ✓ **Precautionary statement(s):** means a phrase that describes recommended measures that should be taken to minimize or prevent adverse effects resulting from exposure to a hazardous chemical or improper storage or handling.
- ✓ **Name, address and phone number of the chemical manufacturer, distributor, or importer**
- How an employee might use the labels in the workplace. For example,
 - ✓ Explain how information on the label can be used to ensure proper storage of hazardous chemicals.
 - ✓ Explain how the information on the label might be used to quickly locate information on first aid when needed by employees or emergency personnel.
- General understanding of how the elements work together on a label. For example,
 - ✓ Explain that where a chemical has multiple hazards, different pictograms are used to identify the various hazards. The employee should expect to see the appropriate pictogram for the corresponding hazard class.
 - ✓ Explain that when there are similar precautionary statements, the one providing the most protective information will be included on the label.
- Training on the format of the SDS must include information on:
 - Standardized 16-section format, including the type of information found in the various sections

✓ For example, the employee should be instructed that with the new format, Section 8 (Exposure Controls/Personal Protection) will always contain information about exposure limits, engineering controls and ways to protect yourself, including personal protective equipment.

- How the information on the label is related to the SDS
 - ✓ For example, explain that the precautionary statements would be the same on the label and on the SDS.

As referenced in Dr. Michaels' OSHA Training Standards Policy Statement (April 28, 2010) – with all training, OSHA requires employers to present information in a manner and language that their employees can understand. If employers customarily need to communicate work instructions or other workplace information to employees in a language other than English, they will also need to provide safety and health training to employees in the same manner. Similarly, if the employee's vocabulary is limited, the training must account for that limitation. By the same token, if employees are not literate, telling them to read training materials will not satisfy the employer's training obligation.

OSHA's Hazard Communication website (<http://www.osha.gov/dsg/hazcom/index.html>) has the following QuickCards and OSHA Briefs to assist employers with the required training.

- Label QuickCard (English/Spanish)
- Pictogram QuickCard (English/Spanish)
- Safety Data Sheet QuickCard (English) (Spanish)
- Safety Data Sheet OSHA Brief
- Label/Pictogram OSHA Brief (to come)

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.

For assistance, contact us. We can help. It's confidential.



U.S. Department of Labor
www.osha.gov (800) 321-OSHA (6742)

Wood County Quality of Life Questions

The questions below will be collected in an online survey at the following link:

<https://www.surveymonkey.com/s/7BSZ3QQ>

Please disseminate the survey link to as many contacts throughout Wood County as possible.

Please consider sending this to any Boards, groups, or list serves that you are a part of.

Explore the following issues for each question:

1. What is the preferred future?
2. What is the current reality?
3. What are the gaps, leverage points, or strategic opportunities?

Quality of Life Questions	
1. What is your age?	
2. What is the highest grade or year of school you completed? <input type="checkbox"/> Never attended school or only attended kindergarten <input type="checkbox"/> Elementary <input type="checkbox"/> Some high school <input type="checkbox"/> High school <input type="checkbox"/> Some college or technical school <input type="checkbox"/> College graduate	
	Likert Scale Responses (1 to 5, with 5 being most positive)
3. Are you satisfied with the quality of life in our community? (Consider your sense of safety, well-being, participation in community life and associations, etc.) [IOM, 1997]	
4. Are you satisfied with the health care system in the community? (Consider access, cost, availability, quality, options in health care, etc.)	
5. Is this community a good place to raise children? (Consider school quality, day care, after school programs, recreation, etc.)	
6. Is this community a good place to grow old? (Consider elder-friendly housing, transportation to medical services, churches, shopping; elder day care, social support for the elderly living alone, meals on wheels, etc.)	
7. Is there economic opportunity in the community? (Consider locally owned and operated businesses, jobs with career growth, job training/higher education opportunities, affordable housing, reasonable commute, etc.)	
8. Is the community a safe place to live? (Consider residents' perceptions of safety in the home, the workplace, schools, playgrounds, parks, the mall. Do neighbors know and trust one another? Do they look out for one another?)	
9. Are there networks of support for individuals and families (neighbors, support groups, faith community outreach, agencies, organizations) during times of stress and need?	

10. Do all individuals and groups have the opportunity to contribute to and participate in the community's quality of life?	
11. Do all residents perceive that they — individually and collectively — can make the community a better place to live?	
12. Are community assets broad-based and multi-sectoral? (Do they involve participation or support to solve community problems, promote system change, and enhance community well-being?)	
13. Are levels of mutual trust and respect increasing among community partners as they participate in collaborative activities to achieve shared community goals?	
14. Is there an active sense of civic responsibility and engagement, and of civic pride in shared accomplishments? (Are citizens working towards the betterment of their community to improve life for all citizens?)	
<p>15. We thank you for your participation! If you would like to be entered to win a gift card, please submit the following information:</p> <p>Name:</p> <p>Phone #:</p>	

Economic Summary

August 16, 2013

Wade Gottschalk

Executive Director

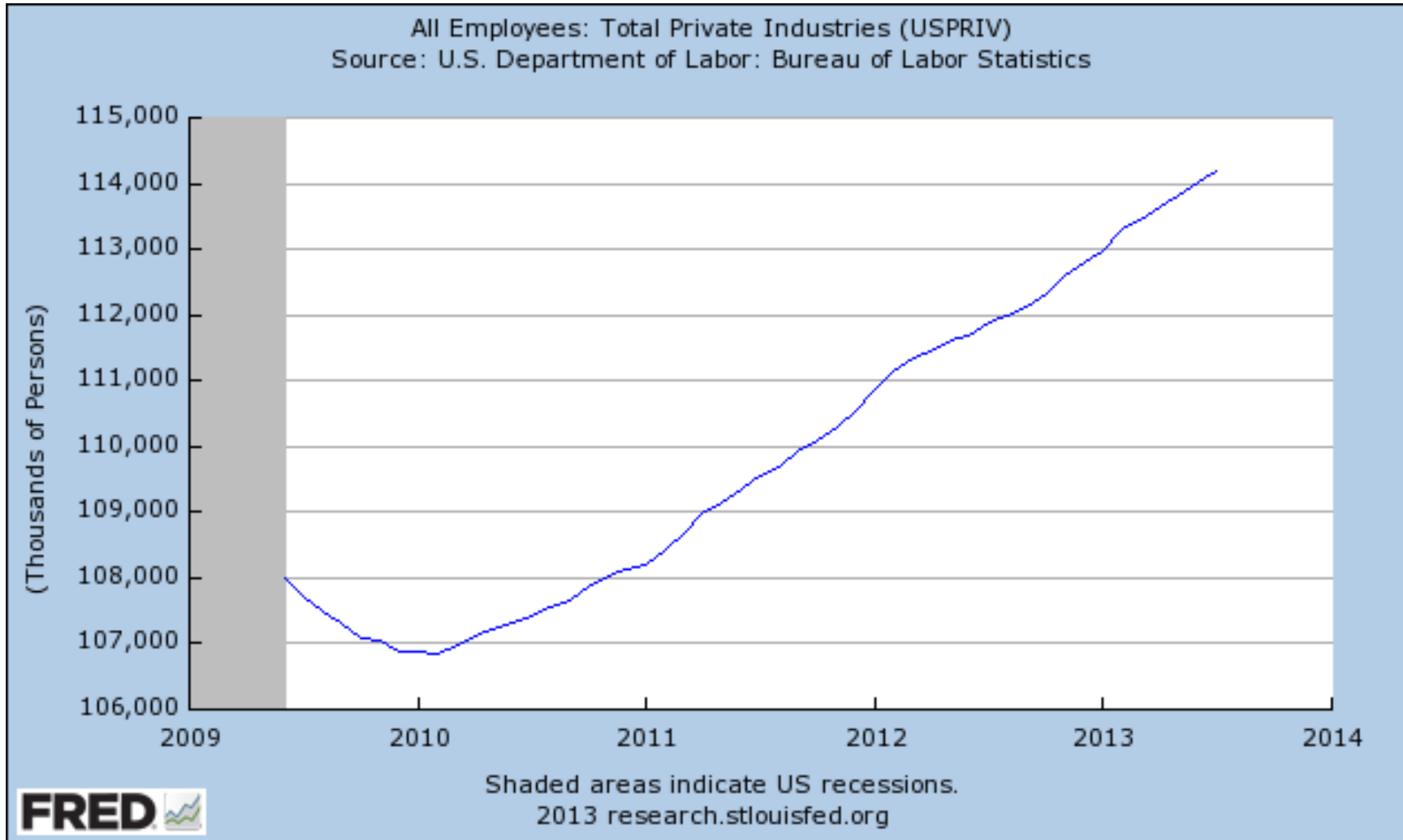
Wood County Economic Development

The Macro Data

Separating Fact From Fiction

Private Job Creation

+2,315,000 since last July



The “New Normal”

It's Not New

Private Job Creation

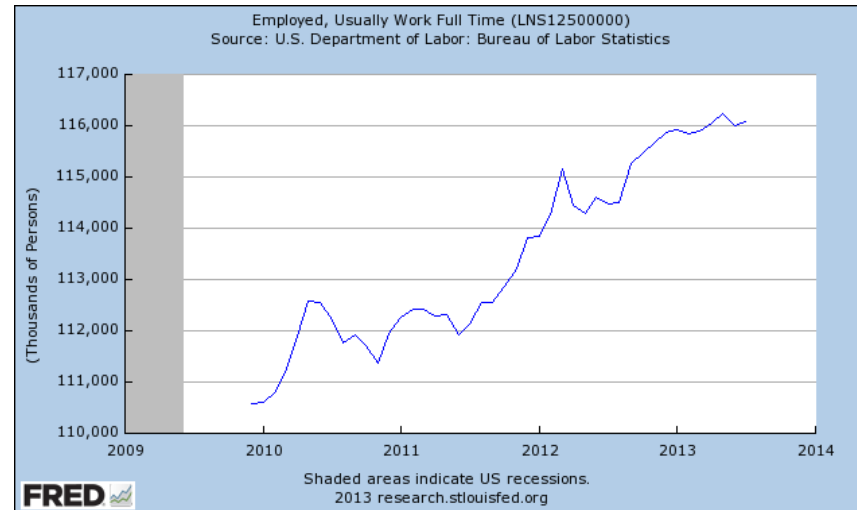
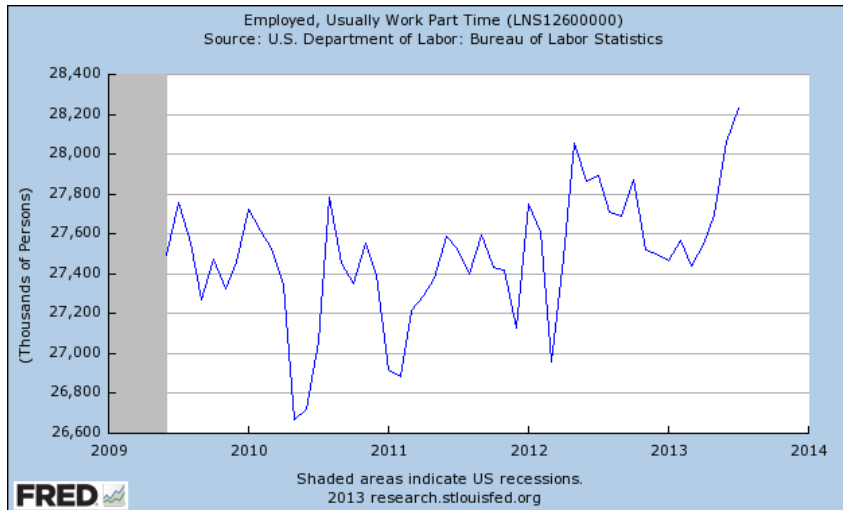
- 2,420,000
- 2,298,000
- 2,247,000
- 1,872,000
- 1,862,000
- 1,680,000
- 1,235,000
- 827,000
- 104,000
- -765,000
- -2,308,000
- -3,797,000
- -4,976,000

Year

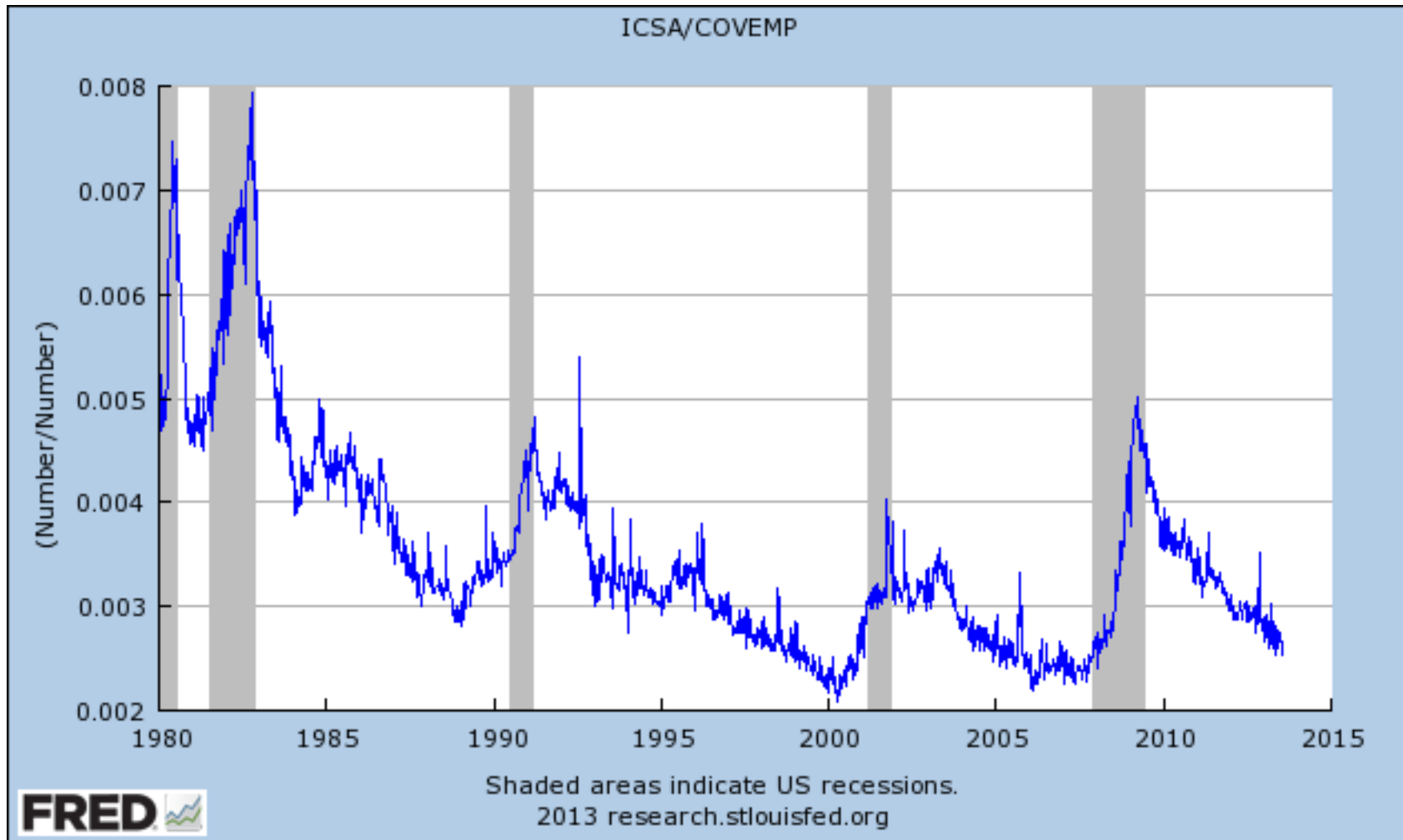
- 2011
- 2005
- 2012
- 2004
- 2006
- 2000
- 2010
- 2007
- 2003
- 2002
- 2001
- 2008
- 2009

It's Not Just Part-Time Workers

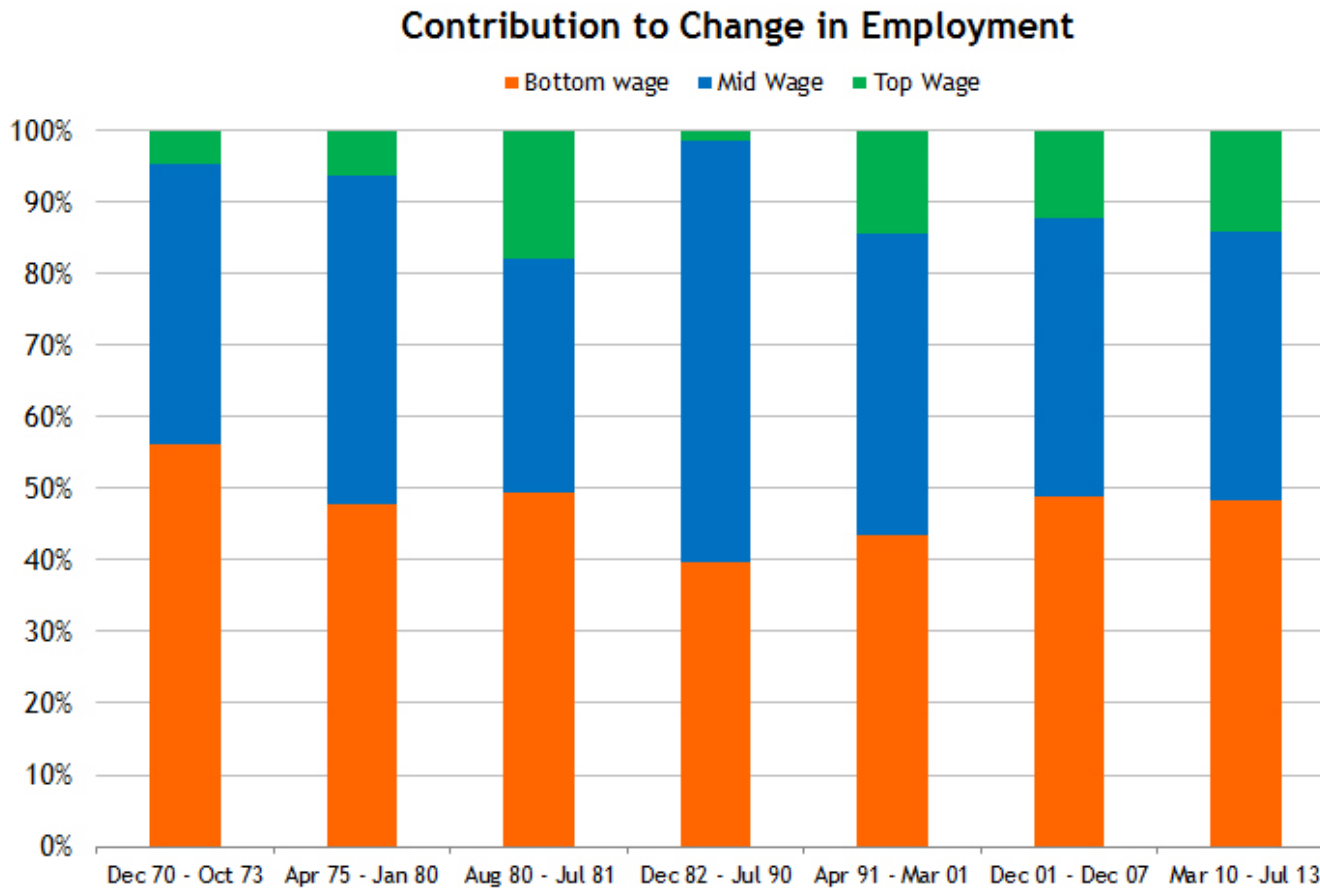
+87.7% of the jobs created have been full time



Unemployment Claims Are Way Down



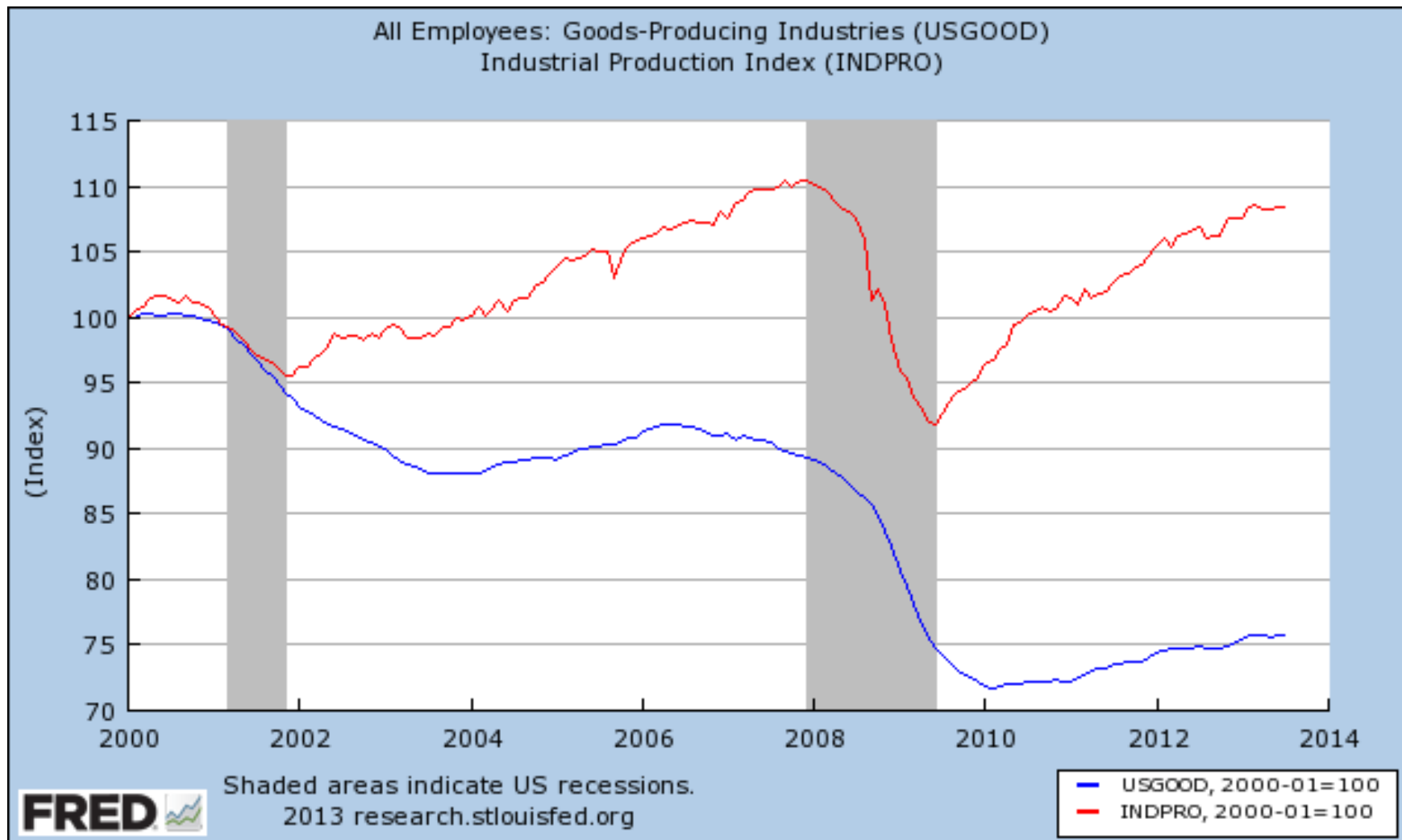
They Aren't Low Paying Jobs Either



Source: U.S. Bureau of Labor Statistics

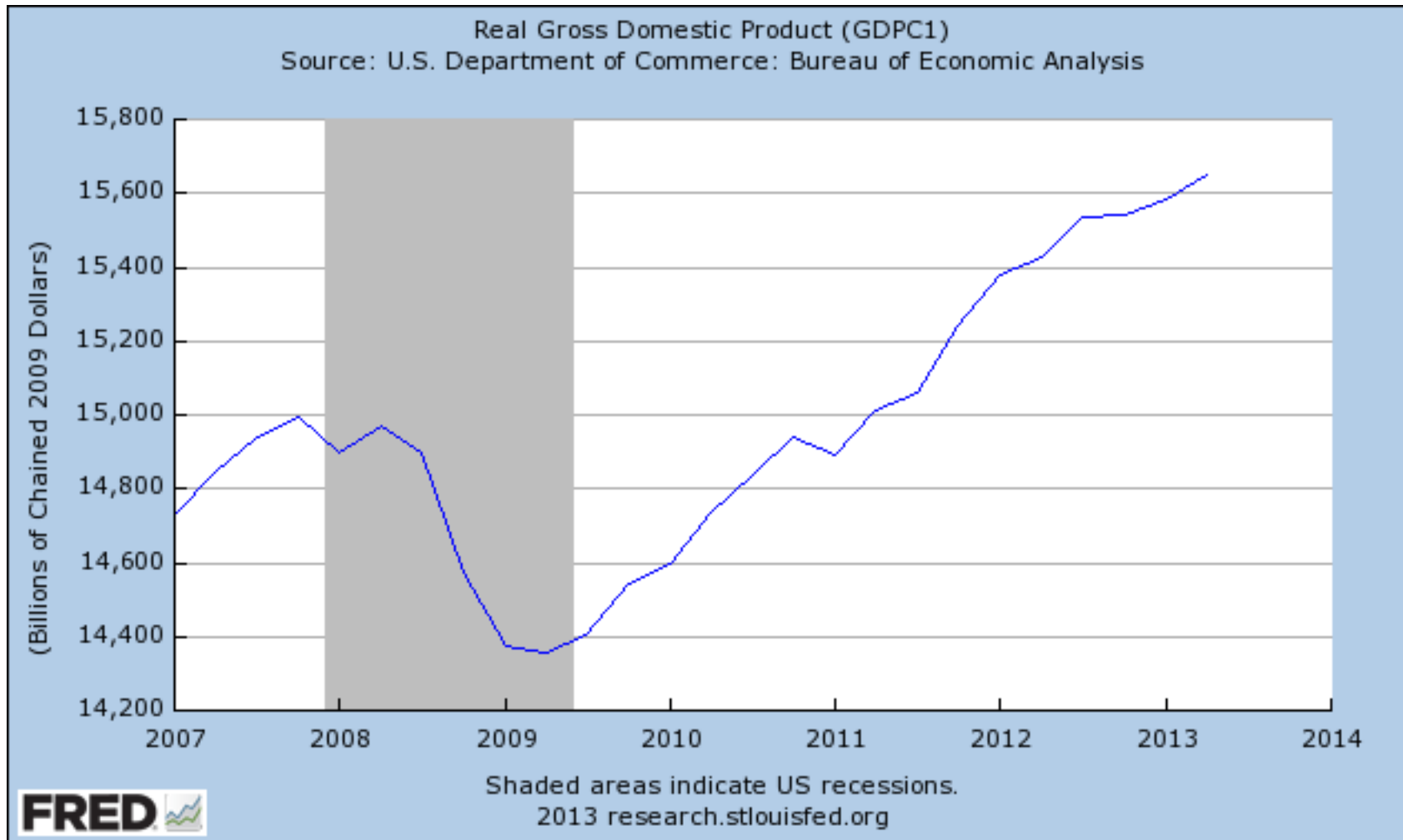
The Manufacturing Resurgence?

Not in employees



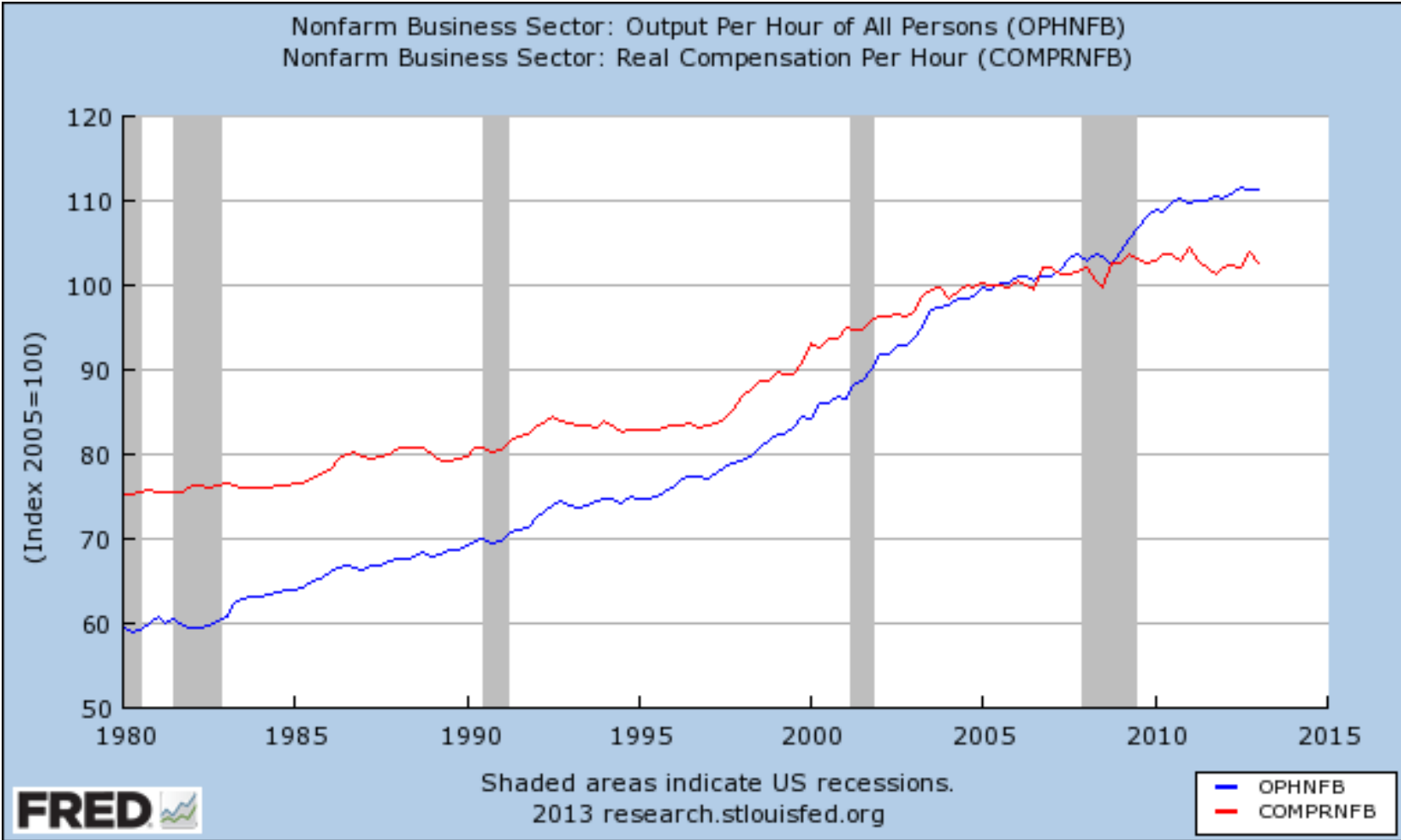
GDP

$$C+I+(Ex-Im)+G$$



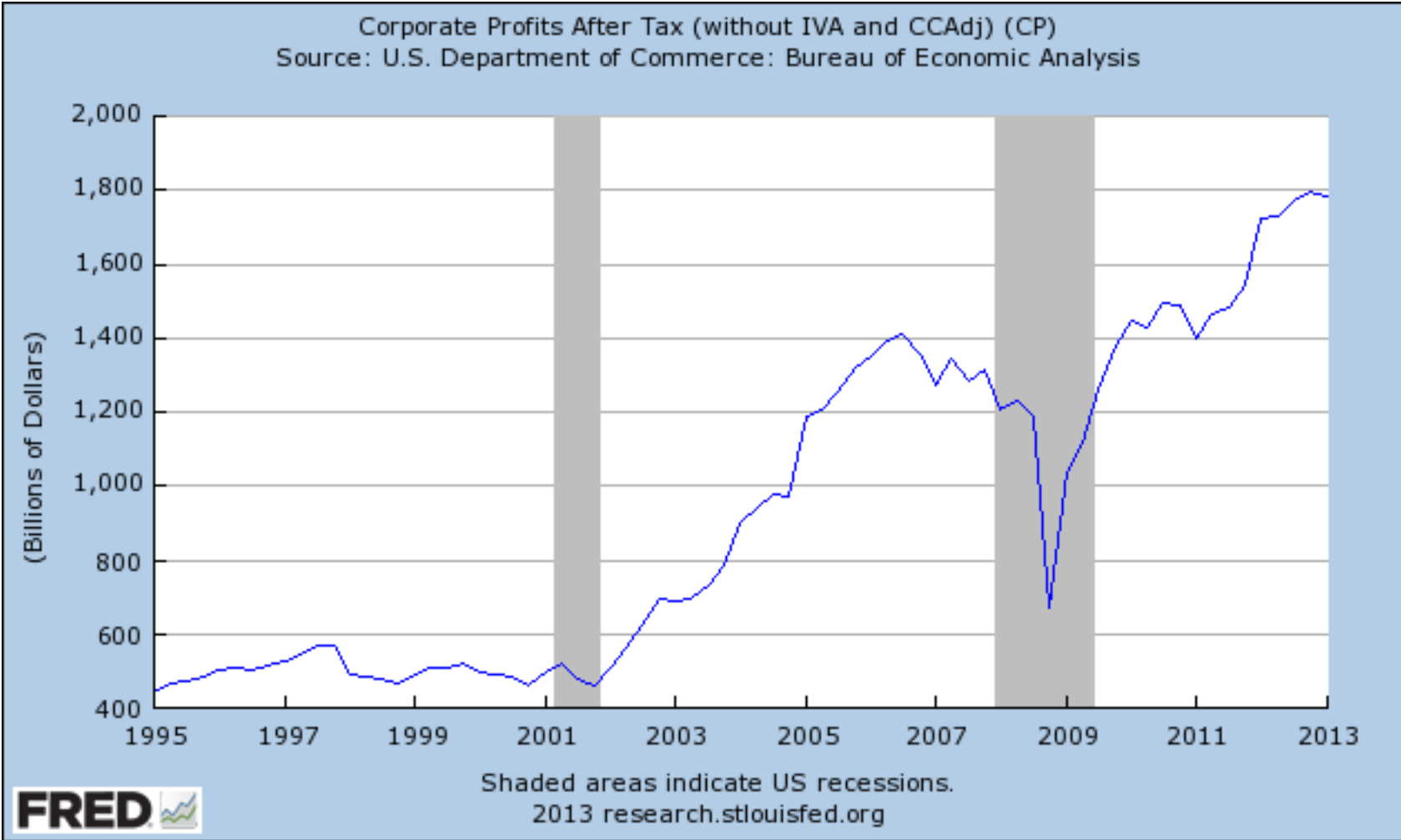
Productivity vs. Wages

A Broken Relationship



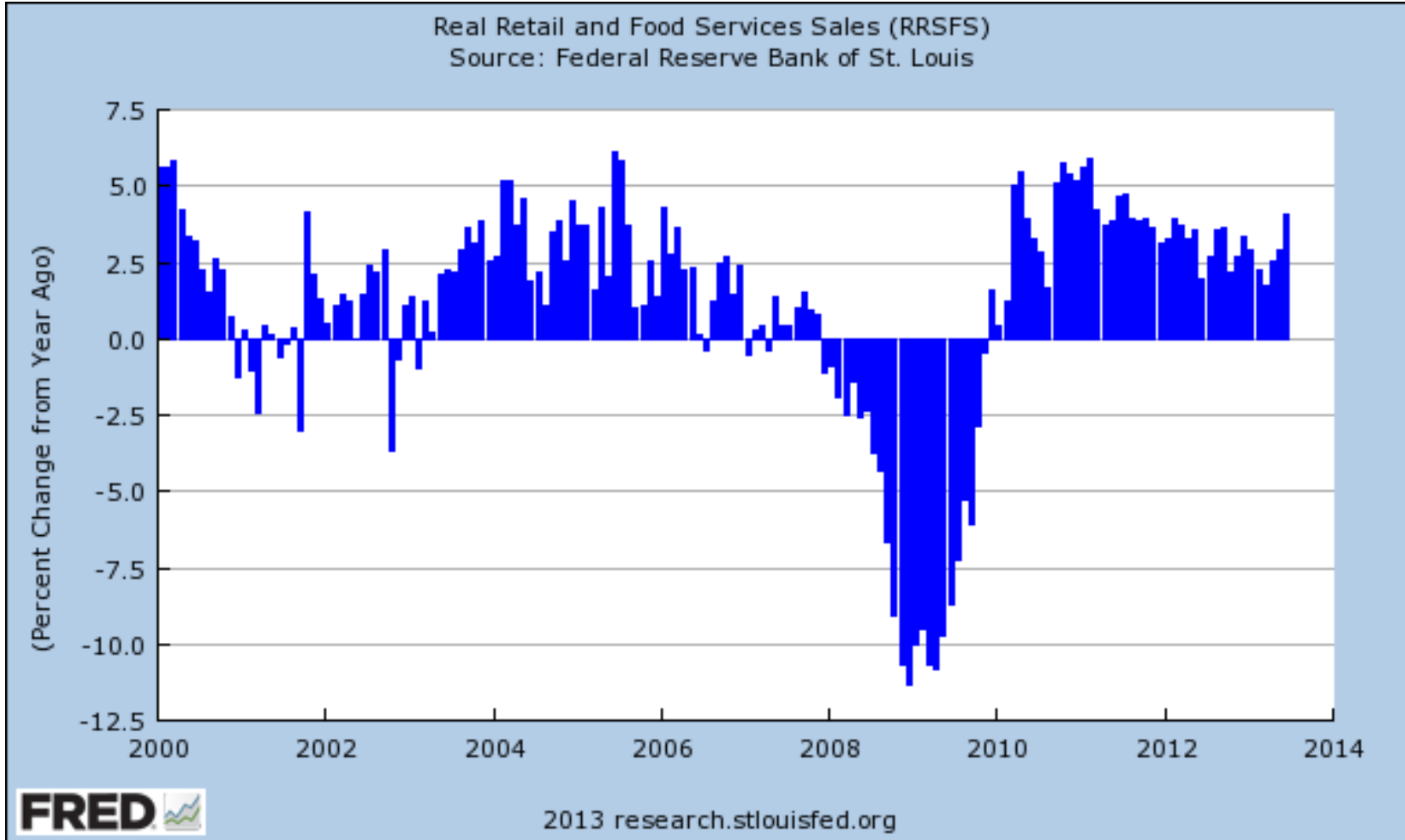
Corporate Profits

+4.7% YoY



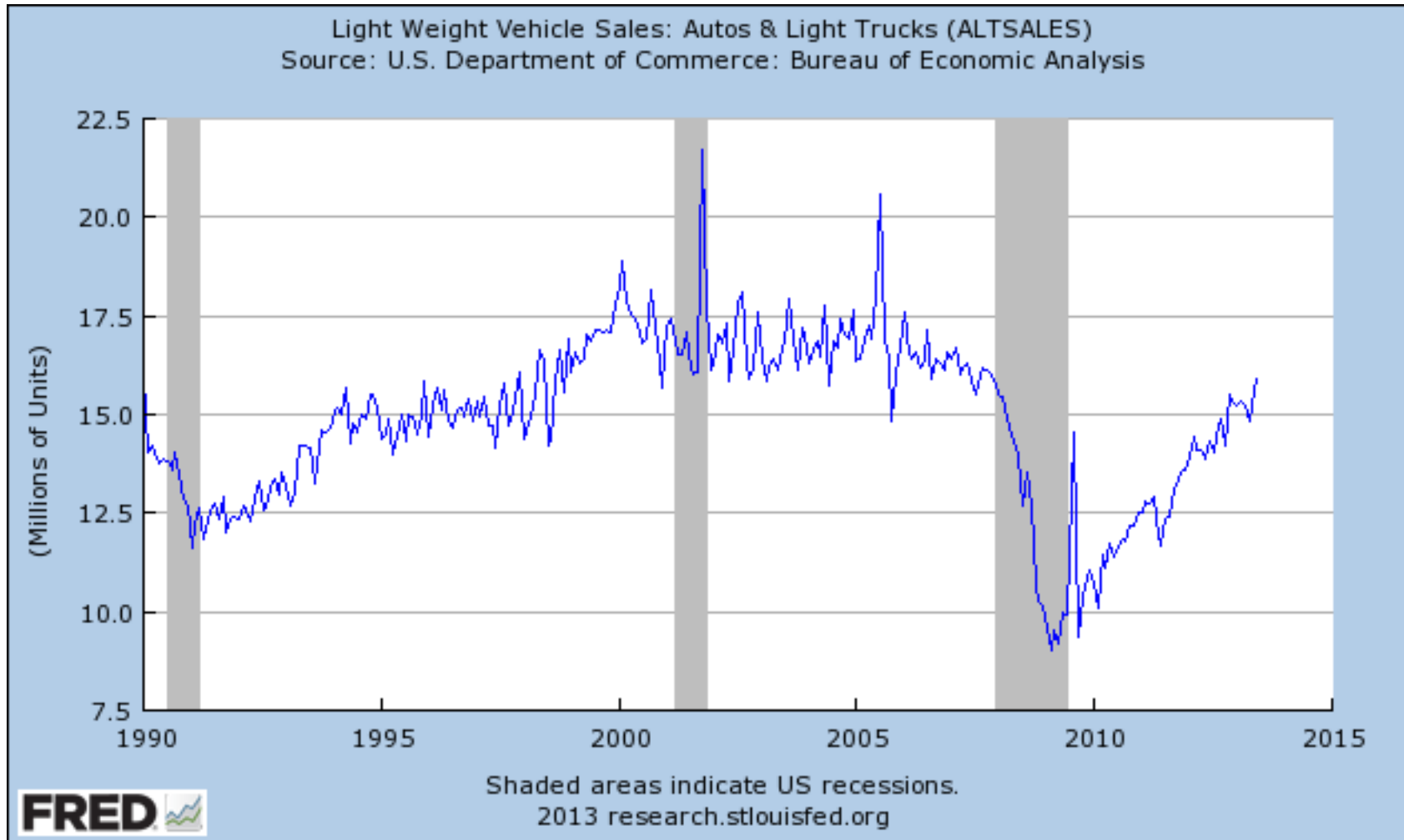
Real Retail Sales

+4.1% YoY

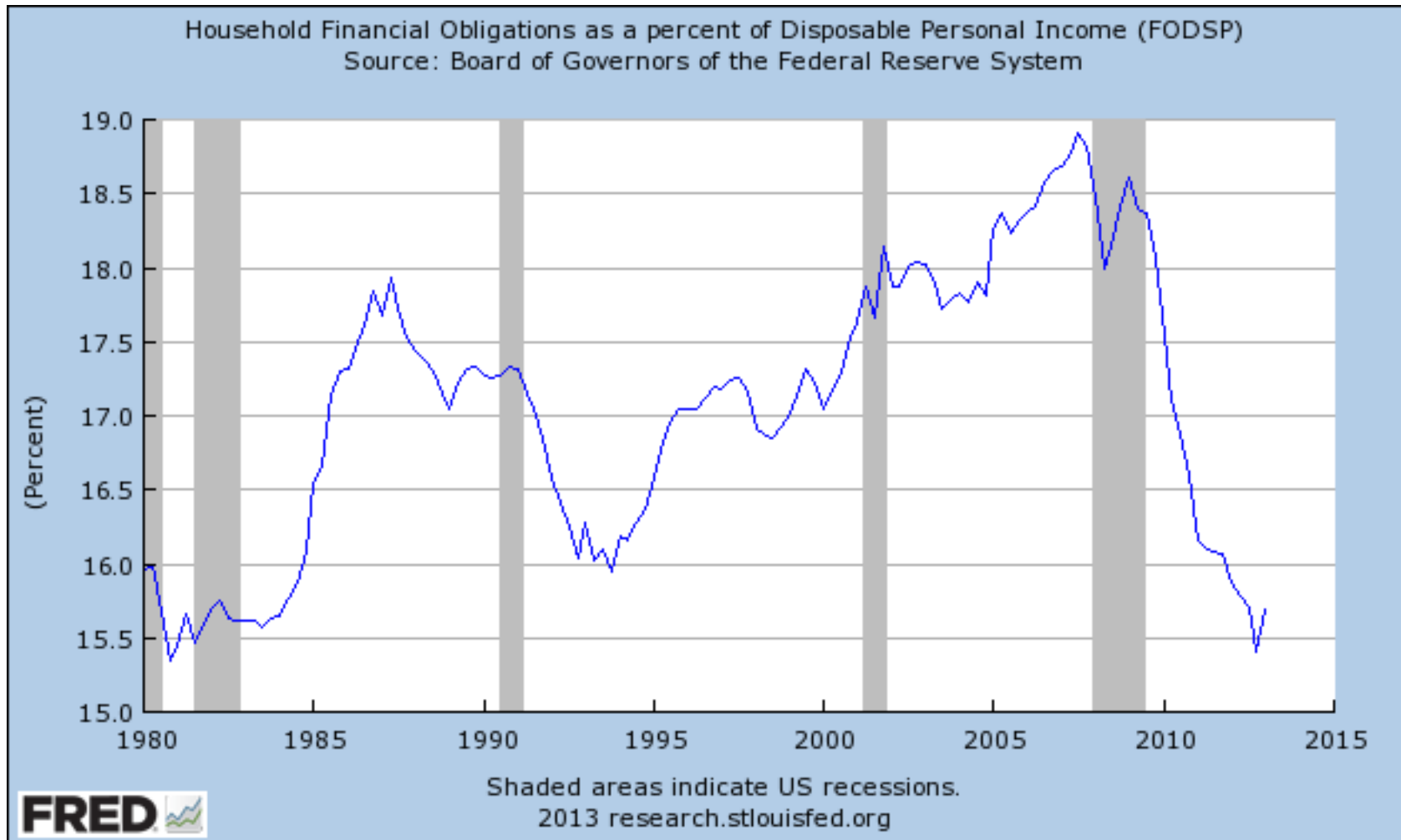


Auto Sales

+10.9% Year over Year



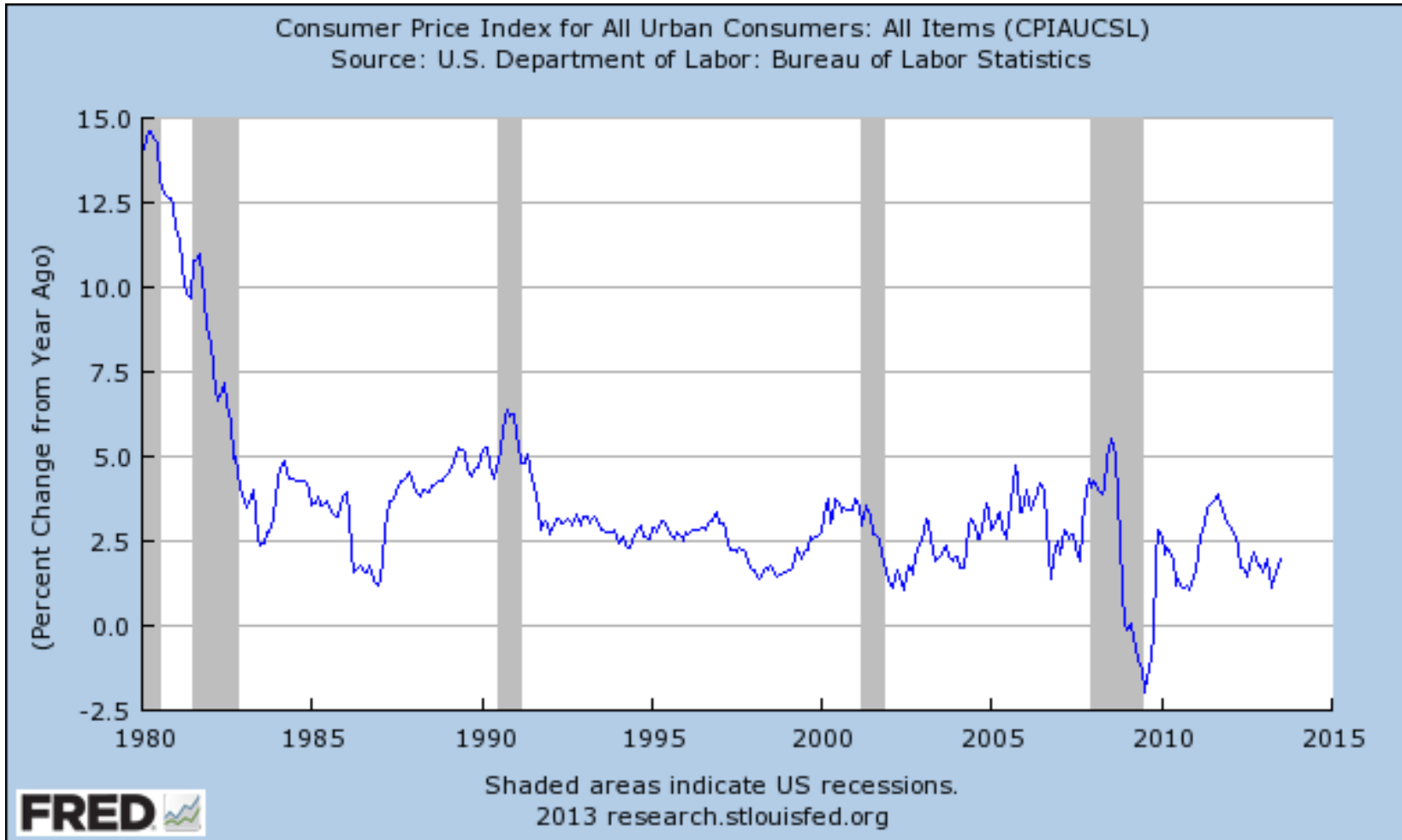
Household Debt Obligations



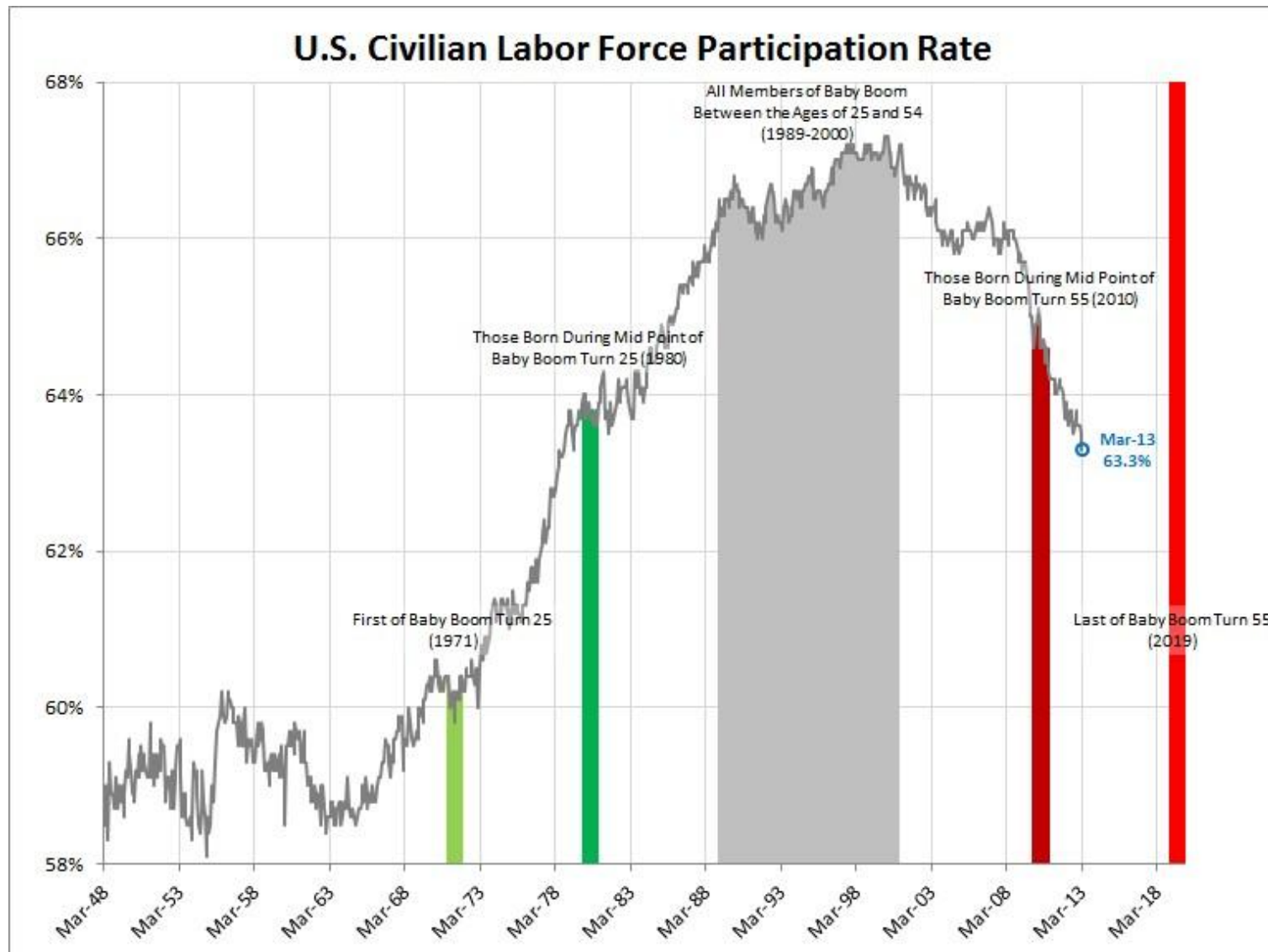
Inflation

+2.0% YoY

The calculation isn't significantly different from 30 years ago.



The LFPR and Boomers



Changes Since the Recession Began

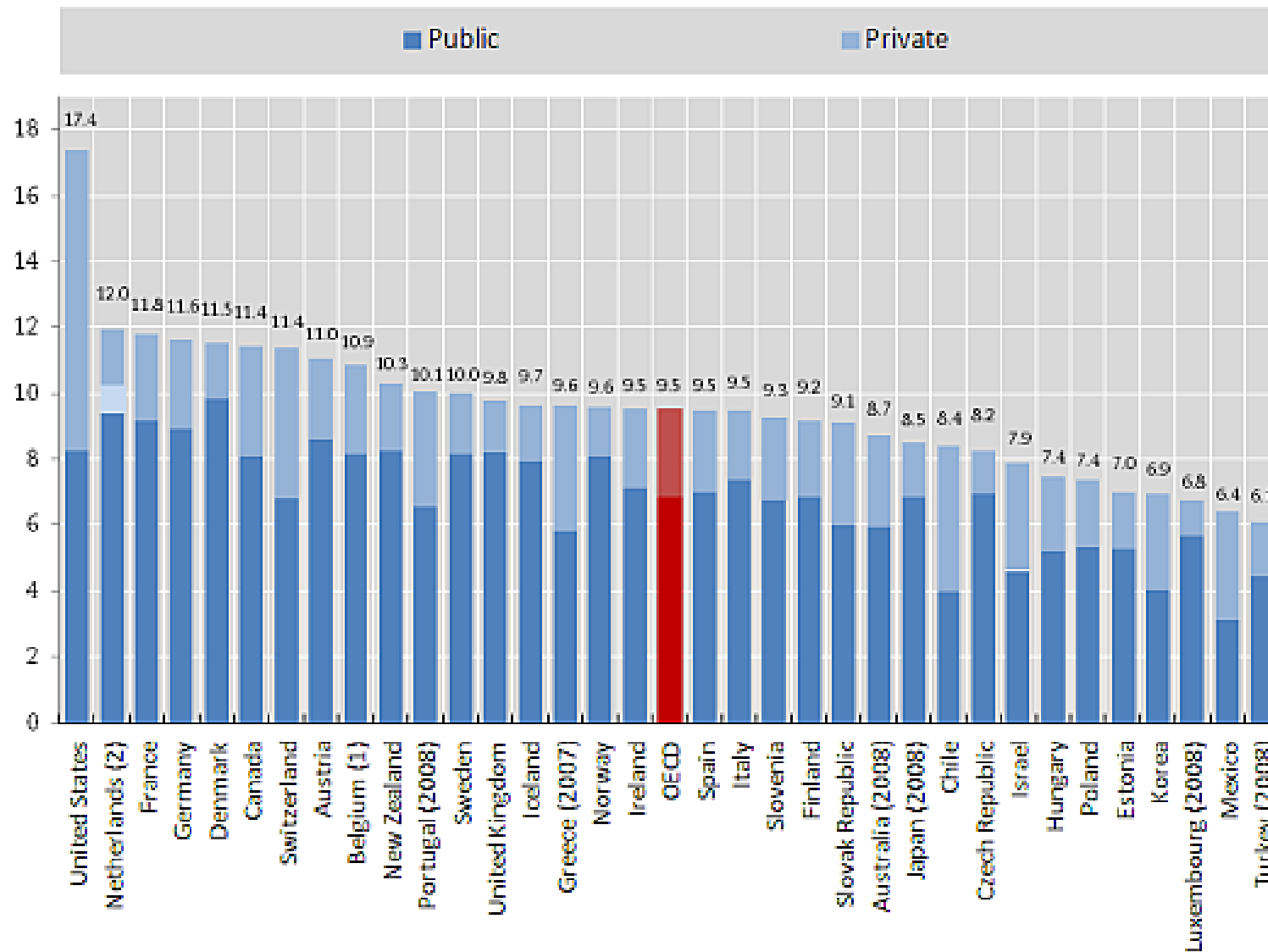
- 10.85 million more people “not in the labor force” than at the end of 2007 (up 6.2 million from 02-07)
- 4.9 million of those are 65+
- 2.2 million are 55-64
- 2.3 million are 16-24
- The unemployment rate of those 20+ is 6.8%
- We should not expect the LFPR to rise anytime soon for demographic reasons
- 55+ now constitute 33.5% of population and with pop growth at .7%, this is going to grow (in 2000 it was 27%). 65+ is at 17.7% (it was 15.7% at the start of the recession).

CRA Didn't Cause the Housing Crisis

- “Two key points emerge from all of our analysis of the available data. First, only a small portion of subprime mortgage originations are related to the CRA. Second, CRA-related loans appear to perform comparably to other types of subprime loans. Taken together, as I stated earlier, we believe that the available evidence runs counter to the contention that the CRA contributed in any substantive way to the current mortgage crisis.” – Federal Reserve Governor Randall Kroszner from speech on paper *The Enduring Challenge of Concentrated Poverty in America: Case Studies from Communities across the U.S.*

Healthcare Spending

at Netherlands level, we would save \$780 billion/year



Questions?



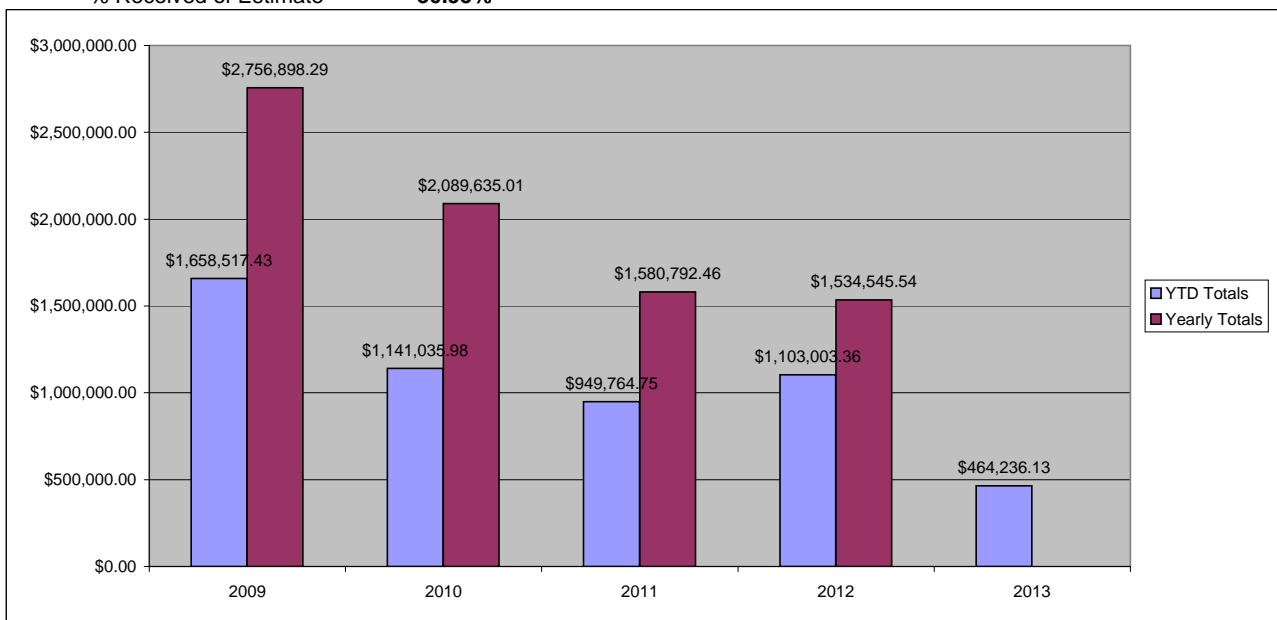
INVESTMENT INCOME - GENERAL FUND

MONTH REC'VD	2009	2010	2011	2012	2013	Monthly Amount Invested	% Increase/Decrease
Jan	159,932.25	34,364.27	55,729.97	63,328.48	61,282.21	125,678,257.65	-3.23%
Feb	256,392.46	165,135.57	204,411.10	88,281.68	61,085.72	149,353,792.87	-30.81%
March	251,274.81	218,878.95	177,021.17	516,638.79	122,143.47	106,992,119.23	-76.36%
April	374,611.77	164,068.95	98,244.38	150,957.80	33,772.86	106,358,402.36	-77.63%
May	195,405.17	249,619.58	230,512.41	145,269.80	73,542.77	103,617,886.30	-49.38%
June	384,323.52	295,737.60	107,532.42	73,654.18	51,724.67	131,759,272.47	-29.77%
July	36,577.45	13,231.06	76,313.30	64,872.63	60,684.43	110,572,700.68	-6.46%
August	219,907.44	176,140.67	123,470.37	91,391.78			-100.00%
Sept	225,442.64	184,692.81	152,444.22	94,035.43			-100.00%
Oct	208,876.87	264,333.34	96,107.89	110,654.40			-100.00%
Nov	255,861.00	225,722.18	200,657.24	77,307.93			-100.00%
Dec	188,292.91	97,710.03	58,347.99	58,152.64			-100.00%
TOTAL	\$2,756,898.29	\$2,089,635.01	\$1,580,792.46	\$1,534,545.54	\$464,236.13		-69.75%

Total thru same period last year \$1,103,003.36
 % of Increase/Decrease -57.91%

-\$638,767.23 compared to same period last year

2013 Estimate \$1,500,000.00
 % Received of Estimate **30.95%**





SALES TAX RECEIPTS

SALES MTH	MTH REC'D	2009	2010	2011	2012	2013	% Increase/Decrease
Oct/Nov	Jan	1,173,437.89	1,228,739.24	1,209,581.56	1,331,732.05	1,360,268.46	2.14%
Nov/Dec	Feb	1,235,650.03	1,242,323.44	1,334,687.12	1,438,903.20	1,397,862.53	-2.85%
Dec/Jan	March	1,624,899.07	1,586,269.22	1,679,205.12	1,777,054.87	1,786,097.32	0.51%
Jan/Feb	April	1,156,733.74	1,099,831.32	1,203,496.48	1,347,080.28	1,316,150.73	-2.30%
Feb/Mar	May	1,121,125.65	1,087,436.03	1,219,855.86	1,196,920.61	1,247,483.88	4.22%
Mar/Apr	June	1,251,829.21	1,235,648.78	1,408,791.49	1,437,031.95	1,486,174.10	3.42%
April/May	July	1,192,141.37	1,136,735.01	1,273,023.75	1,392,474.22	1,434,799.19	3.04%
May/June	August	1,250,243.05	1,229,828.60	1,367,016.66	1,465,186.98	1,447,353.71	-1.22%
June/July	Sept	1,339,726.57	1,385,570.14	1,530,064.96	1,531,507.03		-100.00%
July/Aug	Oct	1,228,916.65	1,335,768.84	1,419,311.90	1,354,029.28		-100.00%
Aug/Sept	Nov	1,256,007.79	* 1,576,819.09	1,365,082.51	1,441,118.37		-100.00%
Sept/Oct	Dec	1,198,904.77	1,360,858.77	1,387,399.76	1,463,597.74		-100.00%
	TOTAL	15,029,615.79	15,505,828.48	16,397,517.17	17,176,636.58	11,476,189.92	

Total thru same period last year 11,386,384.16
 % of Increase/Decrease 0.79%

2013 Estimate \$16,000,000.00
 % of Estimate Received 71.73%

\$89,805.76 compared to same period last year

* Indicates adjustments made by the Dept. of Taxation

