

The Center for Local Government Board of Directors Meeting  
November 7, 2018

1:30pm – 3pm

CLG Conference Room  
(4015 Executive Park Dr. Suite 226)

In attendance: Vicky Earhart, Jim Lukas, Mike Rahall, Jack Cameron (Board); TJ White, Jeremy Worley (Staff);  
Absent: Kristen Bitonte (Board)

- Call to order at 1:31pm
- Approve September 5, 2018 board meeting minutes
  - Motion to approve by Jim Lukas. Seconded by Jack Cameron. Motion carried unanimously.
- T. White presented an amendment to the CLG Conflicts of Interest policy.
  - J. Lukas asked for clarification on the provision of the policy related to a government's own internal decisions regarding CLG programs. T. White stated that this is in the policy to make clear that although the government in question cannot vote on policies that affect a whole program, they can still make their own internal decisions regarding whether to participate and the scope of participation. J. Lukas asked a question as to why the policy would include provisions that effected members cannot vote at the Annual Meeting or serve on the CLG Board. T. White stated that provision was in the policy to cover all of the bases when it comes to voting on CLG governance issues.
  - J. Cameron and J. Lukas stated that the provision may not be necessary because the policy is designed to deal with conflicts involving CLG's programs. T. White asked if there was any objection to removing this provision. Seeing that there was none, T. White stated that he would remove it.
  - J. Cameron asked if staff could simplify the wording of the policy. T. White stated that he would simplify the wording, and transmit an edited version of the policy to the CLG Board for an electronic vote.
- Presentation on the 2019 Center for Local Government Budget
  - T white presented the proposed 2019 CLG Budget. In covering 2018, he stated that CLG had budgeted for roughly a \$3,000 dip in to the cash reserve for 2018, but in reality, there will be a \$12,000 surplus due to the Program Development Director transition and a decrease in health insurance costs. A dip into the cash reserve was consistent with Board direction from 2018, as the cash reserve had grown large.
  - T. White went on to state that the 2019 budgetary allocations are similar to 2018, with the exception of a built in raise pool for employees, and increases in certain operational expenses (e.g. rent) based on the revenue projection report.
  - J. Cameron asked what the amount of the cash reserve was. T. White stated that including CDs, it was roughly \$190,000- or a year's worth of cash assuming \$0 revenue.
  - J. Cameron asked about projections of membership growth. T White stated that projected member growth is based on trend over the last 10 years. Some years we may grow by 3 members, some years we may lose 1. T. White stated that there is likely an upper limit to the

number of members that CLG can sustain- probably around 60. V. Earhart stated she was concerned about Ham County, considering that they have significant budgetary issues. If they do not rejoin, it could cause a much larger hit to the cash reserve. T. White stated that we have a friendly Commission, so that may help. J. Lukas stated that with a deficit in the millions, \$15,000 may be seen as just a drop in the bucket.

- T. White stated that the Board broached raising dues for the 2018 budget, but that the cash reserve was healthy enough that CLG chose to retain current levels. If membership does stagnate around 60, it may be necessary to raise dues down the road.
  - J Lukas asked if we could put more money into the Annual Meeting to spice it up. V Earhart asked T. White if he had reserved a speaker for 2019's Annual Meeting. T. White stated that they have the Director of the National Museum of the US Air Force. The Board discussed potential locations, including Union Terminal and the GE Learning Center in Evendale. The GE Learning Center was the initial consensus decision.
  - T White said that they would look into that and put more money into the Annual Meeting if it is deemed necessary as planning proceeds.
  - T. White stated that a copy of the budget with FINAL year-end 2018 numbers would be presented at the January CLG Board meeting.
  - MOTION: M. Rahall motioned to approve the 2019 Budget. V. Earhart seconded. Motion passed 4-0.
- CLG Board Account signers
    - T. White stated that the CLG Board needs to update its contacts for the CLG Investment account and for CLG's operating bank accounts. Through consensus of the Board, it was determined that K. Bitonte and J. Lukas would be the updated contacts.
  - Mental Health Training Series
    - T. White stated that CLG has developed a partnership with the Lindner Center for Hope to put on a mental health training series in 2019. The training series will have three segments: The "whys" of addiction, mental health in the workplace, and identifying mental health issues in the field early. J. Lukas stated that it would be good for the workplace presentation to involve answering the question of how do you assimilate an employee back into the workplace.
    - V. Earhart stated that there has been a lot of training for first responders around addiction and identifying issues in the field. T. White stated that these trainings could be designed specifically around non first responders who interact with the public (e.g. teachers, recreation employees, etc.).
    - J. Worley stated that Talbert House offers a similar training on addiction, and that this may be a good follow-up to the Mental Health Training Series.
    - V. Earhart stated that CLG should talk to the Heroin Taskforce with the idea of identifying practical training topics that will give governments actionable things that they can take back. T. White concurred, stating that it is the goal of these initial training sessions also to be practical.
  - Amberley Village Salt Conveyor Belt Project
    - T. White stated that CLG is working with Amberley Village and a number of other governments to develop a joint purchasing and intergovernmental agreement for a salt conveyor belt to help unload annual salt orders. Governments currently share Anderson Township's conveyor belt, which V. Earhart confirmed is at the end of its service life. Under the proposal, Amberley would own the machine. T. White stated that CLG may take responsibility for invoicing governments and

being the holder of the repair and replacement account, if the participants cannot do that themselves.

- GCWW Waterworks Update
  - T. White stated that a solution has been identified for incorporated governments to pass special assessments to fund the replacement of lead service lines, but that he is at an impasse with Townships and with governments that cannot or will not pass the assessment. V. Earhart stated that the current rates lawsuit probably is hurting CLG's ability to ID governments to participate in the grant.
- 2019 CLG Board Meeting Schedule
  - T. White presented the proposed dates for upcoming Board meetings in 2019. After brief discussion, it was determined that 1:30pm at the CLG offices would remain the date of the meetings.
- Executive Session
  - V. Earhart motioned for a brief Executive Session to discuss the method for performance reviews. Motion carried 4-0
- Adjourn
  - The Board meeting adjourned at 2:45pm.