



Every quarter we feature a photo from one of our member governments. This quarter: The Village of Woodlawn

Highlights of this Issue:

- CLG Conducts Elected Officials Training
- Leadership Academy Underway
- CLG Conducting Social Media Training
- CLG Partnering with Green Umbrella for Training
- Connecting the Dots Summit coming soon
- Utility Coordination Guidebook Coming Into Focus
- Justified Use of Force Simulator RFP Published



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The Center for Local Government 1st Quarter Newsletter

2021

CLG Data Backup RFP Open to Additional Participants

A Data Backup Taskforce has been meeting to develop an RFP for a comprehensive data backup / disaster recovery solution. *We are interested in expanding the number of governments participating in this new shared service opportunity.*

The goal of the RFP will be to identify a well-qualified data backup provider to develop and implement a sustainable strategy for multi-government off-site data backup/disaster recovery services for CLG member communities. The RFP is designed to allow the vendors the ability to develop a unique solution, but also ensure that the needs of each participating member are able to be met. In addition, it is the intent of the task force for each participating government to enter into separate agreements with the selected vendor to allow members the ability to modify services to fit their needs. With the leverage that a shared service consortium creates, we are optimistic that this will be a value-added shared service opportunity. The top priorities for task force members are strong data security protocols, data control policies, and service agreements that meet or exceed standards currently in place.

Ohio's regional Information Technology Centers (ITCs) will be the primary recipients of the RFP, as they have experience meeting the needs of government entities, specifically school districts and local governments. ITCs are non-profit organizations which provide technology and computer related services to local public entities. They were first formed in 1979 via state legislation, and were initially targeted to school districts. While they still serve school districts primarily, they provide their services to other sectors of local government.

At this time, the rough timeline to implementation is as follows: Publication of RFP-April; Selection of a vendor-July; Contracts approved and signed-August; Services begin-January 2022

The next task force meeting will be held in the coming weeks via Zoom. We invite and encourage any government that is interested in learning more about the RFP or attending the next meeting, to contact CLG Assistant Director Cody Smith at (513) 741-7999 or CSmith@C4LG.org.



The Center for Local GOVERNMENT

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ABOUT OUR ORGANIZATION:

The Center for Local Government (CLG) located in Cincinnati, OHIO is a unique non-profit 501 (c)(3) corporation, created in 1990 as a clearinghouse for inter-governmental collaboration, training and information sharing. CLG membership consists of 58 local government in 6 counties.

BOARD OF TRUSTEES

Kristen Bitonte, Liberty Township (President)

Michael Rahall, Village of Cleves (Vice President)

Jack Cameron, Delhi Township (Secretary / Treasurer)

Vicky Earhart, Anderson Township

Jim Lukas, City of Sharonville

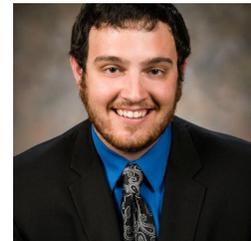
Effective Governance Through



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Interesting Fact: 39 of 58 CLG Member governments and 11 MVRMA governments have sent at least one person through the CLG Leadership Academy

CLG CONDUCTS ELECTED OFFICIALS TRAINING

CLG recently hosted a series of training sessions for elected officials, covering legal issues, elected official / staff relations, finance, budgeting, and a variety of other topics.

The series started with presentations on Ohio Ethics, Records and Sunshine laws. These covered how to best ensure open government and ethical conduct. They were presented by Laura Abrams of the Abrams law firm. This firm works with the Ohio Plan and also works with the Village of Glendale and Springfield Township in the CLG membership.

The next session was local government finance, presented by Michelle Greis (Liberty Township) and Kelly Flanigan (Miami Township)- both of whom also teach the finance and budgeting portion of the CLG Leadership Academy. This session covered fund accounting, financial planning, debt, budgeting practices, and a host of other financial topics.

Jim Lukas (Sharonville) and Geoff Milz (Colerain Township) continued the series by presenting on Elected Official / Staff relations. This session covered how to have the best relationship between elected officials and your Administrator- including discussions about the Council / Manager form of government and expectation setting.

Finally, the series concluded with a session conducted by Kent Scarrett of Ohio Municipal League and Heidi Fought of the Ohio Township Association looking forward into 2021. This was an open format topic that resulted in a robust discussion on legislative priorities, post Covid-19 threats and opportunities, taxation, and additional professional development opportunities for elected officials. Thank you to all of our presenters and attendees.

City Manager's / Administrator's Expectations of Council / Board

- 1) Provide input on where staff resources should be utilized
- 2) Be sensitive to workload and available resources
- 3) Provide candid feedback regarding performance
- 4) Allow us the authority and freedom to manage the day-to-day operations of the municipality
- 5) Respect staff in their role as professional advisors
- 6) Give timely information regarding emerging issues and community concerns
- 7) Full disclosure of information - no surprises
- 8) Don't embarrass staff in public
- 9) Read your City Charter, if any - requests should proceed through the City Manager and not department heads/staff. This keeps the City Manager informed and prevents surprises.
- 10) Others? Disagree with any of the above?

Important Items to Remember

- 1) Elected officials only have 24 hours in a day - they may have jobs and issues in their lives - may not always be available to discuss an issue
- 2) Elected officials face citizens every day as do City Managers
- 3) Elected officials do not get much appreciation from the public either
- 4) Elected officials love their community and want to make a difference just as much as City Managers



Jim Lukas (Sharonville) and Geoff Milz (Colerain Township) present on Elected Official / Staff Relations



THE 2021 CENTER FOR LOCAL GOVERNMENT LEADERSHIP ACADEMY HAS BEGUN

The 2021 CLG Leadership Academy is underway! Our 8th Leadership Academy cohort began the program on March 17th with the Local Government 101 class. In April they will take one of two classes from Xavier University, and then continue the program over the summer with classes on finance, effective communications, human resources and economic development.

This year marks a number of milestones for the Academy: We had our highest application number ever. We now have over 150 total participants and alumni since the beginning of the program. Additionally, we are approaching 50 governments in the region who have sent an employee through the program. Two thirds of all CLG member governments have had a Leadership Academy alum on staff. Please extend congratulations to this year's group:

Brooke	Brady	Wyoming
Michael	Brem	Washington Twp
Daniel	Chambers	Mason
Andy	Custis	Springboro
Melissa	Jones	Bellbrook
Steve	Keller	Blue Ash
Nakita	Lancaster	Middletown
Ed	McCarthy	Pierce Twp
Jennifer	McCormick	Centerville
Greg	Muenchen	Wilmington

Rebecca	Nelson	Lebanon
Timothy	Parker	Troy
Tammy	Reasoner	Amberley Village
Kevin	Richards	Springfield Twp
Mike	Rider	Indian Hill
Anthony	Roach	Delhi Twp
Jennifer	Sanders	Anderson Twp
Chris	Snyder	Miami Twp (Montgomery co)
Aaron	Tiplady	Sharonville
Kristi	Williams	West Chester Twp

CLG CONDUCTING "SOCIAL MEDIA AND THE FIRST AMENDMENT" TRAINING

Social media has become one of the primary ways that citizens interact with public officials. In the current political climate, these interactions are more intense than ever. Simultaneously, the law is continuing to evolve pertaining to social media, the First Amendment, Public Records Law, Sunshine Law, and a host of other emerging legal issues.

CLG is hosting a training session on April 7th for any publicly facing official (Elected Official, City Manager, Township Administrator, Police and Fire Chief etc.) who may personally interact with citizens through social media as a representative of their community. We will cover two main topics:

- **Social media, the First Amendment, and Ohio laws:** Bryan Pacheco of Dinsmore and Shohl will cover what emerging court cases are saying about how public officials can use social media. Are your conversations with constituents a public record even if they take place on your personal page? What are you allowed and not allowed to do when it comes to regulating comments and who posts on your page?
- **Effective Messaging:** We will conduct a moderated discussion with Nick Vehr and Darcy Schwass of Vehr Communications on strategies to effectively communicate with your constituencies. This will be a question and answer session. Note that we will not be covering social media basics (e.g. the difference between and how to use different social media sites).



There is still time to sign up for this training. If you are interested, please contact Lori Stuckey (LStuckey@C4LG.org) no later than 4pm on Tuesday April 6th. When you RSVP, please let us know what questions you may have for Mr. Vehr and Ms. Schwass during the effective communication session.

Interesting Fact: According to a 2020 survey by Sprout Social, 62% of adults get their news from social media. (Stat courtesy of CivicPlus).



The Center for Local GOVERNMENT

CONNECTING THE DOTS SUMMIT COMING IN MAY

The Center for Local Government has been working with The Village of Silverton, Hamilton County, the Port Authority, the Xavier University Community Building Institute and other groups on a Connecting the Dots Summit.

The "Connecting the Dots Summit" is designed to help civic leaders learn and build relationships which will help to improve the quality of life across Hamilton County's diverse suburbs. This virtual event held in the afternoons over two days in May has been organized to bring together local government leaders, non-profit organizations, economic development professionals, educators, housing experts, academics and students, government experts, and other stakeholders to discuss the changing landscape of Hamilton County's suburban communities. The goal is for attendees to learn, share, and make meaningful connections that will enable communities to thrive and prosper.

The day will consist of ten sessions that will be hosted by Hamilton County's leading experts. Sessions include: Strategic Governance with Shrinking Fiscal Resources, Getting the Puzzle Pieces to Put Together: Land Assemblage Tips and Best Practices, Development, Getting Good Jobs for Great Residents: Workforce Development, and many more.

A save-the-date has been distributed to people who signed up for the summit in 2020 (prior to it being postponed due to Covid-19). An invitation for anyone to attend will be distributed in early April. If you are interested in attending, please keep an eye out for these materials. This event will be free of charge thanks to the generous sponsorship of the Duke Energy Foundation and the Seasongood Foundation.



CLG PARTNERING WITH GREEN UMBRELLA FOR TRAINING

The Center for Local Government is partnering with Green Umbrella for a sustainable development training series. Events will be dedicated to topics and implementation strategies that can generate savings for governments, provide opportunities for families and businesses, and prepare communities to adapt and thrive amid environmental changes. The first event is "Best Practices on Implementing Complete Streets in Small Communities," and will feature the following guests:

- Wade Johnston, Director at Tri-State Trails
- Scott Brunka, City Manager at City of Lebanon
- Brian Forschner, City Planner at City of Xenia

Complete Streets is a design and policy framework that can help communities plan and implement a connected active transportation network that is safe and accessible for all users. The session will take place on Thursday May 6th from 9:00-10:30AM, and will cover steps that can boost neighborhood business district activity, improve roadway safety, and create desirable walkable and bikeable communities for your residents and visitors.

Future events topics include "How to Build Equitable Bike Infrastructure," "Food Systems as a Community Development Tool," and more. Registration information will be coming in early April. Contact T.J. White at TWhite@C4LG.org for details or to suggest future topics.



Green Umbrella
REGIONAL SUSTAINABILITY ALLIANCE





UTILITY COORDINATION GUIDEBOOK BEING DEVELOPED

The Center for Local Government is exploring a Utility Coordination Guidebook that would serve to enhance communication between utility providers and the local governments that they operate within.

This concept has been explored previously by CLG, and it was discovered that the largest pain points are timeliness/delays and communication. It was ultimately decided that the best solution would be to create a list that would identify the most appropriate contacts for each major utility and for each of our member jurisdictions.

Assistant Director Cody Smith is leading this project, and has had initial meetings with Duke Energy, Greater Cincinnati Waterworks, the Metropolitan Sewer District, Cincinnati Bell and Spectrum/Charter. During these phone calls, discussions were had on how to make the project as effective as possible for each utility, given that they all operate under different project management and personnel structures. A partial list of contacts has been identified for the above-listed utilities and a draft version of the guidebook document is in development.

In its current form, the guidebook is a spreadsheet which will be updated on a regular basis as projects begin and finish. This will be available to members on the CLG website. The format will have a listing for each project taking place in our members' jurisdictions, along with the contact information for the project manager/lead and the person designated to handle those projects for that jurisdiction. There also will be a master list of contacts (engineering leads, supervisors, public works directors, etc) for each utility and for each jurisdiction to ensure communication is possible in the event that a primary contact is unavailable.

Cody will be reaching out to CLG members in the near future to begin compiling the best contact information for their jurisdictions in regards to utility projects and will be specifically looking for a name, title, phone number(s) and an e-mail address for inclusion in the guidebook. If your organization already has a contact identified that would be best suited for the project, or if you have questions, please forward those to Cody Smith at CSmith@C4LG.org or give him a call at (513) 741-7999. We look forward to the initial version of the guidebook launching in the coming months!

JUSTIFIED USE OF FORCE SIMULATOR CONSORTIUM PUBLISHES EQUIPMENT RFP

The Center for Local Government Justified Use of Force Simulator (JUFS) consortium is a group of 8 police agencies who share virtual reality police training equipment. Currently, Amberley Village, Indian Hill, Mason, Reading, St. Bernard, Springfield Township, Sharonville and Wyoming participate. This is one of CLG's oldest programs, dating back to the 1990s. As this program has evolved over the decades, we have continually upgraded our equipment as technology has evolved. With the last major equipment upgrade taking place in 2015, it is time again to move to the technological forefront.

In February, the JUFS group published an RFP for new virtual reality training equipment— this time with a focus on wearable virtual reality headsets. Wearable headset based training has become more popular, with police agencies such as Cincinnati, Fort Meyers (FL), Chandler (AZ), and others having recently adopted the equipment. Wearable headsets are more portable than our current system, provide a wider array of training options, and provide increased flexibility and realism.

Three companies produced responses to the RFP— TI Training (our current equipment provider), Apex Officer (who has provided VR equipment to Cincinnati PD), and ChimeraXR. Each of these RFP responses is intriguing, and the JUFS departments will be meeting soon to identify what products should proceed to the demonstration round. A final decision on whether to adopt the new equipment, and what company to go with, will be made in the late spring / early summer.

For more information about this RFP or about the JUFS Consortium, please contact T.J. White at TWhite@C4LG.org.

Interesting Fact: The JUFS program is one of our oldest continually running programs, starting in 1993.



SPRING HUMAN RESOURCES LUNCHEON SCHEDULED FOR MAY

The Center for Local Government is hosting our Spring HR Professionals Luncheon on May 20th, 2021. Our guest speaker will be Alessandra Rosa, a trial attorney with the Equal Opportunity Employment Commission. She will be speaking to us on the enhanced protections under Title VII of the Civil Rights Act of 1964 as a result of the June 2020 Supreme Court decision in *Bostock v. Clayton County*, which was decided along with *Harris Funeral Homes v. Equal Opportunity Employment Commission* and *Altitude Express v. Zarda*. With the EEOC being a respondent to one of the cases consolidated in the opinion, we are very excited to hear from Alessandra on this topic and hope that we will see you there!

In deciding *Bostock v. Clayton County*, the Supreme Court affirmed that discrimination against someone in regards to their sexual orientation or gender identity is, at least in part, discriminating against them on the basis of sex, which is prohibited under Title VII of the Civil Rights Act of 1964. The Supreme Court ruled in favor of *Bostock* in its 6-3 decision, with the majority opinion authored by Justice Neil Gorsuch.

Please keep your eyes out for the invitation flyer to be sent out soon with full details on the training, including cost and RSVP information.

Interesting Fact: The CLG Human Resources Luncheon series is one of our oldest continually running training programs, starting in 2008.

NEW PLACES NEW FACES: WELCOME DAVID LUMSDEN, NEXT VILLAGE ADMINISTRATOR FOR GLENDALE

Please send congratulations to David Lumsden, who will be taking over as Village Administrator for Glendale. A Glendale native, Mr. Lumsden holds a Masters Degree in Public Administration from Northern Kentucky University and a degree from the University of Cincinnati as well. Mr. Lumsden started as an intern in Glendale, and has moved into higher positions over time and eventually becoming Assistant Administrator.

Please reach out to Mr. Lumsden when you have an opportunity. He can be reached at DLumsden@glendaleohio.org or at 513-771-7200.

We would also like to extend congratulations to retiring Glendale Village Administrator Walter Cordes. Mr. Cordes had a 28 year career with Glendale, serving as Village Administrator twice. Mr. Cordes has been a long time participant with CLG. We wish him luck and a happy retirement!



David Lumsden

UNIVERSITY OF DAYTON STUDENT'S CLG CAPSTONE PROJECT NEARS COMPLETION

The Center for Local Government has been working with a small team of Seniors at the University of Dayton since last fall. These students are making recommendations on how we can improve the Datacenter on our website (where we keep pay and benefits data). The primary outcomes of this project are to build a keyword searchable pay data tool and to identify user experience improvements in the Datacenter at large. Both of these projects are wrapping up, and the students will be presenting a final product in May.

We would like to thank the University of Dayton for selecting us as a partner for this project. We strive to build relationships with our region's colleges and universities— both as a way to expand our own capacity, but also as another resource for our member governments.



NEWS BITS

CAO Pay Data

Thank you to everyone who has submitted their Chief Administrative Officer pay data for 2021. We request CAO pay data from half of our governments in March and half of our governments in October.

CAO pay data can be submitted to LStuckey@C4LG.org. CAO pay data can be accessed in the Datacenter on the CLG website.

Membership Dues

Thank you to everyone who has paid their 2021 CLG membership dues so far. The deadline for dues payments is May 7, 2021. If you want to check to verify that your community has paid their 2021 dues, or if you need a new copy of your 2021 dues invoice, please contact TWhite@C4LG.org.

New Pay Data Uploaded

The most recent upload to the CLG Datacenter took place on March 30. This includes updated pay data for Monroe, Montgomery, North College Hill, Springdale, Reading, Wyoming, Fairfield, Liberty Township, Loveland, Middletown, Brookville, Colerain Township, Deerfield Township, Deer Park and St. Bernard.

Pay data is available to CLG member governments through the log-in page at C4LG.org. Pay data is updated roughly every three months. Older pay data is archived annually each September.

CLG CALENDAR

CLG Leadership Academy Class Schedule: All Classes are Virtual Via Zoom (For CLG Leadership Academy participants only)

2nd Class – Xavier University Leadership Experience, Driving Strategy at Any Level, April 20, 2021 OR Strengths Based Leadership, April 21, 2021

3rd Class – Communicating in the Workplace and in Public, May 12, 2021

4th Class – Human Resource Management, June 9, 2021

5th Class – Budgeting and Financial Principles, July 14, 2021

6th Class – Land Use and Economic Development, August 11, 2021

Spring Driver Training, presented by MVRMA, 2 Day New Student Class is offered April 8, 9 or May 5, 6 or May 13, 24. One Day Recertification Course is offered April 14, 15, 29, 30 and May 7, 12. Cost is \$75 for New Student and \$50 for Recertification. Please email smarkworth@mvrma.com for additional information. Please click [here](#) to register.

Social Media: The First Amendment and Effective Messaging: Presented by CLG, April 7, 2021 from 11:00am-1:00pm, cost is \$10. To view flyer, please click [here](#). To RSVP, please email Lori Stuckey by 4:00pm by April 6. Please email T.J. White with any questions you would like to address during the presentation.

Best Practices on Implementing Complete Streets in Small Communities: Presented by Green Umbrella, May 6th, 2021 from 9am-10:30am. RSVP information TBA.

CLG Human Resources Luncheon: Presented by CLG, May 20, 2021. Time, venue and flyer TBA

Connecting the Dots Summit: Presented by the Connecting the Dots Planning Committee, May 26 and 27, 2021. RSVP information TBA