

3109.13 Prevention of child abuse and child neglect definitions.

As used in sections 3109.13 to 3109.179 of the Revised Code:

(A) "Child abuse and child neglect prevention programs" means programs that use primary and secondary prevention strategies that are conducted at the local level and activities and projects of statewide significance designed to strengthen families and prevent child abuse and child neglect.

(B) "Primary prevention strategies" are activities and services provided to the public designed to prevent or reduce the prevalence of child abuse and child neglect before signs of abuse or neglect can be observed.

(C) "Secondary prevention strategies" are activities and services that are provided to a specific population identified as having risk factors for child abuse and child neglect and are designed to intervene at the earliest warning signs of child abuse or child neglect, or whenever a child can be identified as being at risk of abuse or neglect.

Amended by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

Effective Date: 04-07-2003

3109.14 Fees for vital statistics records.

(A) As used in this section, "birth record" and "certification of birth" have the meanings given in section 3705.01 of the Revised Code.

(B)

(1) The director of health, a person authorized by the director, a local commissioner of health, or a local registrar of vital statistics shall charge and collect a fee for each certified copy of a birth record, for each certification of birth, and for each copy of a death record. The fee shall be three dollars. The fee is in addition to the fee imposed by section 3705.24 or any other section of the Revised Code. A local commissioner of health or a local registrar of vital statistics may retain an amount of each additional fee collected, not to exceed three per cent of the amount of the additional fee, to be used for costs directly related to the collection of the fee and the forwarding of the fee to the department of health.

The additional fees collected by the director of health or a person authorized by the director and the additional fees collected but not retained by a local commissioner of health or a local registrar of vital statistics shall be forwarded to the department of health not later than thirty days following the end of each quarter. Not later than two days after the fees are forwarded to the department each quarter, the department shall pay the collected fees to the treasurer of state in accordance with rules adopted by the treasurer of state under section 113.08 of the Revised Code.

(2) Upon the filing for a divorce decree under section 3105.10 or a decree of dissolution under section 3105.65 of the Revised Code, a court of common pleas shall charge and collect a fee. The fee shall be eleven dollars. The fee is in addition to any other court costs or fees. The county clerk of courts may retain an amount of each additional fee collected, not to exceed three per cent of the amount of the additional fee, to be used for costs directly related to the collection of the fee and the forwarding of the fee to the treasurer of state. The additional fees collected, but not

retained, under division (B)(2) of this section shall be forwarded to the treasurer of state not later than twenty days following the end of each month.

(C) The treasurer of state shall deposit the fees paid or forwarded under this section in the state treasury to the credit of the children's trust fund, which is hereby created. A person or government entity that fails to forward the fees in a timely manner, as determined by the treasurer of state, shall send to the treasurer of state, in addition to the fees, a penalty equal to ten per cent of the fees.

The treasurer of state shall invest the moneys in the fund, and all earnings resulting from investment of the fund shall be credited to the fund, except that actual administrative costs incurred by the treasurer of state in administering the fund may be deducted from the earnings resulting from investments. The amount that may be deducted shall not exceed three per cent of the total amount of fees credited to the fund in each fiscal year, except that the children's trust fund board may approve an amount for actual administrative costs exceeding three per cent but not exceeding four per cent of such amount. The balance of the investment earnings shall be credited to the fund. Moneys credited to the fund shall be used only for the purposes described in sections 3109.13 to 3109.179 of the Revised Code.

Amended by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

Amended by 129th General Assembly File No. 127, HB 487, §101.01, eff. 9/10/2012.

Effective Date: 09-05-2001; 06-30-2006

3109.15 Children's trust fund board.

There is hereby created within the department of job and family services the children's trust fund board consisting of fifteen members. The directors of mental health and addiction services, health, and job and family services shall be members of the board. Eight public members shall be appointed by the governor. These members shall be persons with demonstrated knowledge in programs for children, shall be representative of the demographic composition of this state, and, to the extent practicable, shall be representative of the following categories: the educational community; the legal community; the social work community; the medical community; the voluntary sector; and professional providers of child abuse and child neglect services. Five of these members shall be residents of metropolitan statistical areas as defined by the United States office of management and budget where the population exceeds four hundred thousand; no two such members shall be residents of the same metropolitan statistical area. Two members of the board shall be members of the house of representatives appointed by the speaker of the house of representatives and shall be members of two different political parties. Two members of the board shall be members of the senate appointed by the president of the senate and shall be members of two different political parties. All members of the board appointed by the speaker of the house of representatives or the president of the senate shall serve until the expiration of the sessions of the general assembly during which they were appointed. They may be reappointed to an unlimited number of successive terms of two years at the pleasure of the speaker of the house of representatives or president of the senate. Public members shall serve terms of three years. Each member shall serve until the member's successor is appointed, or until a period of sixty days has elapsed, whichever occurs first. No public member may serve more than two consecutive full terms. All vacancies on the board shall be filled for the balance of the unexpired term in the same manner as the original appointment.

Any member of the board may be removed by the member's appointing authority for misconduct, incompetency, or neglect of duty after first being given the opportunity to be heard in the member's

own behalf. Pursuant to section 3.17 of the Revised Code, a member, except a member of the general assembly or a judge of any court in the state, who fails to attend at least three-fifths of the regular and special meetings held by the board during any two-year period forfeits the member's position on the board.

Each member of the board shall serve without compensation but shall be reimbursed for all actual and necessary expenses incurred in the performance of official duties.

At the beginning of the first year of each even-numbered general assembly, the chairperson of the board shall be appointed by the speaker of the house of representatives from among members of the board who are members of the house of representatives. At the beginning of the first year of each odd-numbered general assembly, the chairperson of the board shall be appointed by the president of the senate from among the members of the board who are senate members.

The board shall biennially select a vice-chair from among its nonlegislative members.

Amended by 130th General Assembly File No. 25, HB 59, §101.01, eff. 9/29/2013.

Effective Date: 04-07-2003

3109.16 Powers of the board.

(A) The children's trust fund board, upon the recommendation of the director of job and family services, shall approve the employment of an executive director who will administer the programs of the board.

(B) The department of job and family services shall provide budgetary, procurement, accounting, and other related management functions for the board and may adopt rules in accordance with Chapter 119. of the Revised Code for these purposes. An amount not to exceed three per cent of the total amount of fees deposited in the children's trust fund in each fiscal year may be used for costs directly related to these administrative functions of the department. Each fiscal year, the board shall approve a budget for administrative expenditures for the next fiscal year.

(C) The board may request that the department adopt rules the board considers necessary for the purpose of carrying out the board's responsibilities under this section, and the department may adopt those rules. The department may, after consultation with the board and the executive director, adopt any other rules to assist the board in carrying out its responsibilities under this section. In either case, the rules shall be adopted under Chapter 119. of the Revised Code.

(D) The board shall meet at least quarterly at the call of the chairperson to conduct its official business. All business transactions of the board shall be conducted in public meetings. Eight members of the board constitute a quorum. A majority of the quorum is required to make all decisions of the board.

(E) With respect to funding, all of the following apply:

(1) The board may apply for and accept federal and other funds for the purpose of funding child abuse and child neglect prevention programs.

(2) The board may solicit and accept gifts, money, and other donations from any public or private source, including individuals, philanthropic foundations or organizations, corporations, or corporation endowments.

(3) The board may develop private-public partnerships to support the mission of the children's trust fund.

(4) The acceptance and use of federal and other funds shall not entail any commitment or pledge of state funds, nor obligate the general assembly to continue the programs or activities for which the federal and other funds are made available.

(5) All funds received in the manner described in this section shall be transmitted to the treasurer of state, who shall credit them to the children's trust fund created in section 3109.14 of the Revised Code.

Amended by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

Amended by 129th General Assembly File No. 28, HB 153, §101.01, eff. 9/29/2011.

Effective Date: 04-07-2003; 09-21-2006

3109.17 Biennial state plan for comprehensive child abuse and child neglect prevention.

(A) The children's trust fund board shall establish a strategic plan for child abuse and child neglect prevention. The plan shall be transmitted to the governor, the president and minority leader of the senate, and the speaker and minority leader of the house of representatives and shall be made available to the general public.

(B) In developing and carrying out the strategic plan, the children's trust fund board shall, in accordance with rules adopted by the department pursuant to Chapter 119. of the Revised Code, do all of the following:

(1) Ensure that an opportunity exists for assistance through child abuse and child neglect prevention programs to persons throughout the state of various social and economic backgrounds;

(2)

Allocate funds to entities for the purpose of funding child abuse and child neglect prevention programs that have statewide significance and that have been approved by the children's trust fund board;

(3) Provide for the monitoring of expenditures from the children's trust fund and of programs that receive money from the children's trust fund;

(4) Establish reporting requirements for both of the following:

(a) Regional child abuse and child neglect prevention councils, including deadlines for the submission of the progress and annual reports required under section 3107.172 of the Revised Code;

(b) Children's advocacy centers, including deadlines for the submission of reports required under section 3107.178 of the Revised Code.

(5) Collaborate with appropriate persons and government entities and facilitate the exchange of information among those persons and entities for the purpose of child abuse and child neglect prevention;

(6) Provide for the education of the public and professionals for the purpose of child abuse and child neglect prevention

(C) The children's trust fund board shall prepare a report for each fiscal biennium that delineates the expenditure of money from the children's trust fund. On or before January 1, 2002, and on or before the first day of January of a year that follows the end of a fiscal biennium of this state, the board shall file a copy of the report with the governor, the president and minority leader of the senate, and the speaker and minority leader of the house of representatives.

(D) The children's trust fund board shall develop a list of all state and federal sources of funding that might be available for establishing, operating, or establishing and operating a children's advocacy center under sections 2151.425 to 2151.428 of the Revised Code. The board periodically shall update the list as necessary. The board shall maintain, or provide for the maintenance of, the list at an appropriate location. That location may be the offices of the department of job and family services. The board shall provide the list upon request to any children's advocacy center or to any person or entity identified in section 2151.426 of the Revised Code as a person or entity that may participate in the establishment of a children's advocacy center.

Amended by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

Amended by 130th General Assembly File No. 46, HB 142, §1, eff. 2/14/2014.

Effective Date: 04-07-2003; 05-06-2005; 09-21-2006

3109.171 Child abuse and child neglect prevention regions.

For the purpose of administering child abuse and child neglect prevention programming and services approved by the children's trust fund board, there are hereby created the following eight child abuse and child neglect prevention regions in the state:

One region consisting of the following counties: Defiance, Erie, Fulton, Hancock, Henry, Huron, Lucas, Ottawa, Paulding, Putnam, Sandusky, Seneca, Van Wert, Williams, Wood, and Wyandot.

One region consisting of the following counties: Ashtabula, Cuyahoga, Geauga, and Lake.

One region consisting of the following counties: Ashland, Columbiana, Holmes, Lorain, Mahoning, Medina, Portage, Stark, Summit, Trumbull, and Wayne.

One region consisting of the following counties: Allen, Auglaize, Champaign, Clark, Darke, Greene, Hardin, Logan, Mercer, Miami, Montgomery, Preble, and Shelby.

One region consisting of the following counties: Crawford, Delaware, Fairfield, Fayette, Franklin, Knox, Licking, Madison, Marion, Morrow, Pickaway, Richland, and Union.

One region consisting of the following counties: Belmont, Carroll, Coshocton, Guernsey, Harrison, Jefferson, Monroe, Muskingum, Noble, and Tuscarawas.

One region consisting of the following counties: Adams, Brown, Butler, Clermont, Clinton, Hamilton, Highland, and Warren.

One region consisting of the following counties: Athens, Gallia, Hocking, Jackson, Lawrence, Meigs, Morgan, Perry, Pike, Ross, Scioto, Vinton, and Washington.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.172 Child abuse and child neglect regional prevention councils.

(A) As used in this section, "county prevention specialist" includes the following:

(1) Representatives of agencies responsible for the administration of children's services in the counties within a child abuse and child neglect prevention region established in section 3109.171 of the Revised Code;

(2) Providers of alcohol or drug addiction services or representatives of boards of alcohol, drug addiction, and mental health services that serve counties within a region;

(3) Providers of mental health services or representatives of boards of alcohol, drug addiction, and mental health services that serve counties within a region;

(4) Representatives of county boards of developmental disabilities that serve counties within a region;

(5) Representatives of the educational community appointed by the superintendent of the school district with the largest enrollment in the counties within a region;

(6) Juvenile justice officials serving counties within a region;

(7) Pediatricians, health department nurses, and other representatives of the medical community in the counties within a region;

(8) Counselors and social workers serving counties within a region;

(9) Head start agencies serving counties within a region;

(10) Child care providers serving counties within a region;

(11) Other persons with demonstrated knowledge in programs for children serving counties within a region.

(B) Each child abuse and child neglect prevention region shall have a child abuse and child neglect regional prevention council as appointed under divisions (C), (D), and (E) of this section. Each council shall operate in accordance with rules adopted by the department of job and family services pursuant to Chapter 119. of the Revised Code.

(C)

(1) Each board of county commissioners within a region may appoint up to two county prevention specialists to the council representing the county, in accordance with rules adopted by the department of job and family services under Chapter 119. of the Revised Code.

(2) The children's trust fund board may appoint additional county prevention specialists to each region's council at the board's discretion.

(3) A representative of the council's regional prevention coordinator shall serve as a nonvoting member of the council.

(D) Each council member appointed under division (C)(1) of this section shall be appointed for a two-year term. Each council member appointed under division (C)(2) or (3) of this section shall be appointed for a three-year term. A member may be reappointed, but for two consecutive terms only.

(E) A member may be removed from the council by the member's appointing authority for misconduct, incompetence, or neglect of duty.

(F) Council members shall not receive compensation for their service to the council.

(G) The representative of the regional prevention coordinator shall serve as chairperson of the council.

(H) Each council shall meet at least quarterly.

(I) Council members shall do all of the following:

(1) Attend meetings of the council on which they serve;

(2) Assist the regional prevention coordinator in conducting a needs assessment to ascertain the child abuse and child neglect prevention programming and services that are needed in their region;

(3) Collaborate on assembling the council's regional prevention plan based on children's trust fund board guidelines pursuant to section 3109.174 of the Revised Code;

(4) Assist the council's regional prevention coordinator with all of the following:

(a) Implementing the regional prevention plan, including monitoring fulfillment of child abuse and child neglect prevention deliverables and achievement of prevention outcomes;

(b) Coordinating county data collection;

(c) Ensuring timely and accurate reporting to the children's trust fund board.

(5) Any additional duties specified in accordance with rules adopted by the department pursuant to Chapter 119. of the Revised Code.

(J) Each council shall file with the children's trust fund board, not later than the due dates specified by the board, a progress report and an annual report regarding the council's child abuse and child neglect prevention programs and activities undertaken in accordance with the council's regional prevention plan. The reports shall contain all information required by the board.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.173 Regional prevention coordinator.

(A) Each child abuse and child neglect regional prevention council shall be under the direction of a regional prevention coordinator. The children's trust fund board shall select each region's coordinator through a competitive selection process conducted by the board.

(B) Regional prevention coordinators shall do all of the following:

- (1) Select a representative to serve as chairperson of the regional prevention council;
- (2) Conduct a needs assessment to ascertain the child abuse and neglect prevention programming and services that are needed in the region;
- (3) Work with county prevention specialists in the region to assemble the regional prevention plan based on children's trust fund board guidelines pursuant to section 3109.174 of the Revised Code;
- (4) Implement the regional prevention plan, including the following:
 - (a) Monitoring fulfillment of prevention deliverables and achievement of prevention outcomes;
 - (b) Coordinating county data collection;
 - (c) Ensuring timely and accurate reporting to the board.
- (5) Any additional duties specified by the department in rules adopted pursuant to Chapter 119. of the Revised Code.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.174 Submission of regional prevention plan.

Each child abuse and child neglect regional prevention council shall submit to the children's trust fund board a regional prevention plan for funding child abuse and child neglect prevention programs and activities based on criteria set forth by the children's trust fund.

The plan shall be submitted on the form and in the manner specified in rules adopted by the department of job and family services pursuant to Chapter 119. of the Revised Code.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.175 Evaluation of plans.

On receipt of a regional prevention plan submitted pursuant to section 3109.174 of the Revised Code, the children's trust fund board may do either of the following:

- (A) Approve the plan;
- (B) Deny the plan;

(C) Require the submitting council to make changes to the plan and submit an amended plan to the board.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.176 Denial or reduction of funding.

(A) The children's trust fund board may deny funding or allocate a reduced amount of funds on a pro-rated daily basis to a child abuse and child neglect regional prevention council for the fiscal year for which a regional prevention plan was required to be developed under any of the following circumstances:

(1) If a council fails to submit to the board a regional prevention plan pursuant to section 3109.174 of the Revised Code by the date specified by the board;

(2) If a council fails to submit to the board an amended plan pursuant to division (C) of section 3109.175 of the Revised Code;

(3) If the board fails to approve a plan or an amended plan submitted by a council.

(B) The board may allocate a reduced amount of funds to a council on a pro-rated daily basis for the following fiscal year if the council fails to submit to the board a progress report or annual report as required by section 3109.172 of the Revised Code not later than the due dates specified by the board for those reports.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.177 Primary prevention strategies.

(A) As used in this section and section 3107.178 of the Revised Code, "primary prevention strategies" has the same meaning as in section 3109.13 of the Revised Code.

(B) Each children's advocacy center may annually request funds from the children's trust fund board to conduct primary prevention strategies.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.178 Requests for start-up costs.

(A) Each child abuse and child neglect regional prevention council may request from the children's trust fund board up to five thousand dollars for each county within the council's region to be used as one-time, start-up costs for the establishment and operation of a children's advocacy center to serve each county in the region or a center to serve two or more contiguous counties within the region.

(B) On receipt of a request made under this section, the board shall review and approve or disapprove the request.

(C) If the board disapproves the request, the board shall send to the requesting council written notice of the disapproval that states the reasons for the disapproval.

(D) No funds allocated to a council under this section may be used as start-up costs for any children's advocacy center unless the center has as a component a primary prevention strategy.

(E) A council that receives funds under this section in any fiscal year shall not use the funds received in a different fiscal year or for a different center in any fiscal year without the approval of the board.

(F) A children's advocacy center established using funds awarded under this section shall comply with sections 2151.425 to 2151.428 of the Revised Code.

(G) Each children's advocacy center that receives funds under this section shall file with its respective council, by the date specified by the board, an annual report that includes the information required by the board. The council shall forward a copy of the annual report to the board.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

3109.179 Rules.

(A) The department of job and family services shall adopt rules in accordance with Chapter 119. of the Revised Code regarding all of the following:

- (1) Operation requirements for child abuse and child neglect regional prevention councils;
- (2) The manner in which boards of county commissioners are to appoint council members;
- (3) The form and manner by which councils are to submit regional prevention plans.

(B) The department may adopt rules in accordance with Chapter 119. of the Revised Code regarding the following:

- (1) Duties of council members;
- (2) Duties of regional prevention coordinators;
- (3) Any other rules necessary to implement sections 3109.13 to 3109.178 of the Revised Code.

(C) The department shall consult with the children's trust fund board and the board's executive director regarding all rules adopted under this section.

Added by 131st General Assembly File No. TBD, HB 64, §101.01, eff. 9/29/2015.

5101:5-1-01 Regional prevention councils operation and regional prevention council member duties.

Regional prevention councils are established to serve child abuse and child neglect prevention regions created and defined under section 3109.171 of the Revised Code.

(A) Duties and structure of a regional prevention council.

(1) Each council is composed of county prevention specialists appointed by boards of county commissioners and the Ohio children's trust fund (OCTF) board.

(2) Every council is directed by a competitively selected regional prevention coordinator that selects a non-voting chairperson to lead the council and facilitate the completion of its tasks.

(3) Each council is charged with:

(a) Establishing standing workgroups,

(b) Developing and completing needs assessments,

(c) Developing, approving and implementing a regional child abuse and child neglect prevention plan based on OCTF criteria,

(d) Collecting data on the implementation of the plan and submitting a progress report and an annual report to the OCTF.

(4) Each council may request start-up funding from the OCTF for children's advocacy centers.

(B) Meetings and notices.

(1) All business transactions of each council shall be conducted in public meetings.

Each council shall meet in compliance with division (H) of section 3109.172 of the Revised Code at the call of the chairperson; and

(a) Held in accordance with a schedule adopted by each council at its first meeting; or

(b) Scheduled at a previous meeting of the council; or

(c) Special meeting called by the chairperson of the council.

(2) Public notice of meetings will specify the time and place of the meeting.

(a) Each council will maintain a list of persons who have requested notice of all meetings.

(b) Any person may obtain electronic mail notification of the time and place of any regularly scheduled meeting by requesting such notification from the council before the close of the business day prior to the meeting.

(c) In the event of a special meeting, the council will notify all listed persons by electronic mail notification as soon as possible after the special meeting is scheduled.

(3) Quorum.

A majority of the actual number of county prevention specialists that have been appointed to and are serving on the council at the time of a meeting where official action is to be taken constitutes a quorum to conduct a meeting. A majority of those members present and voting yes on a proposal shall constitute a favorable vote. All votes shall be conducted by roll call.

(4) Procedure.

When a question of parliamentary procedure arises, the most current edition of "Robert's Rules of Order" (2011) shall be followed as a guide for the proceedings of the council.

(5) Minutes.

The minutes shall be the record of the proceedings of the council.

(a) The minutes, at a minimum, shall provide a record of the council members present and any votes taken.

(b) Draft copies of the written minutes shall be circulated to the council in advance of each meeting.

(c) After approval, the approved version shall be retained for a period of seven years by the regional prevention coordinator of each council.

(d) Each council will make available a copy of the approved minutes to any person who requests them.

(6) Agenda.

The agenda shall be sent to each council member prior to the meeting. Each council will make available a copy of the meeting agenda to any person who requests it.

(C) Officers and their duties.

(1) The chairperson:

(a) Is selected by the council's regional prevention coordinator from among the county prevention specialists that have been appointed to and are serving on the regional prevention council.

(b) Serves as a nonvoting member of the council. The chairperson shall be the voice of the council and shall preside at all council meetings.

(c) May call upon the vice chairperson to preside during a meeting.

(2) A vice chairperson shall be selected by the council from among the members of the council.

(a) The vice chairperson shall preside in the event of the absence of the chairperson or upon the request of the chairperson.

(b) When presiding over a council meeting, the vice chairperson becomes a nonvoting member and functions in the same capacity as the chairperson.

(3) Under the direction of the chairperson, a staff member designated by the regional prevention coordinator shall keep the minutes of council proceedings.

(4) Other officers of the council shall include the chairpersons of workgroups who are designated by the council.

(D) Workgroups.

(1) In conducting its business and fulfilling its duties pursuant to sections 3109.172, 3109.174 and 3109.178 of the Revised Code, each child abuse and child neglect regional prevention council, as defined in section 3109.171 of the Revised Code, shall create the following workgroups at its initial meeting or within two months thereafter:

(a) A child abuse and child neglect prevention month planning workgroup:

(i) Shall examine existing child abuse and child neglect prevention month activities, programs and/or events,

(ii) Shall then recommend to the full council specific child abuse and child neglect prevention month activities, programs and/or events to be considered for inclusion in the regional prevention plan that each child abuse and child neglect regional prevention council submits to the OCTF board pursuant to section 3109.174 of the Revised Code.

(iii) This workgroup will also make recommendations for coordinating and disseminating the OCTF board's child abuse and child neglect prevention month campaign messaging and materials.

(b) A needs assessment workgroup that will coordinate the council's needs assessment activities.

(c) A prevention plan workgroup that will coordinate the development of the council's regional prevention plan for funding child abuse and child neglect prevention programs and activities.

(2) Each child abuse and child neglect regional prevention council may create additional workgroups and assign any tasks it deems necessary to facilitate the implementation of its assigned duties.

(3) Council members shall self-select into workgroups. Workgroup members may include non-council members such as experts in a particular field whose knowledge may assist the workgroup in the completion of its assigned duties.

(4) The council designates a workgroup chairperson from among the workgroup members who are also members of the council.

(5) Council members shall self-select into and councils shall designate chairpersons for the workgroups created under paragraphs (D)(1)(a), (D)(1)(b) and (D)(1)(c) of this rule at the council's initial meeting or within two months thereafter.

(6) The council chairperson shall ensure that a sufficient number of council members self-select into each workgroup so as to facilitate each workgroup's completion of its assigned tasks.

(7) All meetings of a workgroup created under paragraph (D) of this rule will be public.

(a) Each workgroup will relay the date, location and time of each meeting to the child abuse and child neglect regional prevention coordinator no less than three working days prior to the meeting.

(b) The coordinator, on behalf of the council, will:

(i) Send electronic notification of the date, location and time of each meeting to the OCTF.

(ii) Send electronic notification of the date, location and time of each meeting to a list of persons who have requested notice of the workgroup meetings.

(c) This electronic notification will be sent no less than two working days prior to the workgroup meeting.

(d) The coordinator shall also keep minutes of all workgroup meetings.

(8) Each workgroup created under paragraph (D) of this rule will meet as needed and will report on its work and make any recommendations necessary in the completion of its assigned tasks to the full council.

(9) Workgroups created under paragraph (D) of this rule do not take official actions and a child abuse and child neglect regional prevention council is not required to adopt or implement any recommendations put forth by a workgroup. The council will review each workgroup's report and recommendations and may take official action on them to the extent council deems necessary.

(E) Each child abuse and child neglect regional prevention council and its regional prevention coordinator shall collaborate on assembling the council's regional child abuse and child neglect prevention plan within the OCTF online system. The council shall then submit its regional prevention plan to the OCTF board by submitting the form JFS 01475, "Ohio children's trust fund regional child abuse and child neglect prevention plan submission" (Rev. 1/2016).

(F) Pursuant to division (I)(5) of section 3109.172 of the Revised Code, each regional prevention council member shall:

(1) Serve on a minimum of one workgroup.

(2) Assist the regional prevention coordinator in conducting comprehensive needs assessments in addition to the initial assessment as outlined in division (I)(2) of section 3109.172 of the Revised Code.

(G) Pursuant to division (I)(2) of section 3109.172 of the Revised Code and paragraph (F) of this rule, assisting the regional prevention coordinator in conducting needs assessments shall include, but not be limited to, the acquisition of county level data.

(H) Service on regional prevention councils is voluntary and council members shall not receive compensation for their service to the council.

(I) A regional prevention council member who fails to attend at least three-fifths of the regular and special meetings held by the council during any two-year period forfeits the member's position on the council.

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Rule Amplifies: 3109.172, 3109.174

5101:5-1-02 Regional prevention coordinator duties and selection process.

(A) In clarifying section 3109.173 of the Revised Code, regional prevention coordinator refers to an Ohio children's trust fund (OCTF) board competitively selected entity that directs each child abuse and child neglect regional prevention council.

(B) Pursuant to division (B)(1) of section 3109.173 of the Revised Code, each regional prevention coordinator shall select a representative to serve as chairperson of the regional prevention council from among the county prevention specialists that have been appointed to and are serving on the regional prevention council.

(1) The coordinator will inform the OCTF of the selection in writing.

(2) The regional prevention coordinator will then receive written confirmation of the selection that includes the start and end dates of the representative's term of service.

(C) Pursuant to division (B)(2) of section 3109.173 of the Revised Code, each regional prevention coordinator shall conduct a comprehensive needs assessment to ascertain the child abuse and child neglect prevention programming and services that are needed in the region.

(1) The initial needs assessment shall be completed prior to submitting a regional prevention plan pursuant to section 3109.174 of the Revised Code.

(2) Each regional prevention coordinator shall also conduct a comprehensive needs assessment every five years.

(3) Each regional prevention coordinator will provide a copy of each completed needs assessment to each board of county commissioners within their region as well as to the OCTF.

(D) Each regional prevention coordinator shall perform, for the child abuse and child neglect regional prevention council(s) they are selected to direct according to division (A) of section 3109.173 of the Revised Code, the following additional duties pursuant to division (B)(5) of section 3109.173 of the Revised Code:

(1) Budgetary, procurement, and other related management functions of the council and council workgroups;

(2) Administrative functions of the council and council workgroups including, but not limited to:

(a) Creation and dissemination of council and council workgroup meeting minutes, notices and agendas as well as retention of these items for a period of seven years;

(b) Creation and maintenance of council and council workgroup member rosters;

(c) Advising the OCTF and board of county commissioners of the vacancy of any board of county commissioner appointed council member no later than five business days after the position is vacated; and

(d) Advising the OCTF of the vacancy of any Ohio children's trust fund board appointed council members no later than five business days after the position is vacated.

(3) In assembling the child abuse and child neglect regional prevention council's regional prevention plan for funding child abuse and child neglect prevention programs and activities, each regional prevention coordinator will comply with all applicable federal laws, outlined in 2 C.F.R., subtitle A, chapter II, part 200 (8/27/2015) (circular A-81 of the federal office of management and budget) in selecting the service providers/vendors that will be responsible for delivering the child abuse and child neglect prevention programs and activities contained within the prevention plan.

(4) Each regional prevention coordinator will serve as the council's liaison to the OCTF and will participate in regular calls with OCTF staff. Each coordinator will also provide progress updates as well as any information requested by the OCTF.

(5) Each regional prevention coordinator will provide progress updates to each board of county commissioners within their region.

(E) If a regional prevention coordinator is unable to continue and/or is not fulfilling its statutory obligations, then the Ohio children's trust fund board shall:

(1) Utilize a competitive selection process to select a new regional prevention coordinator in order to ensure its compliance with division (B)(1) of section 3109.17 of the Revised Code.

(2) Direct the OCTF staff to serve as regional prevention coordinator for the region on a temporary basis until such time as a new regional prevention coordinator is competitively selected.

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Rule Amplifies: 3109.173

5101:5-1-03 oards of county commissioners appointing of regional prevention council members.

(A) Pursuant to division (C)(1) of section 3109.172 of the Revised Code, each board of county commissioners within a region may appoint up to two county prevention specialists to the council representing the county.

(B) If a regional prevention coordinator selects as its representative to serve as chairperson of the regional prevention council a county prevention specialist that was appointed to the council by a board of county commissioners, then that board of county commissioners may appoint a county prevention specialist to fill the vacancy.

(C) Commissioners appoint county prevention specialists to the council by submitting written notification to the Ohio children's trust fund (OCTF) containing the following information for each appointed individual:

- (1) Full name.
- (2) Business address.
- (3) City.
- (4) State.
- (5) Zip code.
- (6) Phone number.
- (7) Email address.
- (8) One of the following: resume, curriculum vitae or short biography.

(D) The board of county commissioners and the regional prevention coordinator serving the county will receive written confirmation of the appointment that includes the start and end dates of each appointee's term of service on the regional prevention council.

(E) Pursuant to division (D) of section 3109.172 of the Revised Code:

- (1) Regional prevention council members appointed by a board of county commissioners shall serve a two-year term and may be reappointed in the manner outlined in paragraph (C) of this rule.
- (2) Any board of county commissioner appointed member vacancies on the council shall be filled for the balance of the unexpired term in the manner outlined in paragraph (C) of this rule.
- (3) Regional prevention council members appointed by a board of county commissioners shall serve until the member's successor is appointed, or until a period of sixty days has elapsed, whichever occurs first. No member may serve more than two consecutive full terms.

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5101:5-1-04 Regional prevention council designations.

For each child abuse and child neglect prevention region created and defined under section 3109.171 of the Revised Code, the child abuse and child neglect regional prevention council established to serve it under division (B) of section 3109.172 of the Revised Code shall be designated as follows:

(A) Northwest Ohio regional prevention council - for the region consisting of Defiance, Erie, Fulton, Hancock, Henry, Huron, Lucas, Ottawa, Paulding, Putnam, Sandusky, Seneca, Van Wert, Williams, Wood and Wyandot counties;

(B) Great Lakes Ohio regional prevention council - for the region consisting of Ashtabula, Cuyahoga, Geauga and Lake counties;

(C) Northeast Ohio regional prevention council - for the region consisting of Ashland, Columbiana, Holmes, Lorain, Mahoning, Medina, Portage, Stark, Summit, Trumbull and Wayne counties;

(D) Western Ohio regional prevention council - for the region consisting of Allen, Auglaize, Champaign, Clark, Darke, Greene, Hardin, Logan, Mercer, Miami, Montgomery, Preble and Shelby counties;

(E) Central Ohio regional prevention council - for the region consisting of Crawford, Delaware, Fairfield, Fayette, Franklin, Knox, Licking, Madison, Marion, Morrow, Pickaway, Richland and Union counties;

(F) Eastern Ohio regional prevention council - for the region consisting of Belmont, Carroll, Coshocton, Guernsey, Harrison, Jefferson, Monroe, Muskingum, Noble and Tuscarawas counties;

(G) Southwest Ohio regional prevention council - for the region consisting of Adams, Brown, Butler, Clermont, Clinton, Hamilton, Highland and Warren counties; and

(H) Southeast Ohio regional prevention council - for the region consisting of Athens, Gallia, Hocking, Jackson, Lawrence, Meigs, Morgan, Perry, Pike, Ross, Scioto, Vinton and Washington counties.

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