



*Stronger Counties. Stronger Ohio.*

209 East State Street • Columbus, Ohio 43215-4309  
Phone: 614-221-5627 • Fax: 614-221-6986  
Toll Free: 888-757-1904 • [www.ccao.org](http://www.ccao.org)

Cheryl Subler, Executive Director

**October 6, 2020**

**TO:** ALL COUNTY COMMISSIONERS, COUNTY EXECUTIVES, COUNTY COUNCIL MEMBERS,  
COUNTY ADMINISTRATORS AND COUNTY CLERKS

**FROM:** CHERYL SUBLER, EXECUTIVE DIRECTOR  
RACHEL MASSOUD, POLICY ANALYST  
ADAM SCHWIEBERT, POLICY ANALYST

**RE:** OCTOBER 6, 2020 COVID-19 UPDATES

### Key Resources

1. [CCAO CARES Act Funds Resources Webpage](#)
2. [OBM Ideas on How to Use Coronavirus Relief Funding](#)
3. [OBM CARES Act Funds Guidance 10.1.2020](#)
4. [CCAO Guidance on Using CARES Act Funds](#)
5. [Treasury Guidance CARES Act Funds 9.2.2020](#)
6. [Treasury CARES Act Funds FAQs 9.2.2020](#)
7. [CAB: Employees Returning to Work FAQs](#)
8. [CAB: Layoffs and Furloughs Under Civil Service Law 7.15.2020](#)

[CCAO COVID-19 Resources Page](#)

### **Gov. DeWine's Press Conference**

During today's press conference, Gov. DeWine discussed COVID-19 hospital admissions data trends. The governor indicated they are starting to see hospitalizations tick up again, after declining since the state's peak in July. The average age of hospitalizations is increasing. The governor also noted that, through July, more than half of Ohio's COVID-19 hospitalizations were coming from urban counties. Now, more and more people in rural counties are being hospitalized.

Gov. DeWine said his administration is working with the legislature to use CARES Act dollars to help Ohioans struggling to pay their rent, mortgage, or water/sewer bills, as well as to help small businesses and non-profits. The administration hopes to make an announcement on these items soon.

There was an increase of 1,335 total COVID-19 cases statewide from yesterday's data. For more COVID-19 numbers, visit [coronavirus.ohio.gov](http://coronavirus.ohio.gov).

A video of the governor's October 6<sup>th</sup> press conference can be found [here](#). **The next COVID-19 press conference is scheduled for Thursday, October 8<sup>th</sup> at 2 p.m.** Press conferences can be viewed on [www.ohiochannel.org](http://www.ohiochannel.org).



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## **HB 614 CARES Act funds on their way to local governments**

The Ohio Office of Budget and Management (OBM) indicated that they processed the HB 614 CARES Act funds payment last Friday (October 2). The payment should reach most local government accounts today, though some accounts may have received the funds yesterday depending on bank processing, etc.

As a reminder, OBM has several resources related to these dollars on their [website](#). Additionally, CCAO has a [CARES Act Funds Resources webpage](#) that includes examples of how counties are using their funds. CCAO has hosted [two webinars](#) showcasing examples of how counties are spending their CARES dollars. If you have questions, please contact Jon Honeck at [jhoneck@ccao.org](mailto:jhoneck@ccao.org).

## **CCAO Model Resolution to Appropriate Coronavirus Relief Funds for Public Safety Payroll Expenses**

In September, the US Treasury Department clarified the ability of local governments to use Coronavirus Relief Funds to support payroll expenses of public safety and public health employees even if they were previously budgeted. CCAO has worked with members to develop a [model resolution](#) that counties may adopt for this purpose. When considering public safety positions, the Office of Budget and Management has determined that the Sheriff position is not eligible for reimbursement because it is occupied by an elected official. Otherwise, deputy sheriffs, emergency medical responders, corrections and detention officers, and those who directly support such employees, such as dispatchers and supervisory personnel, are eligible. CCAO has assembled relevant portions of the Treasury guidance into a [summary document](#) for the convenience of members.

It should be noted that **future** payroll expenses (until 12/30/2020) may need to be encumbered due to the November 20 deadline for recollection of unencumbered funds within the county. The state Office of Budget and Management issued the following [guidance](#) (see page 17) with respect to this issue:

### **How do I handle encumbering obligations for items like payroll and direct charges that are not legally required to be encumbered and the accounting system will not permit the ability to open a PO for these types of direct charges? (added October 1, 2020)**

Encumbrances should follow the normal purchase order process (which may include, issuance of regular purchase orders, Then and Now Certifications, Blanket POs and Super Blanket POs). Direct charges (e.g., payroll) are not normally required to be “encumbered” in the accounting system; however, in light of the language in HB 481 and HB 614, and the latest federal guidance on the use of these funds, entities should consider encumbering **eligible** direct charges in their accounting system for the CRF when possible. Under R.C. 131.01 of the Revised Code an “encumbering document” is defined as a document reserving all or part of an appropriation. If the accounting system does not permit establishment of a PO/encumbrance for a direct charge, entities should consult with their legal counsel and consider whether having the governing board pass an ordinance or resolution to effectively encumber such charges is a viable option to legally encumber CRF direct charges. The resolution/ordinance should include information that would normally be included in a PO and maintained in the same manner as all other CRF reporting documents.

Members with questions should contact Jon Honeck, [jhoneck@ccao.org](mailto:jhoneck@ccao.org), 614-600-8900.

## **CRF REPORTING REMINDER: First Report due to OBM by October 20, 2020**

Counties that receive CRF resources from the state are required to file reports in the OBM grants portal. The grants contact listed on the registration will be provided a log-in to access and complete the financial status reports. OBM is requiring two interim financial status reports and a final close-out financial status report.

- The first interim report is due October 20, 2020 for activity through September 30, 2020.
- The second interim report is due January 6, 2021 for activity from October 1, 2020 through December 31, 2020. Any unobligated funds reported on this report must be returned to OBM no later than February 1, 2021.
- A final close-out report is due February 10, 2021 to report final liquidation activities that occurred from January 1, 2021 to January 31, 2021. Any cash on hand reported on this report must be returned to OBM no later than February 1, 2021.

Members with questions about the OBM grant reporting process may send their questions to [Grants@obm.ohio.gov](mailto:Grants@obm.ohio.gov).

**Upcoming CCAO Briefing Call with U.S. Senator Sherrod Brown – October 8<sup>th</sup> at 3:00 p.m.**

CCAO invites you to join a conference call with Senator Sherrod Brown on Thursday, October 8<sup>th</sup> at 3:00 pm. Senator Brown will provide a brief update on efforts to negotiate the next federal legislative package to address the impact of the COVID-19 pandemic. He would like to hear your thoughts regarding what should be prioritized in the legislation and welcomes your questions and feedback as county leaders. Conference line information is as follows:

**Thursday, October 8, 3:00 – 3:30 pm**

**Conference Line: 877-273-4202**

**PIN: 889-229-624#**

As a reminder, participants on the call will be muted. Participants may text their questions to CCAO Policy Analyst Rachel Massoud, 513-543-3723.

**Request for counties to share CARES Act spending plans with CCAO policy team**

With CARES Act funds being distributed to local governments across the state, counties have a number of options for how they may utilize their funds. As your county decides how to spend its CARES Act funds, please share your ideas with the CCAO policy team. Your ideas can serve as valuable examples to other counties considering different funding options. Please send any resolutions or spending plans to Jon Honeck at [jhoneck@ccao.org](mailto:jhoneck@ccao.org).

**Other Resources**

[ODJFS Director Hall Weekly Call Notes 10.5.2020](#)

[Public Health Advisory System Map and Resources](#)

[Ohio COVID-19 Travel Advisory Information](#)

[Current Information Regarding Reopening](#)

[Editable #InThisTogetherOhio Logo](#)

[NACo COVID-19 webpage](#)

Visit <https://ccao.org/resources/coronavirus-updates/> for updates, FAQs and previous memos. Current information from the Ohio Department of Health can be found at [www.coronavirus.ohio.gov](http://www.coronavirus.ohio.gov). If you want to help

Ohio's response to this pandemic, you can contact the state at [together@governor.ohio.gov](mailto:together@governor.ohio.gov). If you have questions regarding this memo or best practice suggestions relating to COVID-19, please contact Rachel Massoud, policy analyst, at [rmassoud@ccao.org](mailto:rmassoud@ccao.org).