



BACK ON TRACK

2023 OTA WINTER CONFERENCE

WORKSHOP DESCRIPTIONS

Wednesday, January 25

1:00 – 2:15 p.m.

Maintaining Order in Meetings While Not Getting the Township Sued (CE)

This session will explore how to properly handle meetings that get “out-of-order:” balancing the rights of the audience while maintaining order; handling the cheers, jeers, hisses, and boos; what do to about signs, video cameras, ringing phones and crying toddlers (or adults); whether three minutes really means “three minutes” for public comment; removing the unruly person and determining when they have gone “too far.”

Alternative Paving Techniques

This session will focus on the overlay, reconstruction, and rehabilitation of existing roadways. Attendees will gain a better understanding of the use of some non-traditional construction materials that are well-suited for the township roadway network. Cold mix paving and asphalt recycling will be discussed. The attendees will leave this session understanding where and when to use the construction materials and construction methods to extend the monies the township has for pavement reconstruction.

Abandoned Properties

Every township has at least one. A property where the grass is unruly, the roof is caving in, and the owner is nowhere to be found. In this session, we’ll “get into the weeds” and discuss statutory tools and other strategies to help address abandoned properties.

Epic Fails! Top HR Errors that Every Supervisor Should Avoid

Developing good management practices and procedures are critical to avoiding liability for employment decisions. This session will review some of the top HR/employment law errors to avoid and provide management best practices.

Forest Lawn Stormwater Park - 6119 Stormwater Districts for the Win!

Learn about how the ABC 6119 Water and Stormwater District led the way, building partnerships to construct a regional stormwater park. During this workshop, you will learn about how 6119 Regional Water and Sewer Districts can partner with other governmental and public entities to build stormwater infrastructure that also provides educational and recreational opportunities using a former elementary school site. Come learn about the legal, developmental, and partnership building needed to construct a stormwater park.

H.B. 140 and Campaign Guidance Update (CE/CPIM)

This session will outline township levy law, emphasizing the changes mandated by HB 140 (first effective for the May 2023 election). We will also discuss updates to campaign guidance.

The Role of the Health District Advisory Council

This session will review the legal requirements of the health district advisory council (DAC) and accreditation for local health districts. We will describe best practices for DAC members, training, and the role the local health district plays in nuisances and orders for condemning property. Finally, we will describe the benefits of having a DAC and take questions.

OTALA: Building Sustainable Communities

This is a workshop about developing a better understanding of the concept of sustainable communities and learning about the principles and practices that provide a framework for developing sustainable communities. The workshop is designed to explore the relationships between growth, development, environment, ecology, social structure, and civic culture.

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Wednesday, January 25

1:45 – 3:45 p.m.

Ohio Ethics Law (CE)

This high-energy interactive course provides timely information regarding the Ohio Ethics Commission and about restrictions in the Ohio Ethics Law and related statutes that pertain to all public-sector employees and private-sector parties who are regulated or do business with public offices. With relevant examples and references to past ethics investigations, attendees will be well-equipped to better understand and comply with the Ohio Ethics Law.

Wednesday, January 25

2:30 – 3:45 p.m.

How to Win Over Your Citizens

This informative and (dare we say) entertaining presentation will focus on how to establish positive relationships with the citizens in your community during what is arguably one of the most challenging of times to be a figurehead in local government. A trustee and administrator from one of our largest townships will talk about how they've been successful in this area and provide tips that townships of any size can use.

Building a Relationship with Your County Engineer

Explore the office of the county engineer to learn all the resources available to benefit your township. Once you learn the duties of your county engineer and how they correspond with you, you can build a productive relationship that will benefit your residents and make your job easier.

Creating a Cybersecurity Response Plan (CE/CPIM)

A cybersecurity plan specifies the security policies, procedures, and controls required to protect an organization against threats and risks, internal and external. The session will cover why it is important to include a cybersecurity response plan in your disaster recovery plan.

Cemetery Administration, Policies, & Grants (CE)

Learn about cemetery administration, maintenance best practices, and the Ohio Cemetery Grant Program in this informative session. This workshop will go in detail on the grant's uses, application eligibility, and application process from start to finish.

OTALA: Communicating and Working with Citizens

This is a workshop about establishing more positive and effective relationships with all residents of the community. The workshop is built around the principles that should define the relationships between government and residents. The content of the session will be based on best practices that are used in many locations around the state and nation to provide a framework for building effective relationships and engaging community residents with their government in very positive ways.

Governor's Task Force on the Volunteer Fire Service Update

This session will provide an update about the work of the Governor's Task Force on the Volunteer Fire Service. The task force was charged with the job of determining common problems and challenges that Ohio's volunteer fire departments face and recommend possible solutions to correct existing problems.

Statutory Limits on Township Zoning

Township zoning authority is delegated by Ohio's legislature, but there are limits to township zoning powers. In this session, we'll review Ohio Revised Code statutory provisions that limit township zoning authority, such as zoning exemptions for public utilities, agriculture, agritourism, telecommunications towers, and bioenergy production.

Public Infrastructure Funding: Case Studies (CE/CPIM)

This session will highlight strategies used to fund public infrastructure improvement projects in Ohio townships. The session will include a brief overview of Ohio funding agencies and strategies to combine and maximize grants, low-interest loans, and local funding.

Legislative Update

There's always something going on at the Ohio General Assembly. This session will cover enacted and pending legislation and how the OTA has engaged on behalf of Ohio townships.

Thursday, January 26

1:00 – 2:15 p.m.

What Happens if Marijuana is Legalized?

With a serious push under the current federal administration to de-schedule marijuana, this session will explore the current and expected legal status of marijuana in Ohio, township employee and citizen marijuana use, possession, sale and distribution, and township drug testing policies.

Alternative Funding for Roads

The motor fuel tax represents the largest funding source for transportation projects in Ohio. However, as vehicles become more fuel-efficient and electric vehicles more prevalent, drivers are purchasing less fuel, resulting in less revenue that Ohio can use to maintain and repair the state's transportation infrastructure. With construction costs increasing and fuel consumption decreasing, a new way to fund road and bridge maintenance needs to be found. This presentation will provide an overview and update on the Ohio Department of Transportation's Revenue Alternatives Study to evaluate various alternative revenue mechanisms to replace the fuel tax and stabilize transportation revenues well into the future.

Fiscal Officer Roundtable (CE)

This fiscal officer roundtable is a discussion driven by the participants. The floor is open to any topics that the participants wish to discuss.

Communications Plan Part I

Facing the news media can be nerve-racking, even under the best conditions. Now imagine yourself in a crisis or emergency situation facing hostile reporters who want answers to their tough questions. What would you do? What do you say? Do you have a written plan? Have you practiced executing that plan? Is everyone in your township familiar with the plan, and do they understand the role they'll play in a crisis situation? AFTER a crisis hits is NOT the time to find out the answers to these questions.

Broadband Funding in Ohio: What's Next? (CE)

In this session, we will discuss the different broadband funding sources from the different federal programs that are coming up. We will also discuss how townships will be a part of the process, including during the stakeholder engagement phase of the five-year plan as well as how to be an advocate for specific projects.

Shaping Policy and Best Practices Through Understanding Qualified Immunity Decisions

This topic will encompass an update on the qualified immunity decisions over the last year and highlight the different areas of police practice where policies and application, particularly in the area of use of force, can be improved and upgraded.

Zoning Law Update (CE/CPIM)

Come review and discuss recent zoning court cases, laws, and other regulations that could affect your township.

How to Prepare for an Audit (CE/CPIM)

This session will provide information on preparing for an audit.

Collective Bargaining – Maximizing Your Negotiations

Attendees will learn the importance of strategic planning, preparing for negotiations, assembling your team, tips for dealing with negotiation tactics, and an overview of issues that are being seen at the table.

Water Quality Issues

Scientific research at the Ohio State University's Stone Lab is tackling water quality issues affecting townships across Ohio. From algae blooms to fertilizer applications, learn better practices to benefit water quality. We will also be discussing the new H2Ohio program has funding available to restore wetlands that can benefit townships.

Strategies for Community Development & Redevelopment (CE/CPIM)

This session will discuss the issues surrounding community development and redevelopment, including strategies that townships can pursue on their own and with partners. It will also include discussions of applicable state programs.

OTALA: General Workshop

This basic course is designed to provide participants with an overview of the basic issues, expectations, and practices associated with serving in public office. Learn principles and practices for improving your tenure and service.

Thursday, January 26

3:00 – 4:15 p.m.

Where the Trustee Responsibility Ends and the Fiscal Officer Begins (CE/CPIM)

This course will present and review the Ohio Revised Code statutory duties and authorities of the township trustees, individually and as a board, as well as the fiscal officer, in the performance of their elected offices. The discharge of the duties will be presented in the context of mandated, prohibited, and permissive actions of the elected officials, as well as the differences in the duties and authority of the trustees and fiscal officer as independently elected officeholders and how the trustees and fiscal officer work together to properly run the township.

Licensing, Regulations, and Restrictions – Oh My! An Overview on CDLs in Townships

This presentation will discuss commercial driver's licenses (CDL) in townships, including initial licensing requirements, regulations, restrictions to follow, and case law on CDLs and liability. Lastly, best practices and suggested policy language will be provided to ensure that each township is up to date on the latest CDL information.

Zoning in an Ever-Changing World

This interactive session will look at trends in zoning and how things are continually changing. We will discuss how COVID-19 and world events over the past few years have affected business relationships, interactions with residents, types of complaints received, and how this all affects how zoning is enforced at a township level. We will discuss common violations and how to best handle them, along with various legal tips to have a successful outcome. Recent legal trends and case law as it pertains to zoning will also be highlighted.

The Critical Elements of Property & Liability Insurance Protection

Having a well-rounded risk management program is extremely important for townships today. This session will highlight important property and casualty coverage elements, key risk control initiatives and essential claims considerations and guidelines.

Communications Plan Part II

In a continuation from the prior session, attendees will not only have a much better idea of what it feels like to face the media, especially in a crisis communication situation but will also have a summary of specific takeaway points to help you put together a crisis communications plan for your township, one that will help you face a crisis communications situation in real life.

Ohio EMS & Fire Service: What Townships Should Know

Join Division of EMS Executive Director Robert Wagoner and Deputy Director Aaron Jennings for an engaging discussion to share your related concerns with the Division of EMS. You'll also have an opportunity to learn about the certification of EMS and fire service providers by the Division of EMS; personnel trends, staffing issues, and recruitment/retention challenges confronting Ohio EMS and fire service agencies; and specific laws/rules that are applicable in these settings and share possible mitigation strategies.

Indigent Burials

The death of an indigent person is something most townships will face at some point. State law imposes some obligations on the home community of the deceased. This workshop will cover considerations for developing and updating your indigent burial practices and policies.

How to Prepare for a Single Audit (CE/CPIM)

This session will provide information on preparing for a Single Audit.

OCS Overview/Update (CE)

This session will provide an overview of the Ohio Compliance Supplement (OCS). We will also cover how to establish a new fund and other compliance matters relevant to townships.

OTALA: Technology in Local Government

This is a workshop about the uses, applications, and limitations of electronic technology, especially computers, in local government. The workshop will focus upon five themes relating to computers and technology in local government – selecting hardware and software, common applications, and practices currently in use among many local officials, new applications of government-on-line, emerging uses, and policies relating to the use of government computers.

Avoiding Annexation

Protecting your borders from annexation continues to be a major challenge for most townships. This presentation will address all of the major tools and strategies available to help increase boundary stability and prevent annexation, including an in-depth discussion of the most effective strategies available under Ohio law.

The Benefits of Cooperative Purchasing

As a government purchaser, and one who is entrusted with taxpayer dollars, your time is both limited and valuable. Although many governments default to creating their own contracts by running their own competitive bidding process, they don't have to. Cooperative purchasing is an established legal best practice that helps governments significantly shorten purchasing timelines and achieve cost savings, making your life easier as an elected official or government purchaser.

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Friday, January 27

9:00 – 10:00 a.m.

How to Win Over your Citizens (repeat)

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Alternative Funding for Roads (CE/CPIM) (repeat)

The motor fuel tax represents the largest funding source for transportation projects in Ohio. However, as vehicles become more fuel-efficient and electric vehicles more prevalent, drivers are purchasing less fuel, resulting in less revenue that Ohio can use to maintain and repair the state's transportation infrastructure. With construction costs increasing and fuel consumption decreasing, a new way to fund road and bridge maintenance needs to be found. This presentation will provide an overview and update on the Ohio Department of Transportation's Revenue Alternatives Study to evaluate a variety of alternative revenue mechanisms to replace the fuel tax and stabilize transportation revenues well into the future.

Local Official's New Role in Solar Projects

Recent legislation made substantial changes to the process of siting large wind and solar projects to increase local input. Learn more about Senate Bill 52 and your role in the siting process.

Cemetery Administration, Policies, & Grants (CE) (repeat)

Learn about cemetery administration, maintenance best practices, and the Ohio Cemetery Grant Program in this informative session. This workshop will go in detail on the grant's uses, application eligibility, and application process from start to finish.

OTALA: Conducting Effective Meetings

This is a workshop about the principles that provide a framework for conducting effective meetings. The workshop is divided into seven parts: meeting types; legal requirements; pre-meeting activities; meeting environment; process, rules, and procedures; conducting the meeting –process and dynamics; and bringing closure and finishing the requirements.

UAN Update (CE)

This session will discuss the most common issues raised by UAN clients during this year's end and how to resolve them. New or modified UAN application functionality features will also be presented.

Disciplining Township Safety Employees and Volunteers

This session will review Ohio township laws as they relate to the discipline of township fire and police employees, due process considerations, as well as case examples.

The Vital Need for Land Use Planning in Uncertain Times

The past several years have brought great uncertainty to communities throughout Ohio. This can be daunting, frustrating, and even paralyzing for township leaders. But townships have many options for how they can engage in planning for future land use to mitigate challenges and provide a road map for the future. It is now more important than ever to take action.

Collective Bargaining – Maximizing Your Negotiations (repeat)

Attendees will learn the importance of strategic planning, preparing for negotiations, assembling your team, tips for dealing with negotiation tactics, and an overview of issues that are being seen at the table.

Township Tech Tips

A well-crafted township website is a joy to use and a community hub for township events, notices, contact information, and more. While a website is a primary resource in your tech toolbelt, there are additional tools available to your township teams. Learn about the latest tech trends that streamline processes without draining critical time and resources. New this year - we will walk you through creating your own website QR code!

Liquor Laws and Local Governments

This session will cover a range of topics that relate to liquor laws and local governments. Included in the discussion will be economic development tools such as community entertainment districts and designated outdoor refreshment areas, knowing when a government can object to a liquor permit, and how event permits get issued.

Current Trends and Updates on the Use of ARPA Funds

Discuss how the federal procurement guidelines work and apply, along with the new avenues available through the revenue loss category for expenditures. We will also discuss the projects many townships are adopting for use of the money and welcome any questions you have on ARPA.

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Friday, January 27

10:30 – 11:30 a.m.

What Happens if Marijuana is Legalized? (repeat)

With a serious push under the current federal administration to de-schedule marijuana, this session will explore the current and expected legal status of marijuana in Ohio, township employee and citizen marijuana use, possession, sale, and distribution, and township drug testing policies.

Building a Relationship with your County Engineer (repeat)

Explore the office of the county engineer to learn all the resources available to benefit your township. Once you learn the duties of your county engineer and how they correspond with you, you can build a productive relationship that will benefit your residents and make your job easier.

Outlook on Investments: How to Take Advantage of this Interest Rate Environment (CE/CPIM)

In this session, participants will hear an update on the economic and interest rate environment. Additionally, participants will learn about ways to take advantage of the elevated interest rates we see in today's markets.

Worker's Compensation 101

Sedgwick and Sedgwick Managed Care Ohio will review the basics of the Ohio workers' compensation system. The presentation will review the roles of the TPA and the MCO, as well as provide strategies for your workers' compensation program.

Impact of Trails on Your Community

Why should our communities care about developing trails? What are the impacts trails have on communities across the spectrum of size, demographics, and location? From economic to health to recreational, the benefits that trails bring are significant. This session will dive into real examples from around the state, highlighting the transformational impact on Ohio's townships.

Strategies for Community Development & Redevelopment (CE/CPIM) (repeat)

This session will discuss the issues surrounding community development and redevelopment, including strategies that townships can pursue on their own and with partners. It will also include discussions of applicable state programs.

Governor's Task Force on the Volunteer Fire Service Update (repeat)

This session will provide an update about the work of the Governor's Task Force on the Volunteer Fire Service. The task force was charged with the job of determining common problems and challenges that Ohio's volunteer fire departments face and recommend possible solutions to correct existing problems.

Abandoned Properties (repeat)

Every township has at least one. A property where the grass is unruly, the roof is caving in, and the owner is nowhere to be found. In this session, we'll "get into the weeds" and discuss statutory tools and other strategies to help address abandoned properties.

Ohio Budgetary Law (CE/CPIM)

The budgetary process affects all functions in a local government. This session will provide an overview of the process from start to finish, including amending the budget during the year, limitations imposed, and the role of the county budget commission.

Broadband Funding in Ohio: What's Next? (CE) (repeat)

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The Role of the Health District Advisory Council (repeat)

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Establishing Funds for Capital Funds, Reserve Balance Funds, and Accumulated Benefits (CE/CPIM)

The Critical Elements of Property & Liability Insurance Protection (repeat)

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Forest Lawn Stormwater Park - 6119 Stormwater Districts for the Win! (repeat)

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Shaping Policy and Best Practices Through Understanding Qualified Immunity Decisions (repeat)

This topic will encompass an update on the qualified immunity decisions over the last year and highlight the different areas of police practice where policies and application, particularly in the area of use of force, can be improved and upgraded.

Public Hearing Requirements, Rules, & Procedures

This presentation will center on the various matters handled by Ohio township officials that require public hearings including the difference between public hearings and hearings for quasi-judicial/administrative hearings that are held in public meetings. The legal requirements of each are different, and officials should find this presentation practical and helpful when conducting both types of hearings.

Reconciliations and Proof of Cash (CE/CPIM)

Identify and compile differences between book and bank activity by month in order to populate final adjustments needed to reconcile the books to the bank.

Legislative Update (repeat)

There's always something going on at the Ohio General Assembly. This session will cover enacted and pending legislation and how the OTA has engaged on behalf of Ohio townships.

Creating a Cybersecurity Response Plan (CE/CPIM) (repeat)

A cybersecurity plan specifies the security policies, procedures, and controls required to protect an organization against threats and risks, internal and external. The session will cover why it is important to have a cybersecurity response plan included in your disaster recovery plan.

Branding on a Budget

Develop a consistent visual image for your township with easy-to-follow tips, tricks, and tools outlining the basics of branding. Take print and online media from basic to extraordinary. This session will discuss branding within newsletters, social media, websites, email, and stationery products, without hiring a marketing firm.

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Power to the People: The Zoning Referendum Process

Ohio law grants electors the power to submit a township zoning amendment to a public vote. This session will walk through the referendum process, examining the Ohio Revised Code procedures and several important court cases on township zoning referenda.

H.B. 140 and Campaign Guidance Update (CE/CPIM) (repeat)

This session will outline township levy law, emphasizing the changes mandated by HB 140 (first effective for the May 2023 election). We will also discuss updates to campaign guidance.

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