



LEVEL UP!

The 2024 OTA Winter Conference

Workshop Recording Descriptions

2024 Solar Eclipse Planning

A solar eclipse will be passing through Ohio on April 8, 2024. Presenters will discuss areas of concern, potential impacts, and state efforts being made to address the potential impacts.

Adult Entertainment Establishments

Dive into zoning regulations and their impact on adult entertainment establishments. Gain insights into navigating complex legal frameworks and balancing community needs while addressing the specific challenges and considerations related to these businesses.

Affordable Housing 101

Affordable housing is an issue that faces nearly every community in Ohio, but it is often poorly understood by elected leaders and community members. This presentation will provide answers to the questions of what affordable housing is and how affordable housing is produced and financed. After attending this presentation, all attendees will be better equipped to engage in housing policy discussions in their communities.

Anatomy of a Train Derailment

Join us as we delve deep into the intricate world of train derailments and explore the multifaceted aspects surrounding such incidents. This insightful session aims to provide a comprehensive understanding of the complexities involved and the meticulous response strategies required to handle such critical situations.

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.

Best Practices for Investment Decisions (FIA) (CPIM)

This course will provide practical examples of best practices to apply when making investment decisions. Topics will include setting interest rate expectations, identifying and comparing investment opportunities, and factors to consider when constructing your township's investment portfolio.

Broadband Equity Access & Deployment Program

Access to broadband is necessary to be a part of the modern economy. BroadbandOhio, a division within the Department of Development, is dedicated to bringing high-speed internet to every Ohioan. Learn about BroadbandOhio's current programs and the future funding opportunities that will lead to Ohio having universal coverage throughout the state.

Budget 101 (FIA) (CPIM)

As a new(er) fiscal officer, the township budget can seem overwhelming. Learn the basics of township budgets and get some tips along the way from a seasoned township fiscal officer.

Cadet Program for Fire & Ems

Explore the foundations of supporting future emergency responders in this workshop. Learn effective strategies to establish and maintain a cadet program, ensuring a pipeline of skilled and dedicated professionals to serve your township.

Cemetery Law Update

Stay updated on the latest developments and legal considerations regarding cemetery laws. Gain valuable insights into compliance, maintenance, and management of township cemeteries.

Collective Bargaining Update

If you are in a unionized setting, having an understanding of collective bargaining is crucial. This session will review the process, impasse procedures, and typical strategies. An overview of what is being seen at the bargaining table in the current environment will be provided, as well as an update on recent SERB decisions.

Common Cemetery Complaints

The Ohio Division of Real Estate administers the Ohio Cemetery Dispute Resolution Commission, which hears complaints against registered cemeteries and offers an opportunity to mediate a resolution between parties. Come learn about the complaint process, the most common complaints filed, and cemetery best practices.

Community vs. Utility Solar

Community solar is unique in that it uses private investments to bring access to renewable power, all while providing meaningful savings on utility bills. In this session, we will detail the efforts to establish the Ohio Community Solar Pilot Program and what it means for Ohio and your township.

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Cybersecurity Incident Response Plan (FIA) (CPIM)

Township officials will gain essential knowledge and tools to create and implement a cybersecurity incident response plan. Having such a plan will ensure your township is prepared before, during, and after a security incident. This session will help you gain clear, actionable insights, enhancing your understanding and approach to cyber risk in today's competitive digital environment.

Economic Development Update (FIA) (CPIM)

From TIFs to JEDDs and everything in between, learn the economic development tools available to townships and how to make the most of them.

Engaging with Your Legislators/Legislative Update (FIA) (CPIM)

There's always something going on at the Ohio General Assembly. This session will cover enacted and pending legislation, how the OTA engages legislators on behalf of Ohio townships, and how you could get more involved.

Financing Township Purchases (FIA) (CPIM)

This session will focus on strategies for financing significant capital outlays, including equipment purchases, new construction, financing fire stations and related equipment, and improvements to existing facilities. Topics will include short and long-term debt, voted and unvoted options, tax anticipation notes, and lease-purchase financings. Debt limitations and exemptions will also be covered.

Fire & EMS Legalities

Explore the legal landscape surrounding fire & EMS services, covering HR aspects and local code compliance in this workshop. Gain valuable insights into legal frameworks and code adherence for efficient emergency services management.

Fiscal Officer 101 (FIA) (CPIM)

Join this workshop for survival methods for your new position, presented by a seasoned fiscal officer with 20 years of experience. Learn easy, effective shortcuts for your new position that have been tested and proven. This session will help you survive the overwhelming workload, as well as future audits, as you become part of your township team.

Fiscal Policies Trustees Should Implement (FIA) (CPIM)

Managing the township's budget is one of the most important tasks for township officials. While the fiscal officer does many of the day-to-day financial tasks, there are policies and processes in which trustees are involved. This session will cover topics including budget review, bank reconciliation, online bill pay, and credit cards.

Grants/Funding (FIA) (CPIM)

Attendees will explore how communities can prepare and plan for the future development of infrastructure grant applications to state and federal agencies. Topics to be covered include compiling usable data, research strategies, collecting public input/feedback, and understanding funding timelines.

Helping Townships Expand or Replace Their Fleet (FIA) (CPIM)

Does your township need new vehicles or equipment? Learn what lease purchasing is, how to use it to upgrade your fleet and equipment, and how to use it effectively to navigate budget challenges. This session offers insights and strategies to help your township stretch its dollar the furthest.

How to Setup Your CDL Training Program

Are you struggling to hire CDL drivers to plow snow? Are you aware of LTAP's no-cost, online CDL Theory training? Did you know you can complete the Behind-the-Wheel training at your agency? With both, individuals can register to take the CDL exam to earn their license. During this session, learn how to leverage LTAP's no-cost, online CDL Theory training and the resources available to your agency from Clear Roads for Behind-the-Wheel training to get new hires trained to earn their CDL license.

HR on a Budget (FIA) (CPIM)

Explore cost-effective human resources strategies. Discover ways to optimize HR functions within budgetary constraints, ensuring efficient workforce management and compliance.

Is Your Township "Open for Business?"

This session will highlight the importance of our role as public servants and how a township can work with both developers and residents to provide an enjoyable experience. We will also discuss how a township can improve its overall perception.

Is Your Township in Compliance with IRS Requirements? (FIA) (CPIM)

Attendees will be given an update on IRS matters that pertain to local governments and will learn the various types of fringe benefits such as travel, meals, cell phones, uniforms, and autos. Sample procedures needed in order to have an accountable plan for fringe benefits and when they should be included in the employee's wages will also be discussed.

MS4 & NPDES Permitting

This session will provide an overview of Ohio's NPDES Small MS4 general permit. A description of the general permit's requirements and commonly found violations will be shared.

Navigating Workplace Accommodations for Townships – It's Not Just for Disabilities

With the passage of the Pregnant Workers Fairness Act of 2023 and the United States Supreme Court's decision in Groff v. DeJoy, it is more important than ever that townships understand their obligation to provide accommodations in the workplace. This session will cover the current state of the law, including pregnancy, disability, and religion, and provide tips for navigating the accommodation process.

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ODOT Funding & More (FIA) (CPIM)

Join ODOT Director Jack Marchbanks to navigate the funding opportunities, discuss state transportation funding, training available to locals, ODOT's Local Technical Assistance Program, and more. This session is great for new township personnel as well as veterans of township government.

OSU Zoning Survey Results

The OTA partnered with OSU Extension to collect information about township land use planning and zoning. Survey results will be shared and will help townships understand how land use tools - zoning, comprehensive planning, and subdivision regulations - are applied by local officials in Ohio.

Police Issues

Address challenges and emerging concerns facing law enforcement agencies in this workshop. Explore solutions, share best practices, and discuss issues affecting police services today.

Policies Every Township Board Needs

The saying, "an ounce of prevention is worth a pound of cure," applies to board procedures, too. We'll look at policies and procedures boards can establish to encourage efficient and productive operations and meetings.

Preserving Roads Through Pavement Management Systems (FIA) (CPIM)

We will look at a township asphalt road, seen through the eyes of a pavement management system, and help guide you through the necessary steps to obtain maximum pavement service life. We will highlight the utilization of pavement maintenance repair processes within a pavement preservation program. The ODOT-specified processes discussed will include crack seal, asphalt rejuvenator, chip seal with fog seal, micro surfacing, and cape seals.

Pricing Out Road Projects & Force Accounts

This session will discuss the township's responsibility to estimate a road construction or maintenance project, how to work with your county engineer to develop a project estimate or a force account estimate, complying with force account law, and the new force account limits for townships.

Proper Fire & EMS Fleet Maintenance (FIA) (CPIM)

Enhance your understanding of best practices in maintaining fire & EMS fleets. Learn cost-effective strategies and protocols for ensuring the optimal functioning and safety of emergency response vehicles.

Proper Road Fleet Maintenance (FIA) (CPIM)

Maintain to sustain. Join Southeastern Equipment specialists to learn maintenance tips and tricks for keeping your vehicles and equipment running all year long.

Removal of Safety Services Personnel

Delve into the intricate processes and legalities involved in the removal of safety services personnel in this workshop. Explore best practices, protocols, and the necessary HR frameworks for handling such sensitive situations within emergency services.

Resolution vs. Motion: Understanding Board Procedures (FIA)

Does this decision need to be made by motion or resolution? What are the proper procedures for taking action in an open meeting? This session will cover the difference between a resolution and a motion, when to use each, and other proper procedures for township meetings.

Responding to First Amendment Audits

Many public sector organizations have been subject to so-called First Amendment audits conducted by members of the public who are filming in public areas. These audits can be intrusive, but they are protected by the First Amendment. This presentation will address the legal issues townships face in dealing with these audits, along with practical tips on how to respond.

Roles in the Township (FIA) (CPIM)

Understanding the different roles of township officials and employees (if applicable) is essential to the function of the township. This session will primarily cover the duties of the trustees and the fiscal officer and will also outline employees the township may have or may consider hiring.

Self-Help Remedies for Junk Vehicles & Trash

This session is focused on the right to, and benefit of, self-help for township officials facing concerns about residents who maintain junk motor vehicles and garbage, trash, and debris on their property. The hope is to inform, engage, and empower township officials to use self-help to address their problems easier and faster than traditional methods, including the use of the court system.

Single-Family Tax Credit Program (FIA) (CPIM)

Learn about the new Single-Family Housing Tax Credit and how the program aims to incentivize the construction of single-family homes for Ohio's growing workforce. The Ohio Housing Finance Agency (OHFA) will discuss the allocation plan and program requirements and answer questions on this new program.

Small Towns, Big Futures (FIA) (CPIM)

This presentation will review funding opportunities provided by USDA Rural Development. USDA Rural Development provides loans, grants, and loan guarantees for a wide range of projects. To be eligible for these funding opportunities, the entity's median household income cannot exceed \$53,800.

The Critical Elements of Property & Liability Insurance (FIA) (CPIM)

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

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The Future of Solar Projects in Ohio

Has a solar project been proposed in your community? Recently enacted legislation gives townships more input in siting solar projects in Ohio. Hear how townships can participate in the process.

The Role of the OTA

As a township official or employee, the OTA is here to serve you! But do you know all of the benefits that come with your membership? Learn about the services provided by the Ohio Township Association and how to make the most of your membership.

Township BZA Matters: How to Run a Meeting

Learn the nuances of running efficient and legally compliant meetings specific to board of zoning appeals (BZA) matters. Equip yourself with essential skills and strategies to conduct productive and fair meetings.

Township Websites & Tech Tips

Level up your township tech skills with iPanda Design! Think you know tech? Join us to take an interactive quiz to determine your township tech skill level. Then, discover which tips and ideas will move your township website and tech skills to the next level.

Trifecta! The Interplay between WC, FMLA, and ADA

When you have an employee suffer a workplace injury, understanding the interplay between the world of workers' compensation, the requirements of the FMLA, and your obligations to provide reasonable accommodation under the Americans with Disabilities Act can seem like walking a tightrope. This session will provide an overview of the various laws and how they work together (or don't) when dealing with workplace injuries.

UAN Update & Cemetery Clarification (FIA) (CPIM)

This session is for all fiscal officers who are new(er) to UAN. It will cover training, UAN support, fees, invoices, your UAN hardware, password resets, virus protection, software releases, updating your UAN contact information, the UANlink, cemetery clarification, and more. Please note that this session does not discuss the UAN application.

Uncommon Accounting (FIA) (CPIM)

Special assessments, street lighting districts, abating nuisances... these problems may not come up every day, but there may be some things that your township deals with from time to time. Learn how to keep track of items that may be less common in your books.

Understanding the Budget (FIA) (CPIM)

The township's budget is important for all elected officials to thoroughly understand. Learn the ins and outs of a township budget in this session designed specifically for new(er) trustees.

Understanding & Embracing AI's Role in Township

Administration

Join us for a discussion about how artificial intelligence (AI) can impact and transform township administration. This session will explore how AI, particularly Generative AI, can enhance service delivery and improve decision-making processes. Come explore how such technology can be used and misused to achieve the same. Attendees will leave with insight into the opportunities and challenges that AI presents and a deeper understanding of how it can be harnessed to build smarter, more efficient townships.

Understanding Ohio's New Recreational Marijuana Law

This past November, Ohioans voted to legalize recreational marijuana for those 21 and older. This session will examine the law, address any legislative changes made, and explain the differences between recreational and medical marijuana statutes. Townships will learn what rights they have to prohibit or limit adult-use cannabis operators in the township. Finally, the rights of the township as an employer will be reviewed.

Updates to Robert's Rules of Order (FIA)

Let's explore the latest revisions and best practices for conducting efficient and effective meetings. This session will provide valuable insights to enhance your decision-making processes and ensure smooth proceedings in any organizational setting.

Using a Performance Audit to Improve Operations (FIA) (CPIM)

Performance audits are beneficial to all types and sizes of government, including townships. A performance audit can be designed to increase customer satisfaction, reduce costs, align operations with mission and strategy, and improve the efficiency and effectiveness of operations.

Where the Money Comes From (FIA) (CPIM)

One of the first things a new trustee is responsible for is passing the operating budget for the calendar year. Terms like inside millage, levies, bonds, and gas tax are thrown around. This session will review township funding sources and the different types of levies a township may place on the ballot.

Workers' Compensation 101 (FIA) (CPIM)

Attendees will receive an overview of Ohio's workers' comp system. This presentation will cover rates, premiums, claims management, MCO, and TPA.

Zoning Law Update

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

Zoning Resolutions for the 21st Century

Is your zoning resolution difficult to understand, unenforceable, or simply an outdated mess? Is your zoning resolution stuck in the 20th century? If so, this session is for you. It will discuss the latest tips and tricks to bring your zoning resolution from black & white to full color 4K.