

The Board of County Commissioners, in and for Clark County, Ohio, met this 17th day of August, 2022 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Lowell R. McGlothlin

Sasha L. Rittenhouse

Resolution 2022-0604
Replaces Resolution 2022-0582
ARPA file

**Authorize Allocation of American Rescue Plan Act (ARPA) Funds
toward the Clark County Employee Retention Incentive Project**

Commissioner Rittenhouse moved, per request of the County Administrator to approve the following project:

WHEREAS, Clark County has received direct payments from the United States (US) Treasury under the Coronavirus State and Local Fiscal Recovery Funds authorized by the American Rescue Plan Act (ARPA); and,

WHEREAS, Clark County will use the funding in accordance with ARPA and guidance from the US Treasury; and,

WHEREAS, the Department of Treasury issued the Final Rule, effective April 1, 2022, to provide guidance on permissible uses; and,

WHEREAS, a permissible use of the ARPA funds is to provide worker retention incentives to encourage employees to remain employed with the ARPA recipient. Treasury presumes that retention incentives less than 25 percent of the rate of base pay for an individual employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met; and,

WHEREAS, the allocated funds will be used to award a 2.5% retention incentive to payroll employees that are active as of July 15, 2022 and remain employed with the County through August 19, 2022. This includes permanent full and part time County employees as well as probationary full and part time employees working in County offices. Board of Elections and the Veterans Department are eligible for this retention incentive as those entities are funded by the General Fund. Intermittent employees, temporary personnel, interns, seasonal workers, and elected officials at all County offices and departments are ineligible to receive the retention incentive. Departments consisting of their own appointing boards and funding streams such as the Board of Developmental Disabilities (DD), Clark County Combined Health District (CCCHD), Mental Health & Recovery Board (MHRB), Clark County Law Library, Transportation Coordinating Committee (TCC), Clark County Park District (CCPD), Clark Soil & Water Conservation District (CSWCD), and West Central Community Correctional Facility (WCCCF) are also ineligible to receive the retention incentive.

- 1) The retention incentive calculation for eligible employees of the qualifying County offices and departments on a one-week delay payroll will be determined by the amount of annualized gross base pay for the period from June 27, 2022 to July 10, 2022, excluding bonuses, mileage, overtime, on call, vehicle and other payment beyond hourly/base pay.
- 2) The retention incentive calculation for eligible employees of the qualifying County offices and departments on a two-week delay payroll will be determined by the amount of annualized gross base pay for the period from June 19, 2022 to July 2, 2022, excluding bonuses, mileage, overtime, on call, vehicle and other payment beyond hourly/base pay.

- 3) To remain eligible, County offices and departments will be instructed to submit payroll information to the Clark County Auditor's Office by August 5, 2022. The retention incentive will be a single payment disbursed thereafter on August 19, 2022.
- 4) Board of Elections and Veterans Department will be paid separately on September 2, 2022, as long as payroll information is submitted to the Clark County Auditor's office by August 19, 2022, and the employees remain on active pay status through September 2, 2022.

WHEREAS, a second 2.5% retention incentive will be awarded to employees with the same qualifying eligibility status that remain with the County offices and departments before the end of the year. The single payment will be in addition to the 2.5% retention incentive disbursed in August, resulting in a 5% employee retention incentive total being offered for 2022. To be eligible for this retention incentive payment, payroll employees must be active as of October 21, 2022 and remain employed with the County through December 9, 2022.

- 1) The retention incentive calculation for eligible employees of the qualifying County offices and departments on a one-week delay payroll will be determined by the amount of annualized gross base pay for the period from October 3, 2022 to October 16, 2022, excluding bonuses, mileage, overtime, on call, vehicle and other payment beyond hourly/base pay.
- 2) The retention incentive calculation for eligible employees of the qualifying County offices and departments on a two-week delay payroll will be determined by the amount of annualized gross base pay for the period from September 25, 2022 to October 8, 2022, excluding bonuses, mileage, overtime, on call, vehicle and other payment beyond hourly/base pay.
- 3) To remain eligible, County offices and departments will be instructed to submit payroll information to the Clark County Auditor's Office by November 14, 2022. The retention incentive will be a single payment disbursed thereafter on December 9, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, that:

The Board of County Commissioners approves the use of ARPA funds toward the Clark County Employee Retention Incentive Project in the amount not to exceed \$2,600,000.00.

Commissioner McGlothlin seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Rittenhouse, Yes; Commissioner McGlothlin, Yes

I, Megan Burr, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of August 17, 2022.



Megan Burr, Clerk

copy: County Auditor
County Administrator
Requesting Department(s)