

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 26, 2016

PRESENT: DAVID BLAIR COUCH, COMMISSIONER
ROBERT K. TEBAY, COMMISSIONER

ABSENT: STEPHEN GAINER, PRESIDENT

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the meeting to discuss Medicaid was cancelled and rescheduled for a future date.

At 9:31 A.M., the County Commission met with Paul Umstot who presented a petition to close portions of rights of way in Union District. The Commission set a hearing date for October 24, 2016 at 9:45 A.M. (Order M/3479)

At 9:50 A.M., the County Commission went in to Executive Session. Also in attendance was Marty Seufer, County Administrator and Jason Wharton, Wood County Prosecuting Attorney. They adjourned said session at 9:58 A.M.

At 10:02 A.M., the County Commission rescheduled the discussion related to a nomination for the Central Boaz Public Service District

At 10:08 A.M., the County Commission discussed the jail bill. Jason Wharton, Prosecuting Attorney, participated in the discussion.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3477, M/3478, M/3479, M/3480, M/3480-A

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:45 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

To listen to this meeting, please refer to DVD labeled September 26, 2016.

Wood County Commission Meeting
Held September 26, 2016

Please Print

1.	Paul UmSTOT II
2.	Rich Shaffer Assessor
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

09/26/2016

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	CANCELED Discuss Medicaid in WV	Lisa Diehl, West Virginians for Affordable Health Care
	Present a road closing petition, Union District	Paul Umstot
	Discuss extension of buyout of tower lease by American Tower	
	Consider nominations for Central Boaz Public Service District Board	
	Discuss Regional Jail bill	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

SEPTEMBER 26, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$379.66 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F16-HS-03-410.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of seventy-nine dollars and sixty-six cents (\$379.66) which represents reimbursement to Wood County for expenses incurred during the month of July, 2016, in regard to the Governor's Highway Safety Program Grant Number F16-HS-03-410. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 875 and bearing the date of August 8, 2016, at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.


Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

M/3477

Mark Rhodes
WOOD COUNTY 01:38:37 PM
Instrument No 8721961
Date Recorded 09/26/2016
Document Type CSD
Pages Recorded 1
Book-P-399 72-113

SEPTEMBER 26, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$948.75 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F16-HS-03-DOHWZ.

ORDER


On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine hundred forty-eight dollars and seventy-five cents (\$948.75) which represents reimbursement to Wood County for expenses incurred during the month of July, 2016, in regard to the Governor's Highway Safety Program Grant Number F16-HS-03-DOHWZ. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 849 and bearing the date of August 8, 2016, at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

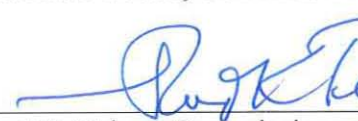
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

M/3478

Mark Rhodes
+ WOOD COUNTY 01:40:26 PM
Instrument No 8721963
Date Recorded 09/26/2016
Document Type ORD
Pages Recorded 1
Book-Page 72-114

SEPTEMBER 26, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: PETITIONER, PAUL UMSTOT, PRESENTED A PETITION TO
CLOSE PORTIONS OF RIGHTS OF WAY IN UNION DISTRICT,
MAP 100

ORDER

On this date came Petitioner, Paul Umstot, and presented to the County Commission of Wood County, a Petition to close portions of rights of way in Wood County, West Virginia, Union District.

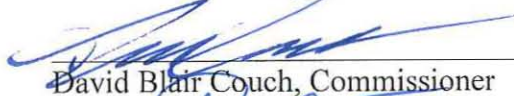
It appearing proper to the County Commission of Wood County, upon a motion duly made by David Blair Couch, seconded by Robert K. Tebay and passed, the aforementioned Petition, along with a copy of the tax map reflecting the said unimproved and unused right-of-way, is hereby ORDERED filed and this matter is hereby set for hearing on the 24th day of October, 2016 at 9:45 o'clock A.M. in Room 203 of the Wood County Courthouse, Parkersburg, West Virginia. The Petitioner shall cause Notice of said Public Hearing to be published and served as required by law.

APPROVED:

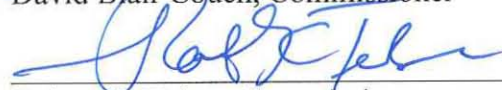
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



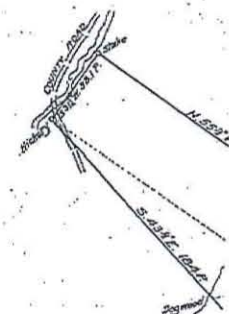
Robert K. Tebay, Commissioner

M/3479

Mark Rhodes
WOOD County 01:42:20 PM
Instrument No 8721965
Date Recorded 09/26/2016
Document Type CDD
Pages Recorded 1
Book-Page 72-115

PLAT OF R. H. ROSS ADDITION
TO THE VILLAGE OF WAVERLY, W. VA.

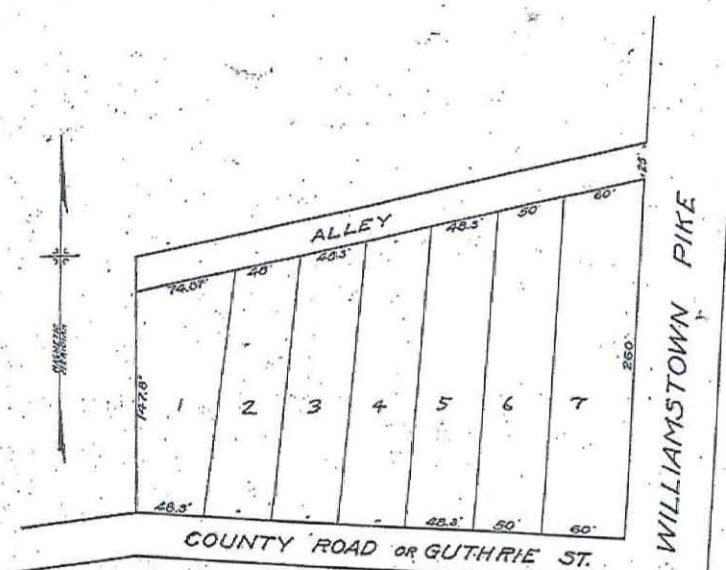
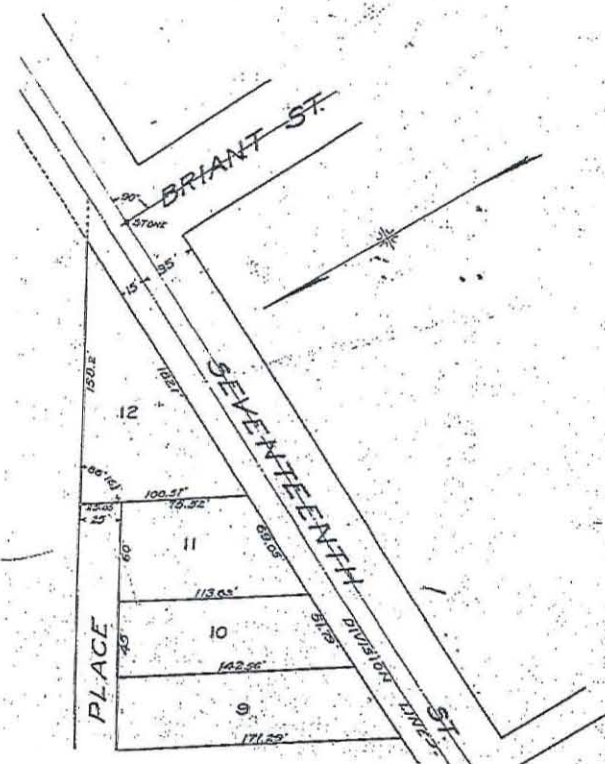
SCALE OF FEET 0 20 40 60 80
F.M. Triplett, Surveyor. Apr. 30, 1900



SCALE



MART



HAZELRIGGS ADDITION
TO
WILLIAMSTOWN, W. VA.

03-07-29-06-08

SEPTEMBER 26, 2016

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 26th day of September, 2016, at 9:50 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay, County Commissioners, and passed, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended:

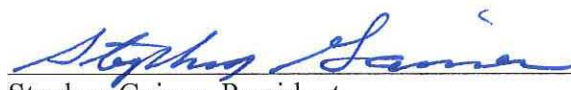
WHEREUPON, the said David Blair Couch, one of the Commissioners, and Robert K. Tebay, Commissioner met with Marty Seufer, Wood County Administrator, and Jason Wharton, Wood County Prosecuting Attorney.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for attorney/client privilege.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 9:58 o'clock A.M.

APPROVED:

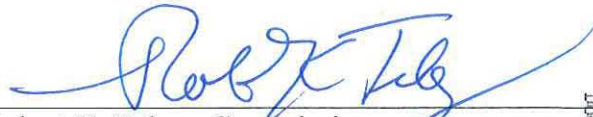
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

M/3480

Mark Rhodes
WOOD County 01:44:24 PM
Instrument No 8721966
Date Recorded 09/26/2016
Document Type CDD
Pages Recorded 1
Book-Page 72-116

SEPTEMBER 26, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
STEPHEN GAINER, AS PRESIDENT, TO EXECUTE A
GRANT CONTRACT FOR A VOCA GRANT

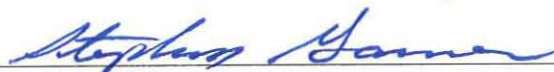
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE Stephen Gainer, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Contract Agreement for a Victims of Crime Act Grant (VOCA). Said grant application is in the amount of eighty-three thousand one hundred twenty-six dollars and zero cents (\$83,126.00).

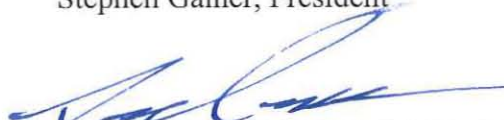
A copy of said Agreement is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

M/3480-A

GRANT CONTRACT AGREEMENT

BETWEEN

DIVISION OF JUSTICE AND COMMUNITY SERVICES

AND

Wood County Commission

15-VA-075

This **AGREEMENT**, entered into this **12th day of September, 2016** by the Director of the Division of Justice and Community Services, hereinafter referred to as "DJCS", and the Wood County Commission hereinafter referred to as "Grantee."

WHEREAS, DJCS is the recipient of a Victims of Crime Act (VOCA) Program Grant from the United States Department of Justice, and

WHEREAS, the Grantee is an eligible applicant who is desirous of receiving funds. **These funds will provide for the salaries of two full-time Victim Advocates in the Wood County Prosecuting Attorney's Office to provide direct services to crime victims in Wood County.**

NOW, THEREFORE, the parties hereto mutually agree as follows:


1. The Grantee agrees to comply with all applicable federal and state laws and rules, regulations and policies promulgated thereunder.
2. DJCS agrees to assist the Grantee to perform such tasks and functions as set forth in the application which is attached hereto and made part hereof, hereinafter referred to as Attachment A.
3. The Grantee shall do, perform, and carry out in a satisfactory and proper manner as determined by DJCS all duties, tasks and functions necessary to implement the application which is hereto attached as Attachment A.
4. The Grantee will commence its duties under the Agreement on **October 1, 2016**, and shall continue those services/activities until **September 30, 2017**. The terms of this Agreement may only be extended or modified by the mutual written agreement of the parties hereto.

5. In consideration of the services rendered by the Grantee, the sum of up to \$83,126.00 shall be obligated by DJCS and said amount shall be deemed to be the maximum compensation to be received for this Agreement unless a written modification is entered into between the parties amending this Agreement.
6. It is the understanding of all parties to this Agreement that DJCS by joining in the Agreement does not pledge, or promise to pledge, the credit of the State of West Virginia, nor does it promise to pay all of the compensation hereunder from monies of the Treasury of the State of West Virginia.
7. To be eligible for any and all payments of the grant amount, the Grantee shall submit a Request for Funds once per month to DJCS. Upon receipt of said request, DJCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of Attachment A, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to DJCS by the twentieth (20th) day of each month.
8. Grantee hereby represents that it possesses the legal authority to contract for this Agreement and that attached hereto and made a part hereof as Attachment B is a certified copy of the resolution, motion or similar action which was clearly adopted or passed by the Grantee's governing body; and further, that it has directed and authorized an official representative to act in connection with this Agreement. If the Grantee is a State agency, the completed application signed by the agency head is sufficient.
9. Grantee agrees to abide by the grant conditions, terms, assurances and certifications which are a part of Attachment A and such other special terms and conditions that DJCS has set forth in Attachment C which is incorporated herein and made part hereof, if said Special Conditions are appropriate to this Agreement.
10. If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner, obligations under this Agreement, the DJCS may withhold payments to the Grantee upon notice in writing, suspend, or cancel this Agreement and Attachments. The notice of withholding payments, suspension, or cancellation should set forth the DJCS reasons for taking said action.
11. DJCS and Grantee may from time to time require changes in the scope of services performed hereunder. Grantee agrees to submit a written request for modification prior to changing any budget line item. All such changes, including any increase or decrease in the amount of compensation hereunder or work to be performed, which are mutually agreed upon between the parties shall be in writing.
12. If for any reason funds received by DJCS are suspended or terminated, in whole or in part, funding for this Agreement shall cease.

13. Grantee shall within the time period prescribed by grant conditions upon the termination of the Agreement, submit to DJCS a final report on forms provided by DJCS. Said reports shall reflect actual costs incurred during the terms of this Agreement.
14. The parties hereto agree that notice shall be given by personal service or served when mailed certified U.S. Mail, postage prepaid, return receipt requested to the following addresses:
- a. Division of Justice and Community Services
1124 Smith Street, Suite 3100
Charleston, West Virginia 25301-1323
 - b. **Grantee Mailing Address:**

Wood County Commission
One Court Square, Suite 203
Parkersburg, West Virginia 26101
15. The Grantee shall hold and save DJCS and its officers, agents and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the Grantee.

IN WITNESS WHEREOF, the parties hereto attach their signatures representing that each is acting with full authority.



Stephen Gainer, President
Wood County Commission

W. Richard Staton, Director
Division of Justice and Community Services



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.610—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Wood County Commission, One Court Square, Parkersburg, WV 26101

2. Application Number and/or Project Name

15-VA-075 Victims of Crime Act

3. Grantee IRS/Vendor Number

556 000 417

4. Typed Name and Title of Authorized Representative

Stephen Gainer, President, Wood County Commission

5. Signature

6. Date



9/26/16

WEST VIRGINIA
DIVISION OF Justice and Community
Services

VICTIM OF CRIME ACT (VOCA) GRANT
SPECIAL SUPPLEMENTARY CONDITIONS AND
ASSURANCES

S1 Brochures.

Subgrantee's that were awarded funding for brochures must submit a copy of the brochure to DJCS for pre-approval prior to printing and all brochures must be purchased within the first quarter of the grant cycle or the funds may be deobligated.

S2 Forensic Interviewing.

Pursuant to the current VOCA regulations, Forensic Interviewing is an allowable activity under VOCA funded time.

S3 Using Arrest and Conviction Records in Making Employment Decisions.

The OCR issued an advisory document for subrecipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 20 13), available at http://www.ojp.usdoj.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Subrecipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, subrecipients should consult local counsel in reviewing their employment practices. If warranted, subrecipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs).

S4 Requirement to report potentially duplicative funding.

If the subrecipient currently has other active awards of federal funds, or if the subrecipient receives any other award of federal funds during the period of performance for this award, the subrecipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the subrecipient must promptly notify DJCS and the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by DJCS or the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

S5 Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award).

The subrecipient ("subgrantees"), at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the subrecipient. The details of the subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

S6	OJP Training Guiding Principles.
Any training or training materials that the subrecipient ("subgrantee") at any tier-- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Sub grantees, available at http://ojp.gov/funding/ojptrainingguidingprinciples.htm .	
S7	High-Risk Grantee.
The subrecipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the subrecipient is designated as "high-risk" for purposes of the DJCS or DOJ high-risk grantee list.	
S8	Compliance with DOJ regulations pertaining to civil rights and nondiscrimination- 28 C.F.R. Part 38.
<p>The subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016. Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to subrecipient ("sub grantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to subrecipients that are faith-based or religious organizations.</p> <p>The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of federal Regulations (currently accessible at http://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.</p>	
S9	Restrictions on "lobbying".
Federal funds may not be used by the subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government. Should any question arise as to whether a particular use of Federal funds by a subrecipient would or might fall within the scope of this prohibition, the subrecipient is to contact DJCS or OJP for guidance, and may not proceed without the express prior written approval of DJCS and OJP.	
S10	Compliance with general appropriations-law restrictions on the use of federal funds (FY 2016).
The subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at http://ojp.gov/funding/Explore/FY2016-AppropriationsLawRestrictions.htm , and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a subrecipient would or might fall within the scope of an appropriations-law restriction, the subrecipient is to contact DJCS and OJP for guidance, and may not proceed without the express prior written approval of DJCS and OJP.	
S11	Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees).
The subrecipient must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant. The subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712. Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the subrecipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.	
S12	Office for Victims of Crime (OVC) and/or Office of the Chief Financial Officer (OCFO) Authorization.
The subgrantee authorizes DJCS and the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, paper or documents related to the VOCA grant. DJCS will further ensure that all VOCA subgrantees will authorize representatives of OVC and OCFO access to and the right to examine all records, books, paper or documents related to the VOCA grant.	

S13 Coordination of Victim Services Policy and Inter-Agency Referral Agreement.

Subgrantees must develop and implement a specific policy regarding how they refer victims to and collaborate with other services providers when the services offered at their facilities do not meet the needs of victims, including an "Inter-Agency Referral Agreement" which will be developed by the West Virginians Against Violence Committee and DJCS. A copy of the policy and Inter-Agency Referral Agreement" must be submitted to DJCS during the first fiscal quarter of the grant period. Subgrantees must also train all advocates and/or staff members who come in contact with victims on the proper execution of the referral policy.

S14 Monthly Match Submission Requirement.

Subgrantees that are awarded \$100,000 or more for the grant period must submit Match on a Monthly Basis.

S15 Mandatory Technical Assistance Training.

All Subgrantees are required to send at least one representative to DJCS Mandatory Technical Assistance Training. The person(s) attending the training must be able to adequately train other VOCA funded staff on changes in reporting requirements and the correct way to collect and report data for the Subgrant Award Report and VOCA Performance Measures.

S17 CAB/Bus Vouchers and/or Clothing Vouchers

Subgrantees awarded Travel/Training funding for Cab or Bus Vouchers or Other funds for Clothing Vouchers, must submit the DJCS Tracking Form, corresponding Invoices, and Proof of Payment to be reimbursed. Be advised DJCS will ONLY reimburse for those Vouchers that have been used by Victims of Crime and are appropriately documented on the required form and have been approved in the subgrantee's budget for this purpose.

I certify that I have read the entire Special Supplementary Conditions and Assurances of this grant program and agree to comply with these requirements.

Stephen Garner

Printed/Typed Authorized Official Name

Stephen Garner

SIGNATURE (Original) of Authorized
Official

9/26/16

DATE

Toni Tiano

Printed/Typed Project Director Name

A. Dao

SIGNATURE (Original) of Project Director

9/26/16

DATE

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Wood County Commission	DUNS Number: 103819496	
Address: One Court Square, Parkersburg, WV 26101		
Grant Title: VOCA	Grant Number: 15-VA-075	Award Amount: \$83,126
Name and Title of Contact Person: Stephen Gainer, President		
Telephone Number: 304-424-1984	E-Mail Address: tianoknopp@suddenlink.net	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- | | | |
|---|---|--|
| <input type="checkbox"/> Recipient has less than fifty employees. | <input type="checkbox"/> Recipient is an Indian tribe. | <input type="checkbox"/> Recipient is a medical institution. |
| <input type="checkbox"/> Recipient is a nonprofit organization. | <input type="checkbox"/> Recipient is an educational institution. | <input type="checkbox"/> Recipient is receiving an award less than \$25,000. |

I, _____ [responsible official],
certify that _____ [recipient] is
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.

I further certify that _____ [recipient]
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of
services.

Print or Type Name and Title

Signature

Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ [responsible official],
certify that Wood County Commission [recipient],
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than
\$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
Wood County Commission [organization],
One Court Square, Parkersburg, WV 26101 [address].

Stephen Gainer, President

Signature

9/26/16
Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

RESOLUTION

The Wood County Commission met on 9/26/16 (date) with a quorum present and passed the following resolution.

Be it resolved that the Commission hereby authorizes Stephen Gainer, President of Wood County Commission to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Victims of Crime Act (VOCA) grant program.

Signed: _____

Mark Rhodes

County Clerk

Mark Rhodes
Wood County 01:46:48 PM
Instrument No 8721967
Date Recorded 09/26/2016
Document Type CDD
Pages Recorded 11
Book-Page 72-117

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
161327	AAP	ADVANCE AUTO PARTS	REGULAR	09/20/2016	589.21	
161328	ASTORGDODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	09/20/2016	199.36	
161329	BALOMARY	BALOG MARY JANE	REGULAR	09/20/2016	31.24	
161330	CASTO	CASTO & HARRIS, INC.	REGULAR	09/20/2016	672.00	
161331	CHAPMAN	CHAPMAN PRINTING CO. INC	REGULAR	09/20/2016	238.00	
161332	CSC	COMMUNITY SERVICE COUNCI	REGULAR	09/20/2016	25.00	
161333	CWS	CWS	REGULAR	09/20/2016	1,068.58	
161334	DOMINIONH	DOMINION HOPE	REGULAR	09/20/2016	25.44	
161335	FORE TIMB	FORE TIMBER COMPANY INC	REGULAR	09/20/2016	144.00	
161336	GALLS	GALLS	REGULAR	09/20/2016	378.25	
161337	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	09/20/2016	6.50	
161338	HRA	WESBANCO INSURANCE SERVICES	REGULAR	09/20/2016	992.25	
161339	HUMANE SO	HUMANE SOCIETY	REGULAR	09/20/2016	19,250.00	
161340	LITTLE KCD	LITTLE KANAWHA CONSERVATION DISTRICT	REGULAR	09/20/2016	5,000.00	
161341	LOUGMEAG	LOUGH MEAGAN N.	REGULAR	09/20/2016	17.00	
161342	MAHONE TI	MAHONE TIRE CO	REGULAR	09/20/2016	56.00	
161343	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	09/20/2016	202.14	
161344	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/20/2016	130.00	
161345	NOLANS	NOLAN'S SERVICES LLC	REGULAR	09/20/2016	7,948.47	
161346	P-WRECKER	PARKERSBURG WRECKER SRV.	REGULAR	09/20/2016	35.00	
161347	PIONEERPIPE	PIONEER PIPE	REGULAR	09/20/2016	9,141.31	
161348	RICOH	RICOH USA INC	REGULAR	09/20/2016	539.89	
161349	RUNYON	RUNYON LOCK SERVICE	REGULAR	09/20/2016	234.00	
161350	S&E	S&E DIAGNOSTICS	REGULAR	09/20/2016	581.00	
161351	SEVEN	SEVEN RANGES RADIO INC	REGULAR	09/20/2016	1,183.34	

Ref
JK

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
161352	SHAWVER L	LINDSEY SHAWVER	REGULAR	09/20/2016	250.46	
161353	SMITH JODI	JODI SMITH	REGULAR	09/20/2016	153.73	
161354	SNODLORA	SNODGRASS LORA B.	REGULAR	09/20/2016	149.04	
161355	ST.CLAIR	MICHAEL ST. CLAIR	REGULAR	09/20/2016	300.00	
161356	STEERSHEA	STEERS HEATING/COOLING	REGULAR	09/20/2016	585.93	
161357	STEPSAND	STEPHENS SANDRA K.	REGULAR	09/20/2016	20.73	
161358	SUDDENLINKD	SUDDENLINK	REGULAR	09/20/2016	129.70	
161359	TJOHN	TjohnE PRODUCTIONS INC	REGULAR	09/20/2016	2,500.00	
161360	USCORRECTIONS	U.S. CORECTIONS	REGULAR	09/20/2016	858.00	
161361	WESBANCO	WESBANCO	REGULAR	09/20/2016	50,000.00	
161362	WHARJASO	WHARTON JASON ANDREW	REGULAR	09/20/2016	338.58	
161363	WV RISK I	WV BOARD OF RISK & INS. MANAGEMENT	REGULAR	09/20/2016	1,198.00	
161364	WVVV	WVVV-FM - V96.9	REGULAR	09/20/2016	1,183.34	
161365	ZMM	ZMM INC	REGULAR	09/20/2016	95.01	
GENERAL FUND Bank Id 101 Totals					106,450.50	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
740	HUMANE SO	HUMANE SOCIETY	REGULAR	09/20/2016	3,333.33	
DOG FUND Bank Id 103 Totals					3,333.33	

JRE

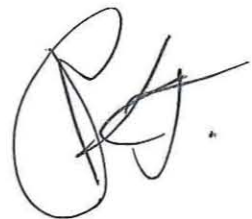
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
322	ALPHA TECH	ALPHA TECHNOLOGIES	REGULAR	09/20/2016	4,129.20	
323	EVERBRIDGE	EVERBRIDGE	REGULAR	09/20/2016	1,949.00	
324	WESTTEXT	WEST SAFETY SOLUTIONS CORP	REGULAR	09/20/2016	14,700.00	
CAPITAL RESERVE Bank Id 247 Totals					20,778.20	

Two handwritten signatures in black ink, one on the left and one on the right, appearing to be initials or names.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6369	AAP	ADVANCE AUTO PARTS	REGULAR	09/20/2016	89.17	
6370	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	09/20/2016	81.75	
6371	ESCAHERN	ESCANDON HERNANDO	REGULAR	09/20/2016	122.04	
6372	LANCE	PHYLISS LANCE	REGULAR	09/20/2016	550.00	
6373	ODEPOT	OFFICE DEPOT	REGULAR	09/20/2016	141.27	
6374	OLD COLONY J	OLD COLONY REALTORS	REGULAR	09/20/2016	1,100.00	
6375	RICOH	RICOH USA INC	REGULAR	09/20/2016	145.84	
6376	SUDDENLINKD	SUDDENLINK	REGULAR	09/20/2016	489.71	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					2,719.78	

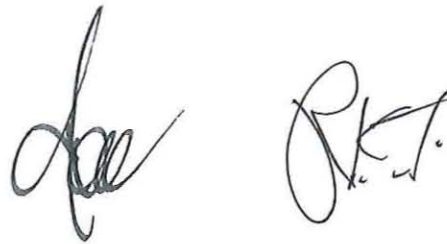
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3308	3M	3M ELECTRONIC MONITORING	REGULAR	09/20/2016	3,152.00	
3309	BIINCORP	BI INCORPORATED	REGULAR	09/20/2016	1,374.30	
3310	DIGITAL C	DIGITAL CONNECTIONS	REGULAR	09/20/2016	207.31	
HOME CONFINEMENT Bank Id 108 Totals					4,733.61	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6604	BFS PETRO	BFS PETROLEUM	REGULAR	09/20/2016	58.99	
6605	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	09/20/2016	4,286.71	
6606	NI GOVERNMENT	NI GOVERNMENT SERVICE INC	REGULAR	09/20/2016	884.71	
6607	POWERPHONE	POWERPHONE, INC.	REGULAR	09/20/2016	836.00	
6608	VERIZONW	VERIZON WIRELESS	REGULAR	09/20/2016	354.31	
E-911 FUND Bank Id 107 Totals					6,420.72	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1550	WATERS R	ROBIN WATERS	REGULAR	09/20/2016	25.50	

MAGISTRATE COURT Bank Id 105 Totals

25.50

Two handwritten signatures in black ink, one on the left and one on the right, both appearing to be initials or names.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2016	DENTAL	RENAISSANCE	REGULAR	09/21/2016	2,158.34	

GENERAL FUND Bank Id 101 Totals

2,158.34

Report Totals

2,158.34

Two handwritten signatures in black ink. The signature on the left is stylized and appears to be 'J. Lee'. The signature on the right is also stylized and appears to be 'R. Lee'.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2017	MONPOWER	MON POWER	REGULAR	09/22/2016	1,385.72	

GENERAL FUND Bank Id 101 Totals

1,385.72

Report Totals

1,385.72

