

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, APRIL 11, 2019

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES COLOMBO, COMMISSIONER

The County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 10:05 A.M., the County Commission, upon a motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended. They met with Marty Seufer, County Administrator and Pat Lefebure, 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 10:08 o'clock A.M. (Order M/4084)

At 10:54 A.M., Paul Dawkins from the Assessor's Office informed the Commission how his office worked to get the census data in sync with the Assessor's Office.

At 11:05 A.M., Donnie Tucker from the U.S. Census Bureau met with the County Commission to discuss the upcoming 2020 census.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:50 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4083 and M4084

APPROVED:

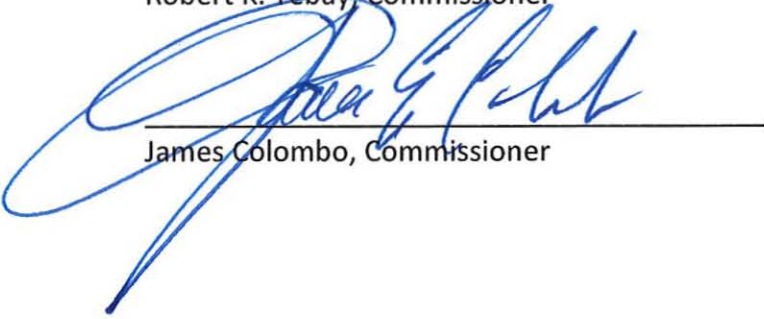
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held April 11, 2019

Please Print

1. Paul Dawkins
2. Andy Hartleben
3. Donnie Tucker
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.
14.
15.
16.
17.
18.
19.
20.



Wood County Commission
Agenda

4/11/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

10:30 A.M.	Discuss the Census	Donnie Tucker, Census Bureau
	Administrator's Report	Marty Seuffer, 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

WE CAN

BE CENSUS TAKERS

APPLY ONLINE!

2020census.gov/jobs

2020 Census jobs provide:

- ✓ Great pay
- ✓ Flexible hours
- ✓ Weekly pay
- ✓ Paid training

For more information or help applying, please call
1-855-JOB-2020

Federal Relay Service:
1-800-877-8339 TTY/ASCII
www.gsa.gov/fedrelay

The U.S. Census Bureau is an Equal Opportunity Employer.

United States[®]
Census
2020



D-3282

2020 Census Briefing West Virginia

Donnie Tucker, Partnership Specialist



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
CENSUS.GOV

1

2020 Census

- ✓ U.S. Constitutional Mandate, Article 1, Section 2
- ✓ Apportion seats in the U.S. House of Representatives
- ✓ Conduct redistricting at the federal, state, and local levels
- ✓ Distribute over \$675 billion federal dollars to state and local governments
- ✓ Provide statistical support for grant applications
- ✓ Help community plan for future needs



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
CENSUS.GOV

2

2020 Census Goals

Goals

- ✓ To count everyone once, only once, and in the right place

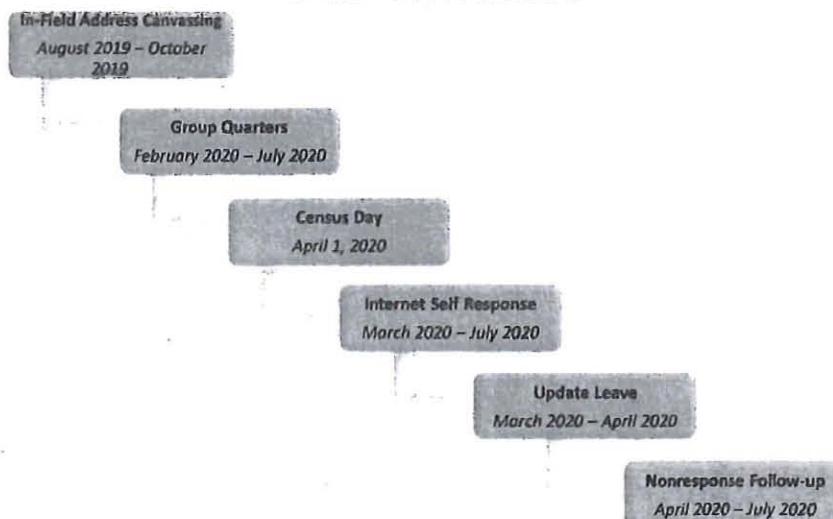
Objectives

- ✓ To conduct the 2020 with the same high quality as the 2010 design

What's New

- ✓ We're maximizing outreach by using both traditional and new media
- ✓ We're offering and encouraging people to use the secure online response option
- ✓ We're providing our fieldworkers with handheld devices for collecting Census data.
- ✓ We're utilizing automated systems for recruiting, training, and payroll.

Our Timeline



ACO Job Title & Descriptions

- ✓ **Area Census Office Manager** - Responsible for the general supervision and administration of the office.
- ✓ **Census Field Manager / Lead CFM**— Responsible for accomplishing production and quality goals in field operations under their span of control. Conducts individual and group training sessions for their personnel as necessary.
- ✓ **Administration Manager** – Responsible for administrative functions, such as personnel, payroll and supply. Manages and monitors all office requisitioning, equipment and shipping.
- ✓ **IT Manager** – Leads all office computing environment, mobile computing environment, and automation support efforts.
- ✓ **Recruiting Manager** – Oversees the recruiting and testing of job applicants for field position and clerks.
- ✓ **Recruiting Assistant** – Assists in recruiting and testing of job applicants.
- ✓ **Census Field Supervisor** – Appoints, trains, and supervises enumerators that are engaged in data collection.
- ✓ **Office Operations Supervisor** – Coordinates, supervises, and oversees the work of office clerks in specific functional areas.
- ✓ **Enumerator** – Locally hired workers who perform field enumeration activities in and around their respective neighborhoods.
- ✓ **Clerk** – Office clerks perform a wide variety of clerical functions in support of field data collection, recruiting, payroll/personnel, automation technology, and quality assurance operations.

Online Job Applications

Help us get the word out about 2020 Census jobs. Call on local organizations to request assistance in providing information about jobs to the people they serve. Answer questions from the public about jobs, qualifications, and how to apply. Conduct formal and informal presentations about 2020 Census jobs.

Apply Online Today! 2020census.gov/jobs

1-855-JOB-2020

(1-855-562-2020)

Federal Relay Service: (800) 877-8339 TTY / ASCII

www.gsa.gov/fedrelay

ACO Pay Rates

Beckley

Position	Pay Rate (subject to change)	Staffing Timeline (Early Operations)
Area Census Office Manager	\$25.50	January 2019
Lead Census Field Manager	\$22.00	February 2019
Census Field Manager	\$19.00	April 2019
Administration Manager	\$19.00	January 2019
IT Manager	\$19.00	December 2018
Recruiting Manager	\$19.00	July 2018
Recruiting Assistants	\$15.00 - \$16.50	January 2019
Census Field Supervisor	\$15.00 - \$16.50	May 2019
Office Operations Supervisor	\$15.50	January/April 2019
Enumerator	\$13.50 - \$15.00	June 2019
Clerk	\$12.00	January/April/June 2019

Complete Count Committees

- Complete Count Committees encourage residents to respond to the 2020 Census
 - Government and community leaders from business, media, education, healthcare and other community organizations, etc.
 - Develop and implement a local 2020 census awareness campaign
 - Utilize local knowledge, influence and resources to educate residents and promote the census through locally-based, targeted outreach efforts.
 - Provide a vehicle for coordinating and nurturing cooperatives efforts between communities and the Census Bureau.
 - Help the Census Bureau get a complete count in 2020 through partnership with community organizations.

Complete Count Committees

EDUCATION ➡ **PROMOTION** ➡ **MOTIVATION / ACTION**

EDUCATION PHASE 2018 Through September 2019

The education phase is often referred to as the "raising census awareness" phase. During this period, CCC Chairpersons and Subcommittee Chairpersons work to ensure their respective members fully understand the mission of the CCC in relation to the overall awareness-building effort. This is the period to emphasize strongly the many uses of census data.

PROMOTION PHASE April 2019 Through January 2020

The promotion phase of the 2020 Census officially starts on April 1, 2019, a year out from Census Day. This phase overlaps with the education phase. The theme of this phase is "The 2020 Census is Coming." During this period, CCCs implement activities of the work plan through their government, faith- and community-based organization, business, media, and recruitment partners.

MOTIVATION/ ACTION PHASE February 2020 Through June 2020

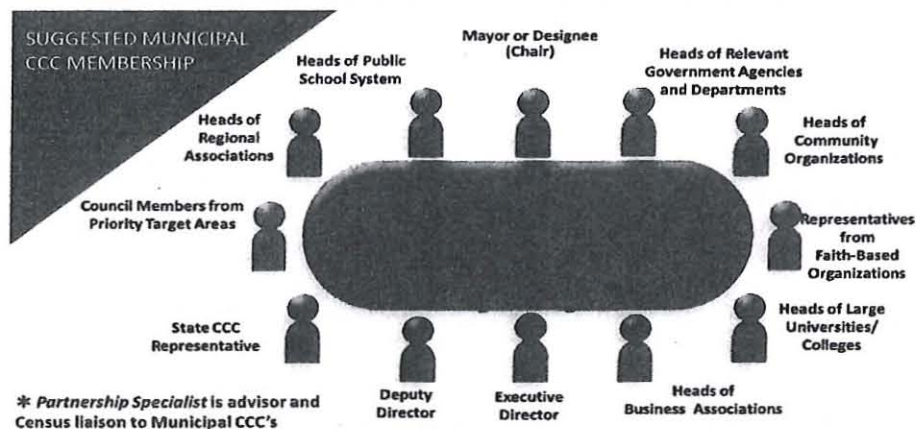
The motivation/action phase starts in February 2020, intensifies in March 2020, and reaches its peak in April 2020. It is constant between May 2020 and June 2020. The focus of this phase is to motivate each household to take ownership of the census and make a conscious decision to participate. The non-response follow-up operation will begin to be the focus in May 2020. The message to the community is "Cooperate with Census Takers" and the objective is to get non-responsive households to cooperate on the first visit.



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
CENSUS.GOV

9

Sample Complete Count Committee



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20543-0001



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
CENSUS.GOV



10

How Local Governments Can Collaborate with the U.S. Census Bureau

Operational Support

- ✓ Provide space that can be used for testing, on-boarding, training, etc.
 - ✓ e.g. Computer labs, Libraries, Schools
- ✓ Provide lists of residential institutions
- ✓ Provide lists of shelters, service providers, and transient locations
- ✓ Promote temporary job opportunities

Promotional Support

- ✓ Form a Complete Count Committee (elected officials, community groups, faith based, social service, health, business, etc.)
- ✓ Encourage census participation in newsletters, on websites, alert systems, drop-in articles, etc.



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
[census.gov](https://www.census.gov)

11

Questions 2020 Census Operations and Positions?

Contact us:

Recruiting Hotline - 1-888-480-1639

Philadelphia Regional Census Center- 1-844-507-2020

Email us at - philadelphia.rcc.partnership@census.gov



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
[census.gov](https://www.census.gov)

12

THE GEORGE WASHINGTON UNIVERSITY

WASHINGTON, DC

Counting for Dollars 2020

16 Large Federal Assistance Programs that Distribute Funds on Basis of Decennial
Census-derived Statistics (Fiscal Year 2015)

West Virginia

Total Program Obligations: \$5,079,831,509

Per Capita: \$2,755 (see note on proper use)

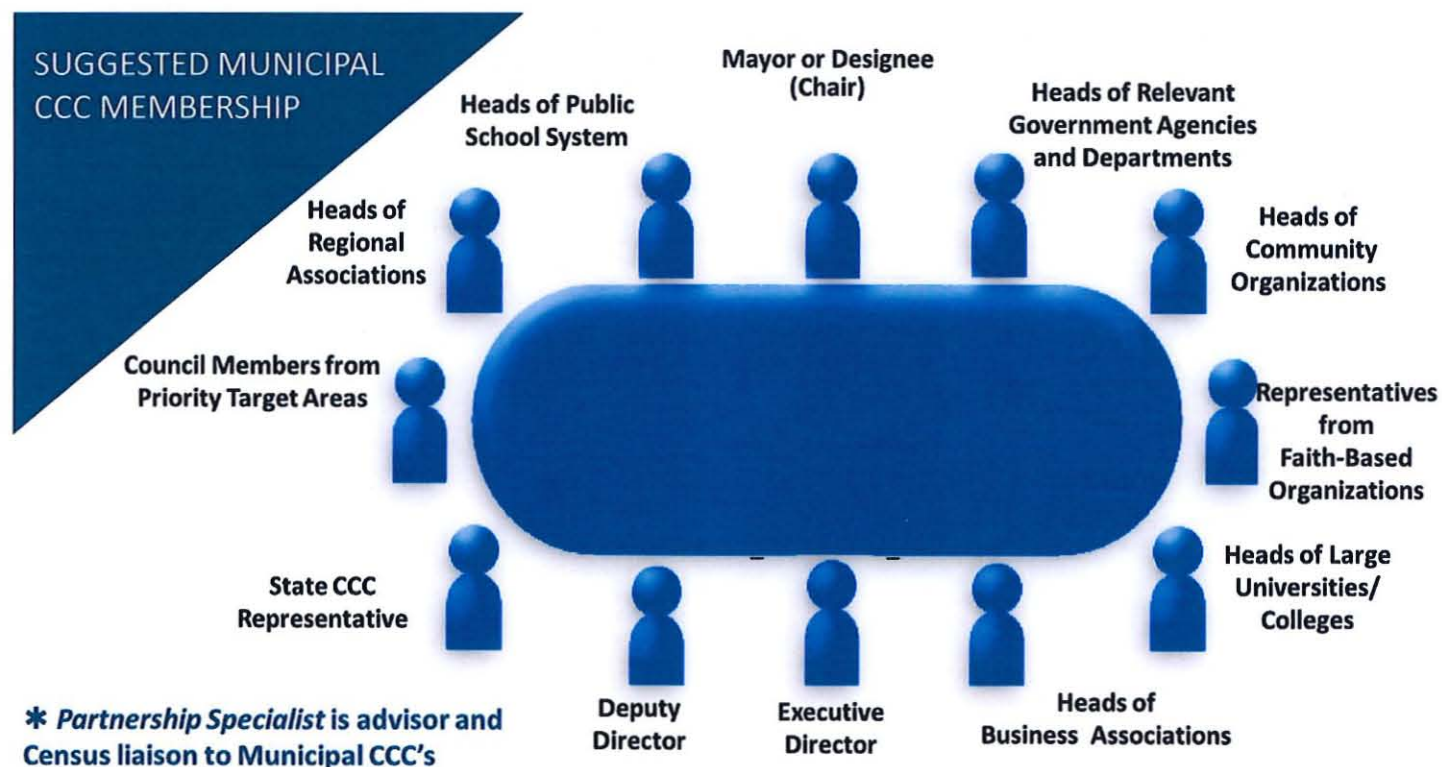
CFDA #	Program Name	Dept.	Type	Recipients	Obligations
93.778	Medical Assistance Program (Medicaid)	HHS	Grants	States	\$3,146,439,845
10.551	Supplemental Nutrition Assistance Program (SNAP)	USDA	Direct Pay	Households	\$497,268,953
20.205	Highway Planning and Construction	DOT	Grants	States	\$421,664,008
93.774	Medicare Part B (Supplemental Medical Insurance) – Physicians Fee Schedule Services	HHS	Direct Pay	Providers	\$355,641,036
84.010	Title I Grants to Local Education Agencies	ED	Grants	LEAs	\$88,547,245
84.027	Special Education Grants (IDEA)	ED	Grants	States	\$75,161,973
10.555	National School Lunch Program	USDA	Grants	States	\$71,660,282
14.871	Section 8 Housing Choice Vouchers	HUD	Direct Pay	Owners	\$70,616,000
93.600	Head Start/Early Head Start	HHS	Grants	Providers	\$64,297,471
93.527/ 93.224	Health Center Programs (Community, Migrant, Homeless, Public Housing)	HHS	Grants	Providers	\$60,745,150
14.195	Section 8 Housing Assistance Payments Program (Project-based)	HUD	Direct Pay	Owners	\$57,086,119
93.767	State Children's Health Insurance Program (S-CHIP)	HHS	Grants	States	\$55,249,000
93.658	Foster Care (Title IV-E)	HHS	Grants	States	\$36,948,000
10.557	Supplemental Nutrition Program for Women, Infants, and Children (WIC)	USDA	Grants	States	\$36,472,001
93.568	Low Income Home Energy Assistance (LIHEAP)	HHS	Grants	States	\$24,591,426
93.596	Child Care and Development Fund-Entitlement	HHS	Grants	States	\$17,443,000

MUNICIPAL COMPLETE COUNT COMMITTEE

A **Municipal Complete Count Committee** is a mutually beneficial partnership – at the highest level—within each city. The mayor often appoints members of the Complete Count Committee (CCC). Committees consist of influential community leaders who are charged with developing a census awareness campaign that:

- ♦ Communicates the importance of the census through local messaging.
- ♦ Raises awareness of the census throughout the city.
- ♦ Motivates every household in the city to participate in the census by completing the questionnaire thoroughly and in a timely manner.
- ♦ Increases the city's self-response rate.

The size of the Complete Count Committee is determined by each city. In addition, mayors and city councils may allocate funding to support the activities of the CCC. Cities view this funding as a sound investment in the future. Failure to count residents could result in a substantial loss of revenue for the next decade.



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

United States[™]
Census
Bureau

MUNICIPAL COMPLETE COUNT COMMITTEE



EDUCATION PHASE January 2018—September 2019

The education phase is often referred to as the “Raising Census Awareness” phase. The message to each community member is that the census is a civic activity that affects people of all ages, races, cultures, and ethnicities. This is the period to strongly emphasize the many uses of census data and highlight specific local examples of how census data benefits a community.

PROMOTION PHASE April 2019—January 2020

The promotion phase of the 2020 Census officially starts on April 1, 2019, a year out from Census Day. This phase overlaps with the education phase. The theme of this phase is “The 2020 Census is Coming.” During this period, CCCs implement activities through their government, faith- and community-based organization, business, media, and recruitment partners. An effective strategy guarantees that community residents will encounter census messages during times of work, play, leisure, school, and worship.

MOTIVATION/ ACTION PHASE February 2020—June 2020

The motivation/action phase starts in February 2020, intensifies in March 2020, and reaches its peak on Census Day—April 1st, 2020. The theme of this phase is “Be Counted for Your Community” and the focus is to motivate each household to take ownership of the census and make a conscious decision to participate. The non-response follow-up operation will be the focus toward the end of this phase, and the message to the community will change, encouraging households to “Cooperate with Census Takers”.

CCC SUBCOMMITTEE TYPES

BUSINESS	<ul style="list-style-type: none"> Involving a community's business sector creates a unifying element that touches every household within the community. 	EX-OFFENDER	<ul style="list-style-type: none"> The ex-offender population is sizeable and is often disenfranchised from the community and hard to track. 	LIBRARY	<ul style="list-style-type: none"> Urban Libraries Council says libraries are the “most trusted government entity”, poised to be pivotal for civic engagement.
COMMUNICATIONS, MEDIA AND TECHNOLOGY	<ul style="list-style-type: none"> Assists community organizations in utilizing census toolkit materials and enables them to innovate. 	FAITH-BASED	<ul style="list-style-type: none"> Faith-based organizations are found in every community and maintain interactive and ongoing communications with their members. 	RECRUITING	<ul style="list-style-type: none"> Reaching all members of the workforce community enhances the ability of the Census to plug into existing recruiting resources.
COMMUNITY ORGANIZATIONS	<ul style="list-style-type: none"> Community organizations provide outreach opportunities for a broad spectrum of residents of all ages, races and backgrounds. 	GOVERNMENT	<ul style="list-style-type: none"> Leveraging the ability of local government to provide knowledge of the population, organizations, and institutions is essential to an accurate count. 	SENIOR CITIZEN	<ul style="list-style-type: none"> Although a high responding group, the trend towards reduced home ownership may create enumerating challenges for field.
DATA AND MAPS	<ul style="list-style-type: none"> Understanding where hard-to-survey areas exist is important to direct subcommittee activities toward the correct populations and geographic areas. 	GROUP QUARTERS	<ul style="list-style-type: none"> Because of the limited access to most group quarters, cooperation from the institutions is vitally important to achieve an accurate count. 	SPECIAL HOUSING	<ul style="list-style-type: none"> The rental population will exceed a third of the entire U.S. population by 2020. No matter the housing type, access is vital for an accurate count.
EDUCATION (PRESCHOOL - GRADE 12)	<ul style="list-style-type: none"> Reaches U.S. households through schools and helps create a generation of future self-responders. 	HOMELESS	<ul style="list-style-type: none"> In the 2010 Decennial Census, the count was 209,325 for persons counted at shelters, outdoor locations, soup kitchens and mobile food vans. 	VETERANS	<ul style="list-style-type: none"> Over 22 million veterans living in the United States present a sizeable population distributed throughout the 50 states. Former military personnel can provide leadership and excellent recruiting assistance.
EDUCATION (POST SECONDARY)	<ul style="list-style-type: none"> Works with university housing to obtain administrative records for group quarters; educates off-campus students to participate accurately. 	IMMIGRANT	<ul style="list-style-type: none"> One of the serious challenges for a Census enumerator is encountering housing units where no one in the household speaks English. 	PHILANTHROPIC	



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

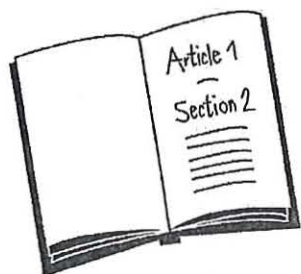
United States[™]
Census
Bureau

CENSUS 101: WHAT YOU NEED TO KNOW

The 2020 Census is closer than you think!
Here's a quick refresher of what it is and why it's essential that everyone is counted.

Everyone counts.

The census counts every person living in the U.S. once, only once, and in the right place.

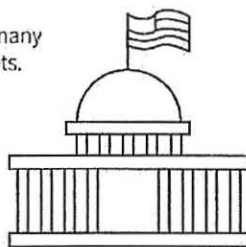


It's in the constitution.

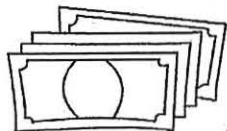
The U.S. Constitution mandates that everyone in the country be counted every 10 years. The first census was in 1790.

It's about fair representation.

Every 10 years, the results of the census are used to reapportion the House of Representatives, determining how many seats each state gets.

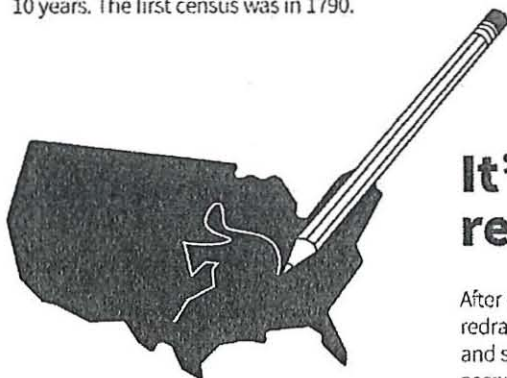
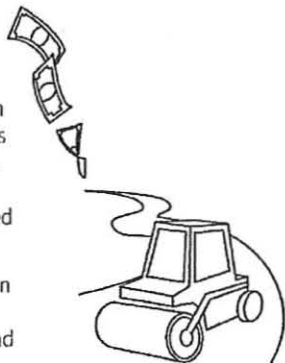


It's about \$675 billion.



The distribution of more than \$675 billion in federal funds, grants and support to states, counties and communities are based on census data.

That money is spent on schools, hospitals, roads, public works and other vital programs.

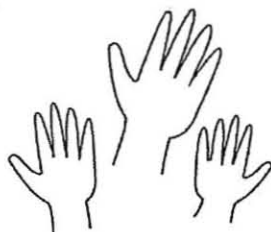


It's about redistricting.

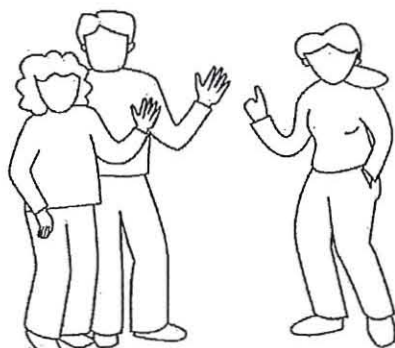
After each decade's census, state officials redraw the boundaries of the congressional and state legislative districts in their states to account for population shifts.

Taking part is your civic duty.

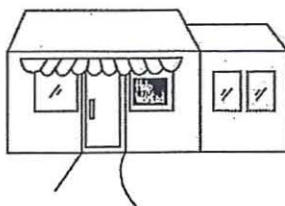
Completing the census is mandatory: it's a way to participate in our democracy and say "I COUNT!"



Census data are being used all around you.

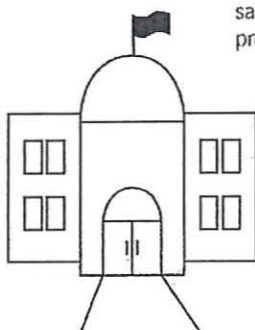


Residents use the census to support community initiatives involving legislation, quality-of-life and consumer advocacy.



Businesses use census data to decide where to build factories, offices and stores, which create jobs.

Local governments use the census for public safety and emergency preparedness.



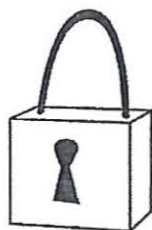
Real estate developers use the census to build new homes and revitalize old neighborhoods.



Your data is confidential.

The law requires the Census Bureau to keep your information confidential and only use it for statistical research.

We will never share your information with immigration enforcement agencies like ICE, law enforcement agencies like the FBI or police, or allow it to be used to determine your eligibility for government benefits.



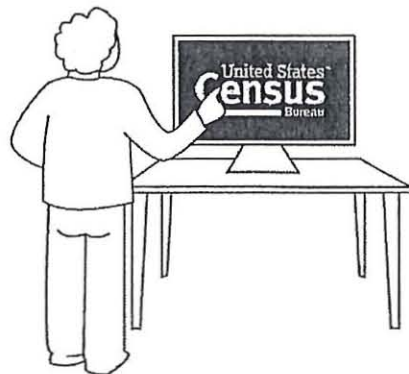
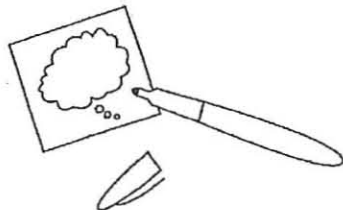
2020 will be easier than ever.

In 2020, you will be able to respond to the census online.



You can help.

You are the expert—we need your ideas on the best way to make sure everyone in your community gets counted.



United States
Census
Bureau

U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
census.gov

**FIND OUT HOW TO HELP AT
CENSUS.GOV/PARTNERS**

50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing "Intelligent" maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as backup for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English-language proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

2020 Census Timeline

Contact Information

For additional information about the Complete Count Committees program, please contact your regional census office.

Complete Count Committees

2018

- Tribal leader, governor, or highest elected local official or community leader determines Complete Count Committees (CCCs) structure.
- CCCs receive 2020 Census training.

2019

- Continue establishing CCCs.
- Open field offices.
- CCCs develop strategy and work plan.

2020

- CCCs begin community organization mobilization.
- 2020 Census advertising campaign begins in early 2020.
- CCCs support the 2020 Census.
- CCCs encourage self-response.

April 1, 2020 - CENSUS DAY

- CCCs urge households who do not respond to cooperate with census takers.

Please contact:

ATLANTA
Atlanta.rcc
.partnership
@2020census.gov

CHICAGO
Chicago.rcc
.partnership
@2020census.gov

DALLAS
Dallas.rcc
.partnership
@2020census.gov

LOS ANGELES
Los.Angeles.rcc
.partnership
@2020census.gov

NEW YORK
New.York.rcc
.partnership
@2020census.gov

PHILADELPHIA
Philadelphia.rcc
.partnership
@2020census.gov

If you reside in:

Alabama, Florida,
Georgia, Louisiana,
Mississippi,
North Carolina,
and South Carolina

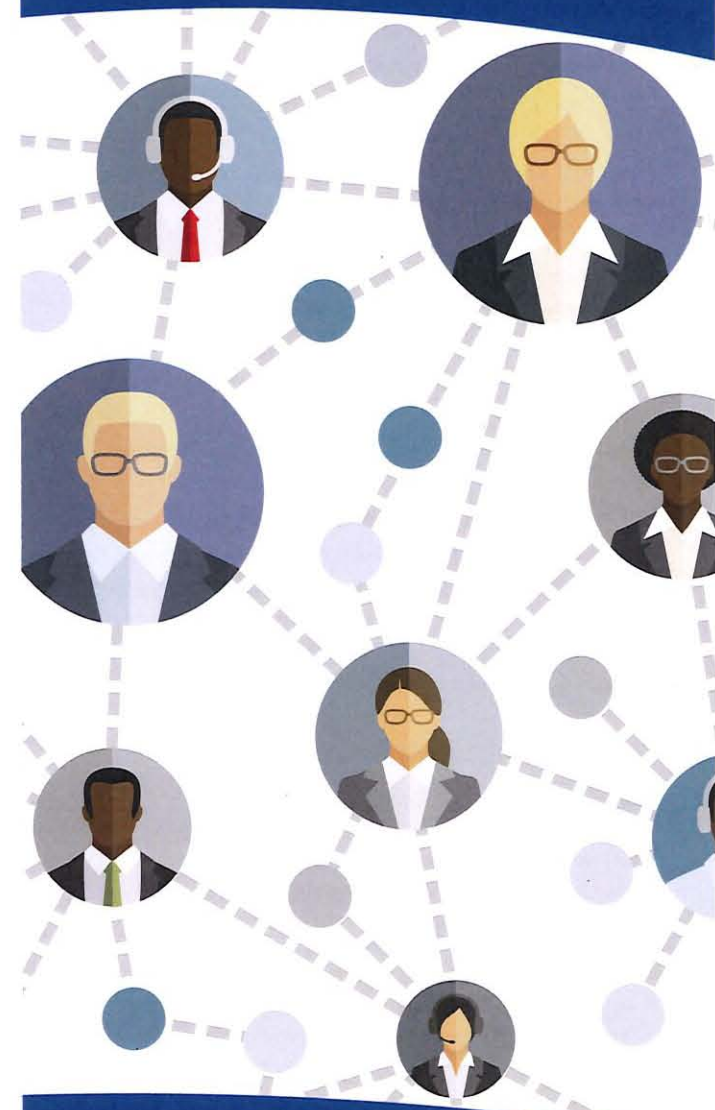
Arkansas, Illinois,
Indiana, Iowa,
Michigan, Minnesota,
Missouri, and
Wisconsin

Arizona, Colorado,
Kansas, Montana,
Nebraska, New
Mexico, North
Dakota, South
Dakota, Oklahoma, Texas,
Utah, and Wyoming

Alaska, California,
Hawaii, Idaho,
Nevada, Oregon,
and Washington

Connecticut, Maine,
Massachusetts, New
Hampshire, New Jersey,
New York, Rhode Island,
Vermont, and Puerto Rico

Delaware, District of
Columbia, Kentucky,
Maryland, Ohio,
Pennsylvania, Tennessee,
Virginia, and West Virginia



June 2018
D-1256 CCC

United States[™]
Census
Bureau

United States
Census
2020

The 2020 Census is almost here!

The 2020 Census provides an opportunity for everyone to be counted. Tribal, state, and local governments; community-based organizations; faith-based groups; schools; businesses; the media; and others play a key role in developing partners to educate and motivate residents to participate in the 2020 Census.

When community members are informed, they are more likely to respond to the census. Through collaborative partnerships, the U.S. Census Bureau and community leaders can reach the shared goal of counting EVERYONE in 2020.

The Complete Count Committees (CCC) program is key to creating awareness in communities all across the country.

- CCCs utilize local knowledge, influence, and resources to educate communities and promote the census through locally based, targeted outreach efforts.
- CCCs provide a vehicle for coordinating and nurturing cooperative efforts between tribal, state, and local governments; communities; and the Census Bureau.
- CCCs help the Census Bureau get a complete count in 2020 through partnerships with local governments and community organizations.

Get Started

WHO?

Tribal, state, and local governments work together with partners to form CCCs to promote and encourage response to the 2020 Census in their communities. Community-based organizations also establish CCCs that reach out to their constituents.

WHAT?

A CCC is comprised of a broad spectrum of government and community leaders from education, business, healthcare, and other community organizations. These trusted voices develop and implement a 2020 Census awareness to encourage a response campaign based upon their knowledge of the local community.

WHEN?

The formation of CCCs is happening NOW! Leaders are identifying budget resources and establishing local work plans. In 2020, they will implement the plans and lead their communities to a successful census count.

WHY?

The primary goal of the 2020 Census is to count everyone once, only once, and in the right place.

Community influencers create localized messaging that resonates with the population in their area. They are trusted voices and are best suited to mobilize community resources in an efficient manner.

HOW?

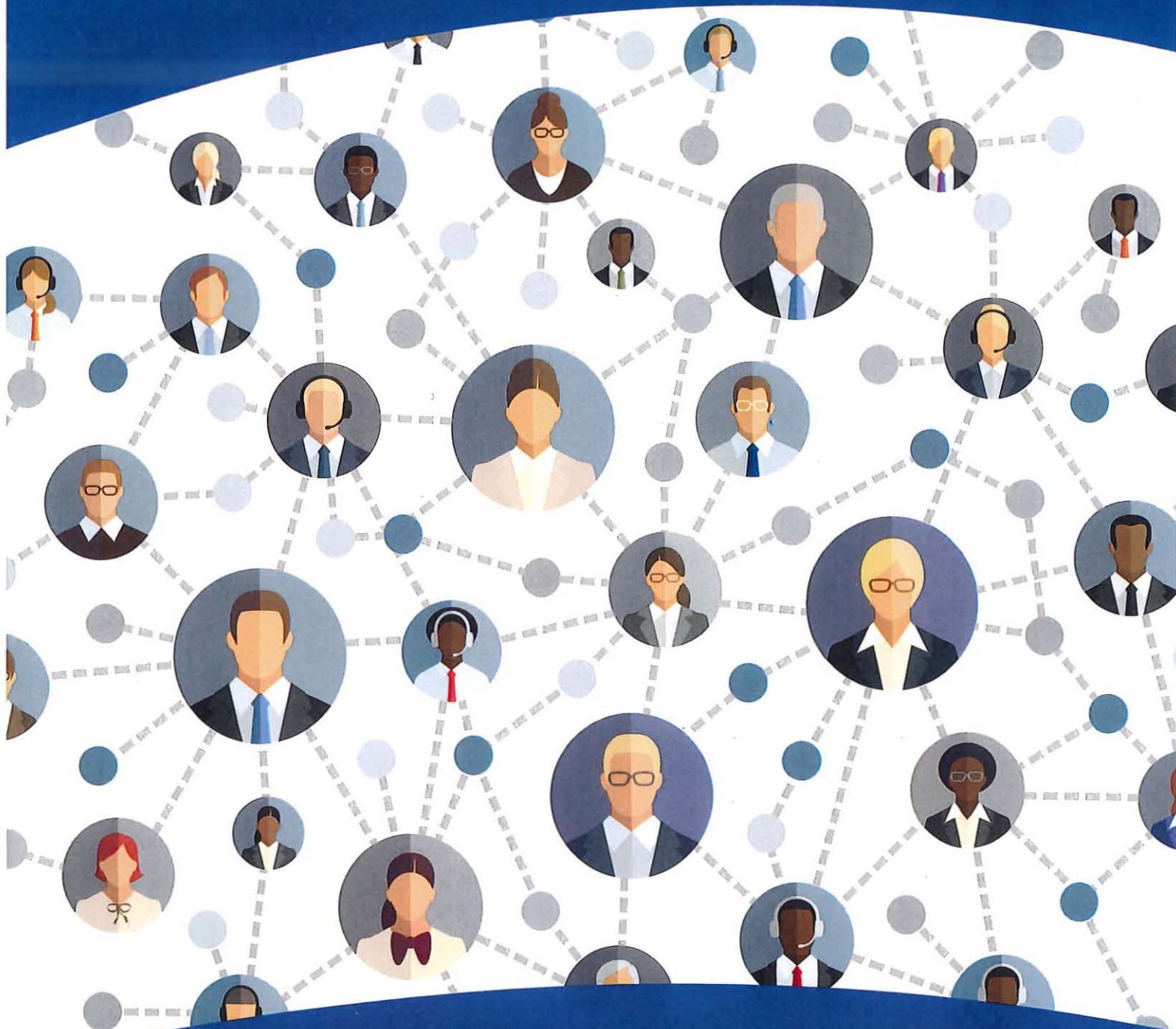
It's up to all of us! CCCs know the best way to reach the community and raise awareness. Some activities could include:

- Holding CCC kickoff meetings with media briefings.
- Participating in Census rallies or parades.
- Coordinating Census unity youth forums.
- Hosting Interfaith breakfasts and weekend events.
- Statistics in Schools classroom resources.
- Incorporating census information in newsletters, social media posts, podcasts, mailings, and websites.
- Helping recruit census workers when jobs become available.

2020 Census Complete Count Committee

Guide

D-1280

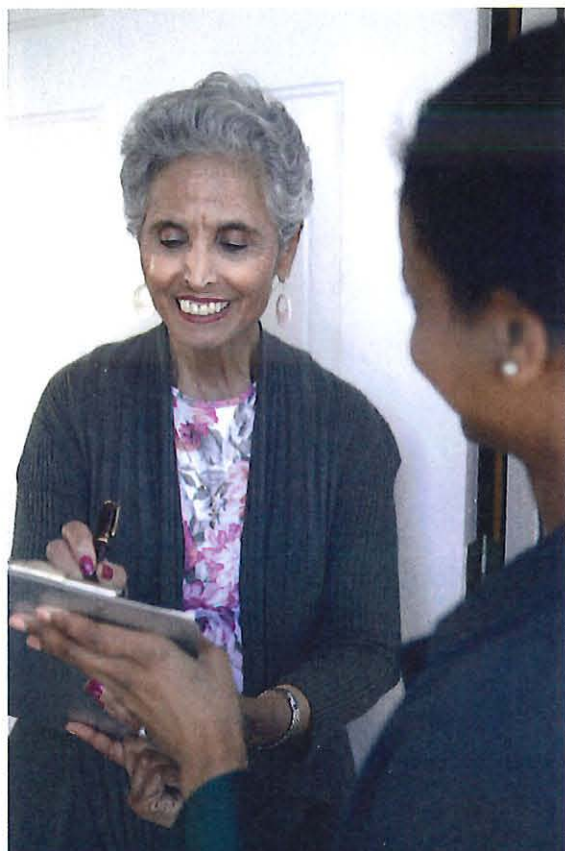


United States[®]
Census
Bureau

United States[®]
Census
2020

CONTENTS

Why Do We Take The Census?	1
How Are Census Data Used?.....	2
Are Census Data Really Confidential?.....	3
What Are Complete Count Committees?.....	4
When Should a Complete Count Committee Organize?.....	9
What Is the Subcommittee Structure of a CCC?.....	10
Summary: The Benefits of Complete Count Committees.....	13
Appendix A: 50 Ways Census Data Are Used.....	14
Appendix B: Understanding the Language of the 2020 Census.....	15
Appendix C. Census Solutions Workshop Overview	19
Contact Information	21



WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately \$675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.

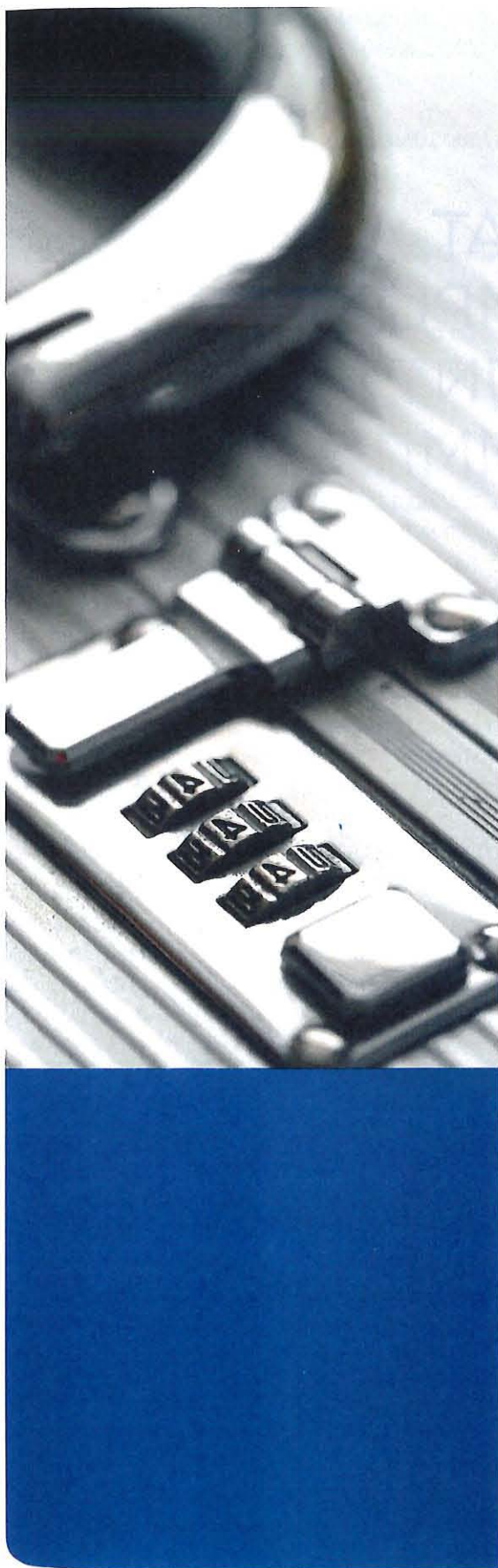


HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than \$675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.



ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of \$250,000.



WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local “census ambassador” groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3–5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20–50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful

committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under “What Is the Subcommittee Structure of a CCC?”

Examples of Tribal and Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a “grassroots” approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day “Be Counted” parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018–2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.

- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.

- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a “Census Day/Night Street Festival” in late 2019. Think of creative games or activities where census information can be incorporated.
- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn’t respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.



WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.



WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, and recruiting. **The Census Bureau does not manage Complete Count Committees.**

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have expertise, influence, and experience in the area of

the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

Faith-based subcommittee—Creates and coordinates activities and materials that can be used by any local faith-based institution in the

promotion of the 2020 Census awareness and participation.

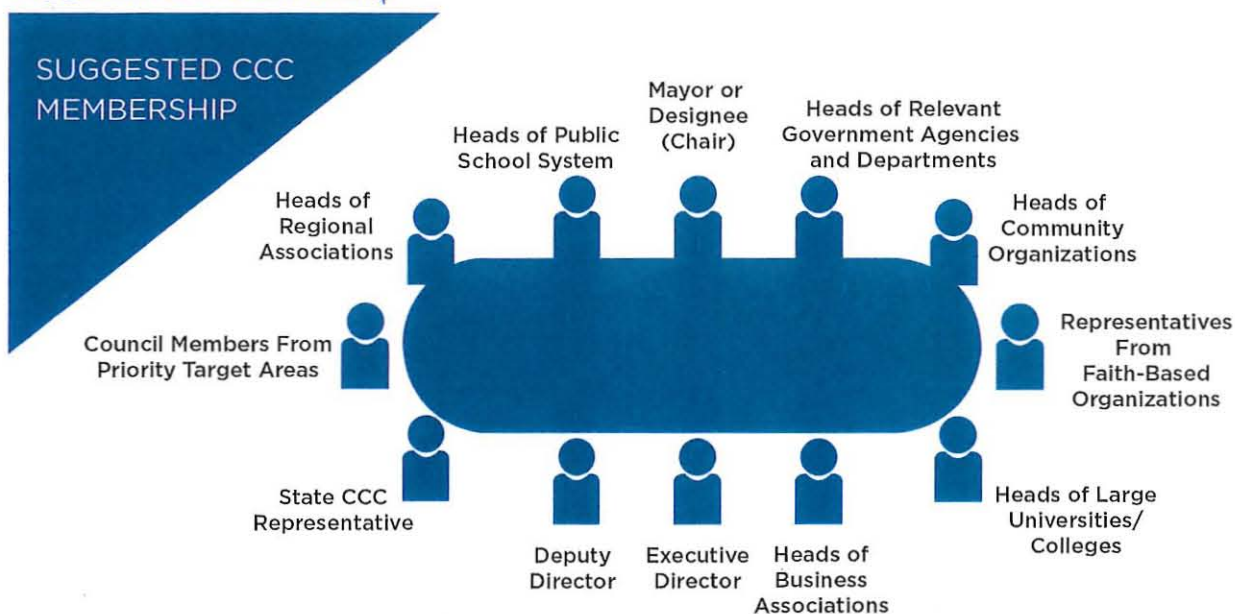
Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.

Suggested CCC Membership



*Partnership Specialist is advisor and Census Bureau liaison to Municipal CCCs



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A:

50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing “intelligent” maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B:

UNDERSTANDING THE

LANGUAGE OF THE 2020 CENSUS

GLOSSARY

The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the

decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group

quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov/roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K-12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

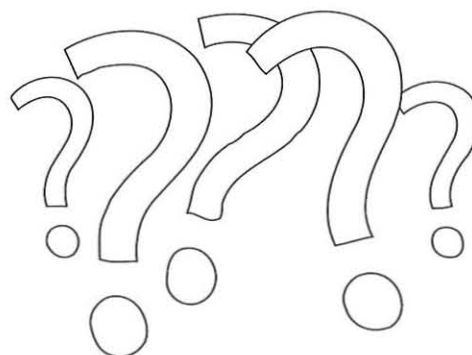
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.

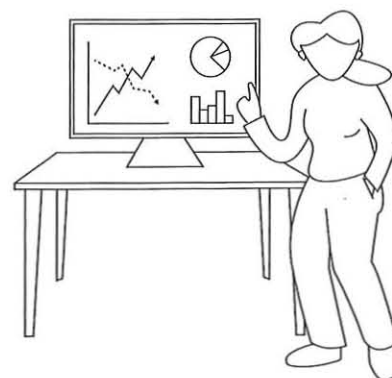


How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at:
www.census.gov/partners.

For more information, please contact us at:
census.partners@2020census.gov.





CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

If you reside in:	Please contact:
Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina	ATLANTA Atlanta.rcc.partnership@2020census.gov
Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin	CHICAGO Chicago.rcc.partnership@2020census.gov
Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming	DALLAS Dallas.rcc.partnership@2020census.gov
Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington	LOS ANGELES Los.Angeles.rcc.partnership@2020census.gov
Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico	NEW YORK New.York.rcc.partnership@2020census.gov
Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia	PHILADELPHIA Philadelphia.rcc.partnership@2020census.gov

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **835093**

Tax Year: **2018**

Upon the application of **MELLINGER ARTHUR** whose address is **193 LITTLE KANAWHA RIVER RD PARKERSBURG, WV 26101-2308** aggrieved by an erroneous assessment in TYGART District (08) , in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. (Arthur Mellinger) assessment card was incorrect for (2018) The revised assessed value reflects an accurate assessment. **PLATES EXPIRED 5/1/17**

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	3	159.66	2.365200	3	6,750
03/04/2019	PENDING EXONERATION	3	-33.70	2.365200	3	-1,425
Adjusted Net Taxes			125.96	Adjusted Net Value		5,325

Arthur I Mellinger

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

PHOWR#

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on **April 11, 2019**

RECEIVED
MAR 10 2019
County Auditor

RECEIVED
APR 09 2019
County Administrator

Mark Rhodes
WOOD COUNTY 04/09/2019 AM
Instrument No 8816252
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book Page 79-38

By: Don Grimm

Application Printed On

Monday, March 4, 2019 12:10 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **523387** ✓

Tax Year: **2015** ✓

Upon the application of **COTTRELL BRANDON R** whose address is **99 MITCHELLS CT WASHINGTON, WV 26181**- aggrieved by an erroneous assessment in **LUBECK District (03)**, in the County of Wood, for the **2015** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2015** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

Due to error the mobile home on tax ticket 523387 was not owned by Brandon Cottrell tax year 2015. DMV records show Bryan Nichols to be the owner for tax year 2015. Please exon tax ticket 523387. Thank You

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2015	BILLING	2	36.18	1.104200	2	3,276
07/10/2017	PENDING EXONERATION	2	-36.18	1.104200	2	-3,276
Adjusted Net Taxes			0.00	Adjusted Net Value 0		

Brandon Cottrell

Taxpayer

PHONE 304-494-8438

[Signature]

Prosecutor

[Signature]

Assessor

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *April 11, 2019*

RECEIVED

MAR 28 2019

County Auditor

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:40:29 PM
Instrument No 88162354
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-38

By: Don Grimm

Application Printed On

Monday, July 10, 2017 3:50 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **761884** ✓

Tax Year: **2017** ✓

Upon the application of **COTTRELL BRANDON R** whose address is **99 MITCHELLS CT WASHINGTON, WV 26181**- aggrieved by an erroneous assessment in **LUBECK District (03)** , in the County of Wood, for the **2017** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2017** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

DUE TO ERROR THE MOBILE HOME ON TAX TICKET 761884 WAS NOT OWNED BY BRANDON COTTRELL FOR TAX YEAR 2017. DMV RECORDS SHOW TERESA LAKE TO BE THE OWNER FOR TAX YEAR 2017. PLEASE EXON TAX TICKET 761884. THANK YOU

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2017	BILLING	2	42.26	1.189400	2	3,552
09/11/2017	PENDING EXONERATION	2	-42.26	1.189400	2	-3,552
Adjusted Net Taxes			0.00	Adjusted Net Value		

Bla Cthll

Taxpayer

304-494-8438

om

Prosecutor

Dave Mohr

Assessor

Scott F...

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 18 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:41:47 PM
Instrument No 88162365
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Stacey Fleak

Application Printed On

Friday, March 1, 2019 3:54 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **622715** ✓

Tax Year: **2016** ✓

Upon the application of **COTTRELL BRANDON R** whose address is **99 MITCHELLS CT WASHINGTON, WV 26181**- aggrieved by an erroneous assessment in **LUBECK District (03)** , in the County of Wood, for the **2016** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2016** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

DUE TO ERROR THE MOBILE HOME ON TAX TICKET 622715 WAS NOT OWNED BY BRANDON COTTRELL FOR TAX YEAR 2016. DMV RECORDS SHOW BRYAN NICHOLS TO BE THE OWNER FOR TAX YEAR 2016. PLEASE EXON TAX TICKET 622715. THANK YOU

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2016	BILLING	2	39.20	1.103400	2	3,552
09/08/2017	PENDING EXONERATION	2	-39.20	1.103400	2	-3,552
			Adjusted Net Taxes			
			0.00			
						Adjusted Net Value 0.00

Blair Cottle

Taxpayer

304-494-8438

OR

Prosecutor

Dave Niche

Assessor

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 18 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:42:54 PM
Instrument No 88162357
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Stacey Fleak

Application Printed On

Friday, March 1, 2019 3:53 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **523868**

Tax Year: **2015**

Upon the application of **LINGER BRYAN D** whose address is **127 MINERAL PARK LN MINERAL WELLS, WV 26150**- aggrieved by an erroneous assessment in SLATE District (06) , in the County of Wood, for the **2015** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2015** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. The mobile home assessed on this tax ticket was sold on 11/05/2013. A supplemental tax ticket has been created for the new owner, delmar linger.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2015	BILLING	2	28.16	1.104200	2	2,550
03/07/2019	PENDING EXONERATION	2	-28.16	1.104200	2	-2,550
Adjusted Net Taxes			0.00	Adjusted Net Value 0		

B.D. Linger

Taxpayer
304-494-0693

om

Prosecutor

David Phe

Assessor

Robert R.

Commissioner

John C.

County Commission President

David E. R.

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *April 11, 2019*

RECEIVED

MAR 18 2018

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
Wood County 02:43:59 PM
Instrument No 88162359
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-38

By: Stacey Fleak

Application Printed On

Thursday, March 7, 2019 2:41 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **837858**

Tax Year: **2018**

Upon the application of **MAGOC MICHAEL S** whose address is **201 32ND AVE VIENNA, WV 26105-** aggrieved by an erroneous assessment in **VIENNA District (10)**, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. (Michael Magoc) assessment card was incorrect for (2018). The revised assessed value reflects an accurate assessment. *Vehicle taxed in Jackson Co. Didn't pay other*

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value	
07/01/2018	BILLING	4	112.02	3.098520	4	3,615	
03/04/2019	PENDING EXONERATION	4	-112.02	3.098520	4	-3,615	
Adjusted Net Taxes			0.00	Adjusted Net Value			0

Michael S. Magoc

Taxpayer

Phone: - 304-966-3892

[Signature]

Prosecutor

[Signature]

Assessor

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 18 2019

County

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
Wood County 02:45:18 PM
Instrument No 88162360
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Don Grimm

Application Printed On

Monday, March 4, 2019 2:40 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **8174**

Tax Year: **2018**

Description

#4 5 6 BLENN LAKE ADN 140/C5
C6

Upon the application of **LESSNER SANDRA J** whose address is **133 BLENN LAKE RD PARKERSBURG, WV 26101-7181** aggrieved by an erroneous assessment in LUBECK District (03) Map 140 Parcel 00C40000, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

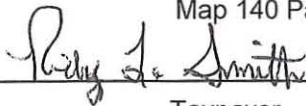
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

DUE TO A CLERICAL ERROR THE HOMESTEAD EXEMPTION WAS NOT APPLIED TO THE ABOVE MENTIONED TAX TICKET. THE REVISED TAX AMOUNT REFLECTS A ACCURATE ASSESSMENT.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	2	818.84	1.182600	2	69,240
03/26/2019	PENDING EXONERATION	2	-236.52	1.182600	2	-20,000
Adjusted Net Taxes			582.32	Adjusted Net Value		49,240

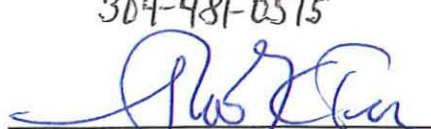
Map 140 Parcel 00C40000


Taxpayer

304-481-0515


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

APR 09 2019

County Administrator

RECEIVED

MAR 28 2019

County Administrator

Mark Rhodes
WOOD County 02:46:21 PM
Instrument No 88162362
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book Page 75-38

By: Connie Mcatee

Application Printed On

Tuesday, March 26, 2019 2:36 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **833386**

Tax Year: **2018**

Upon the application of **BOONE DEAN** whose address is **14560 PARRACOMBE LN MIDLOTHIAN, VA 23112**- aggrieved by an erroneous assessment in SLATE District (06) , in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. The taxpayer was not a resident of Wood County or the state of West Virginia as of (2018).

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	3	120.28	2.365200	3	5,085
08/06/2018	PENDING EXONERATION	3	-120.28	2.365200	3	-5,085
			Adjusted Net Taxes			Adjusted Net Value
			0.00			0

Boone Dean

Taxpayer

Don Grimm

Prosecutor

James R. Rhodes

Assessor

PHOW # - 304-615-1449

Don Grimm

Commissioner

Don Grimm

County Commission President

James R. Rhodes

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 28 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:47:24 PM
Instrument No 88162365
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

Application Printed On

Monday, August 6, 2018 4:34 pm

Don Grimm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

ST MARYS AVE 35X80

Tax Ticket: **17059**

Tax Year: **2018**

Upon the application of **ECHARD HELEN K** whose address is **206 1/2 FLORENCE ST BELPRE, OH 45714-1757** aggrieved by an erroneous assessment in PARKERSBURG District (05) Map 70 Parcel 02300000, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. **THOMAS ECHARD** was incorrectly assessed in the wrong tax class. The property is not a rental. The revised tax amount reflects an accurate assessment.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	11.22	3.115120	4	360
03/26/2019	PENDING EXONERATION	4	-5.62	3.115120	4	0
			Adjusted Net Taxes			Adjusted Net Value
			5.60			360

Map 70 Parcel 02300000

Thomas Echard

304.483 Taxpayer
6111

[Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED
MAR 28 2019
County Administrator

RECEIVED
APR 09 2019
County Administrator

Mark Rhodes
WOOD County 02:48:30 PM
Instrument No 88162364
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Connie Mcatee

Application Printed On

Tuesday, March 26, 2019 2:01 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

ST MARYS AVE 40X80

Tax Ticket: **17060**

Tax Year: **2018**

Upon the application of **ECHARD HELEN K** whose address is **206 1/2 FLORENCE ST BELPRE, OH 45714-1757** aggrieved by an erroneous assessment in **PARKERSBURG** District (05) Map 70 Parcel 02310000, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. **THOMAS ECHARD** was incorrectly assessed in the wrong tax class. The property is not a rental. The revised tax amount reflects an accurate assessment.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	906.50	3.115120	4	29,100
03/26/2019	PENDING EXONERATION	4	-453.26	3.115120	4	0
			Adjusted Net Taxes			Adjusted Net Value
			453.24			29,100

Map 70 Parcel 02310000

Thomas Echard

304-483-6111
Taxpayer

Prosecutor

Assessor

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 28 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:49:57 PM
Instrument No 88162365
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-38

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **829424**

Tax Year: **2018**

Upon the application of **GOSSERT ANNETTE M** whose address is **808 HILLCREST ST PARKERSBURG, WV 26101-7030** aggrieved by an erroneous assessment in **PARKERSBURG District (05)**, in the County of **Wood**, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

THE ABOVE MENTIONED TAX TICKET IS INCORRECT DUE TO A CLERICAL ERROR. ANNETTE GOSSERT'S ASSESSMENT CARD WAS INCORRECT FOR 2018. THE REVISED ASSESSED VALUE REFLECTS AN ACCURATE ASSESSMENT.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of **WOOD** County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	168.22	3.115120	4	5,400
07/26/2018	PENDING EXONERATION	4	-168.22	3.115120	4	-5,400
Adjusted Net Taxes			0.00	Adjusted Net Value		

Annette Gossett

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

304-210-2068

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 28 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:53:55 PM
Instrument No 88162367
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Sarah Edelen

Application Printed On

Thursday, January 24, 2019 10:29 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **13935**

Tax Year: **2018**

Description

#1 #2 #3 BEVERLY HGTS

MANOR ADN INC:110/65-66

Upon the application of **BOSLEY JOHN C JR** whose address is **1 BOSLEY AVE PARKERSBURG, WV 26101-7110** aggrieved by an erroneous assessment in PARKERSBURG District (05) Map 110 Parcel 00640000, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

BUILDING WAS REMOVED FROM REAL PROPERTY AND MOVED TO PERSONAL PROPERTY.

HUDGSON LEASES BUDG ON BOSLEY PROPERTY

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	607.46	3.115120	4	19,500
02/04/2019	PENDING EXONERATION	4	-250.46	3.115120	4	-8,040
Adjusted Net Taxes			357.00	Adjusted Net Value		11,460

Map 110 Parcel 00640000

Mary Ann Hodgson
Taxpayer

[Signature]
Prosecutor

[Signature]
Assessor

304-834-0633

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11 2019

RECEIVED

FEB 08 2018

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:54:49 PM
Instrument No 88162368
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Teresa Murray

Application Printed On

Monday, February 4, 2019 9:18 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **742481** ✓

Tax Year: **2017** ✓

Upon the application of **EVANS BARRETT S** whose address is **462 OLD TURNPIKE RD PARKERSBURG, WV 26104-7227** aggrieved by an erroneous assessment in **CLAY District (01)**, in the County of Wood, for the **2017** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2017** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket requires an adjustment based on the attached divorce decree. A supplemental tax ticket has been created for the (2010 Chev Equinox). The tax amount and values are the same. *Supplemental paid. 1/2/19*

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2017	BILLING	3	652.98	2.378800	3	27,450 ✓
01/03/2019	PENDING EXONERATION	3	-147.72	2.378800	3	-6,210
Adjusted Net Taxes			505.26	Adjusted Net Value		21,240 ✓

Hendra S. Evans
Taxpayer
Phone # 304 966 0865

[Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *April 11, 2019*

RECEIVED

FEB 08 2018

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:55:55 PM
Instrument No 8816270
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-38

By: Don Grimm

Application Printed On

Thursday, January 3, 2019 9:39 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **752406**

Tax Year: **2017**

Upon the application of **WELCH DAVID W** whose address is **648 13TH ST PARKERSBURG, WV 26101-4434** aggrieved by an erroneous assessment in **PARKERSBURG District (05)**, in the County of Wood, for the **2017** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2017** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. The personal property assessed on this tax ticket is not correct. The revised assessed value and subsequent tax amount reflects an accurate assessment.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2017	BILLING	4	175.52	3.128720	4	5,610
03/30/2018	PENDING EXONERATION	4	-175.52	3.128720	4	-5,610
Adjusted Net Taxes			0.00	Adjusted Net Value		
						0

On H. Hill

Taxpayer
681-315-8038

DM
Prosecutor

David J. Joke
Assessor

Patricia
Commissioner

Michael
County Commission President

John E. White
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

FEB 08 2018

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 02:57:00 PM
Instrument No 88162372
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Melinda Joy

Application Printed On

Thursday, February 7, 2019 10:59 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **412664** ✓

Tax Year: **2014** ✓

Upon the application of **STANLEY MATTHEW** whose address is **1020 36TH ST PARKERSBURG, WV 26101**- aggrieved by an erroneous assessment in **PARKERSBURG District (05)** , in the County of Wood, for the **2014** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2014** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due ta a clerical error. The taxpayer was assessed in (Pleasants County) for tax year (2014)and paid there.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2014	BILLING	4	39.66	2.936800	4	1,350
01/04/2019	PENDING EXONERATION	4	-39.66	2.936800	4	-1,350
Adjusted Net Taxes			0.00	Adjusted Net Value 0		

[Signature]

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

Phone # -
(304) 264-0236

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED
FEB 08 2018
County Administrator

RECEIVED
APR 09 2019
County Administrator

Mark Rhodes
WOOD County 02:58:38 PM
Instrument No 88162573
Date Recorded 04/11/2019
Document Type 030
Pages Recorded 1
Book-Page 75-38

By: Don Grimm

Application Printed On
Friday, January 4, 2019 10:17 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **846317** ✓

Tax Year: **2018** ✓

Upon the application of **EAGLE BETTY** whose address is **87 BARGELOH AVE MINERAL WELLS, WV 26150**- aggrieved by an erroneous assessment in SLATE District (06) , in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. The mobile home assessed on this tax ticket was assessed in error.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value	
07/01/2018	BILLING	2	31.94	1.182600	2	2,700	
03/19/2019	PENDING EXONERATION	2	-31.94	1.182600	2	-2,700	
Adjusted Net Taxes			0.00	Adjusted Net Value			0

Taxpayer

Prosecutor

Assessor

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 25 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 03:03:52 PM
Instrument No 88162374
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

By: Stacey Fleak

Application Printed On

Tuesday, March 19, 2019 3:31 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **831711** ✓

Tax Year: **2018** ✓

Upon the application of **RICHARDS TYLER** whose address is **712 8TH AVE PARKERSBURG, WV 26101-5928** aggrieved by an erroneous assessment in **PARKERSBURG District (05)**, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. Our office recently discovered that a data entry error has occurred and would like to correct the mistake. The revised assessed value reflects an accurate assessment.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	68.22	3.115120	4	2,190
03/04/2019	PENDING EXONERATION	4	-35.06	3.115120	4	-1,125
Adjusted Net Taxes			33.16	Adjusted Net Value		1,065


Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 25 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 03:05:08 PM
Instrument No 88152376
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-38

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **14599**

Tax Year: **2018**

Description

B-4 LOT 31 & W 1/2 30 DUDLEYS
2ND ADN

Upon the application of **BUTLER GARY L** whose address is **2301 36TH ST NORTH PARKERSBURG, WV 26104-2035** aggrieved by an erroneous assessment in **PARKERSBURG District (05) Map 22 Parcel 01240000**, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

SHOULD HAVE BEEN CLASS 2 TAXES RESIDENTIAL.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	882.20	3.115120	4	28,320
03/22/2019	PENDING EXONERATION	4	-441.10	3.115120	4	0
			Adjusted Net Taxes			Adjusted Net Value
			441.10			28,320

Map 22 Parcel 01240000

May L Butler
Taxpayer

[Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 25 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 03:05:57 PM
Instrument No 88162377
Date Recorded 04/11/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-38

By: Teresa Murray

Application Printed On

Friday, March 22, 2019 1:38 pm

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **840985** ✓

Tax Year: **2018** ✓

Upon the application of **MUHAMMADMAJAD ANWAR KINGSON** whose address is **1339 HIGHLAND AVE WILLIAMSTOWN, WV 26187-1376** aggrieved by an erroneous assessment in **WILLIAMSTOWN District (13)**, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.


If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.


The above mentioned tax ticket is incorrect due to a clerical error. (Anwar Muhammadmajad) assessment card was incorrect for (2018) The revised assessed value reflects an accurate assessment. EDGE SHOULD BE REMOVED

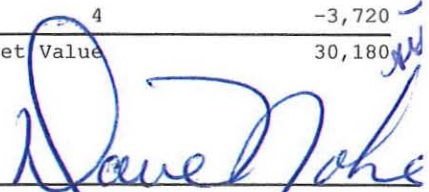
All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

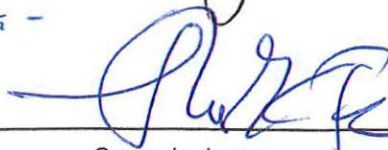
Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2018	BILLING	4	971.30	2.865200	4	33,900
03/05/2019	PENDING EXONERATION	4	-106.60	2.865200	4	-3,720
Adjusted Net Taxes			864.70	Adjusted Net Value		30,180


PHOW -


 Taxpayer

 Prosecutor

 Assessor

 Commissioner

 County Commission President

 Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on April 11, 2019

RECEIVED

MAR 25 2019

County Administrator

RECEIVED

APR 09 2019

County Administrator

Mark Rhodes
WOOD County 03:06:49 PM
Instrument No 88162378
Date Recorded 04/11/2019
Document Type CCO
Pages Recorded 1
Book-Page 75-38

By: Don Grimm

Application Printed On

Tuesday, March 5, 2019 11:44 am

APRIL 11, 2019

IN RE: EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

ORDER

This 11th day of April, 2019 at 10:05 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 and made unanimous by James E. Colombo, the County Commission, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator and Pat Lefebure, 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 10:08 o'clock A.M.

APPROVED:

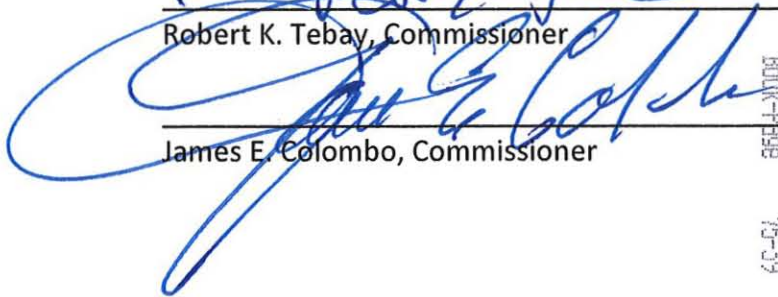
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4084

Mark Rhodes
Wood County 11:09:32 AM
Instrument No 88163675
Date Recorded 04/11/2019
Document Type 000
Pages Recorded 1
Book-Page 75-39