

Ohio Department of Administrative Services
Ted Strickland, *Governor*
Hugh Quill, *Director*

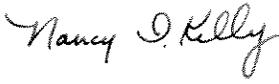
Human Resources Division
100 East Broad Street, 15th Floor
Columbus, Ohio 43215-3414

614.466.3455 voice
614.728.2785 fax
<http://das.ohio.gov>



MEMORANDUM

TO: ALL COUNTY APPOINTING AUTHORITIES, BOARDS AND COMMISSIONS

FROM: NANCY KELLY, DEPUTY DIRECTOR
DAS, HUMAN RESOURCES DIVISION 

DATE: APRIL 18, 2008

SUBJECT: SERVICES PROVIDED TO COUNTY AGENCIES

As you are aware, due to changes implemented in HB 187 there have been many changes in the way the Department of Administrative Services provides services to county agencies. Most notably, we no longer process the actual paperwork for county agencies. However, we still have many services that we can provide to assist you with your HR functions.

We are currently working on a classification specification review project and publishing the current county classification specifications to the County Services Web site. As these projects progress, we will be requesting your input with deleting, revising and adding new classes to class plans per the Ohio Administrative Code 123:1-08-02 and 123:1-7-17. Following completion of the above mentioned classification specification review; we will begin the review of the two class plans that pertain to county Job & Family Services agencies.

Another notable project we are working on is updates to the County Services Web site. Recently we added layoff and job abolishment guidelines, job audit information and a frequently asked questions list. This project is ongoing and we welcome any input you can provide to improve this site for all county agencies. Please visit our Web site at <http://www.das.ohio.gov/hrd/cntyserv.html> periodically for new updates.

Finally, we are requesting your input on the services that we currently provide and/or services that you would like to see us provide in the future. Please let us know if you would like to schedule a meeting, form a committee or have suggestions relating to county services.

We look forward to your participation. If you have any questions, please feel free to contact Sharon Stevens at (614) 466-0901 or via email at Sharon.Stevens@das.state.oh.us