

OHIO AUDITOR OF STATE KEITH FABER



88 East Broad Street
Columbus, Ohio 43215
ContactUs@ohioauditor.gov
(800) 282-0370

Fire District Fiscal Officer Training

Tuesday, July 27, 2021

Agenda and Course Descriptions

Information subject to change

Fire Grants

Presenter: Chief Dennis Lewis, Bazetta Township Fire Department

Description: Putting the pieces of the puzzle together by providing the pieces I have found may help you put the puzzle together!

Hiring, Discipline and Termination of Ohio Firefighters

Presenter: Paul L. Bittner, Ice Miller LLP

Description: Fire Districts in Ohio are not at-will employers. The hiring, discipline and termination of firefighters are governed by the Ohio Revised Code. Doing it wrong can result in significant liability. Learn to do it right.

The Ohio Ethics Law: Building a Culture of Integrity

Presenter: Susan Willeke, Ohio Ethics Commission

Description: This lively session will help public officials and employees in understanding how to identify and avoid acting on potential conflicts of interest. It will also provide information regarding ethics prohibitions related to public contracts and potential post-employment requirements. Attendees will also learn about general assistance available from the Ohio Ethics Commission to assist both the public and provide sectors in understanding and complying with the Ethics Laws.

Fire District Common Audit Comments & How to Avoid Them

Presenters: Kelly Berger-Davis, Ohio Auditor of State

Description: This session will cover some common audit comments from fire district reports, and what you can do to avoid them.

Ohio Police and Fire Employer Reporting Update

Presenter: John Davis, The Ohio Police and Fire Pension Fund

Description: This session will cover the following:

- How to enroll a newly-created fire district in OP&F
- How to enroll new members in OP&F
- How to report pension data and make payments
- How to report online
- How to avoid statutory penalties
- Other employer requirements

Fair Labor Standards Act for Firefighters

Presenter: David “Chip” Comstock, Jr., BSPH Law

Description: This presentation will provide an overview of the requirements of the Fair Labor Standards Act (FLSA) and its effect upon volunteer and part-time firefighters. The class will examine payments to volunteers, restrictions on providing the same type of service within the same public agency and the uses of compensatory leave. Recent court cases involving the FLSA will also be examined.

Cash Basis Forecasting

Presenter: Chris McCoy, Ohio Auditor of State

Description: This session is an introduction to cash basis forecasting. It is designed to explain to attendees what a forecast is, what it is designed to do, the different parts of a forecast, who should be involved in its preparation, what are the benefits of preparing a forecast, and some basic tips on how to be successful.

Public Employee Risk Reduction Program (PERRP) for Fire Districts & Departments

Presenter: Chief Dennis Lewis, Bazetta Township Fire Department

Description: This session will cover the Public Employee Risk Reduction Program (PERRP), which ensures public employees in Ohio have a safe and healthy work environment by:

- Identifying workplace hazards and reducing those hazards through effective safety and health programs
- Developing and enforcing mandatory job safety and health standards
- Maintaining a reporting and record keeping system to monitor job-related injuries and illnesses
- Providing assistance, training and other support programs to help public employers and workers understand their rights and responsibilities

**Fire District Fiscal Officer Training
Tuesday, July 27, 2021
Agenda**

Start Time	End Time	Topic	Speaker
8:30 AM	8:40 AM	Opening Remarks	AOS Training Department
8:40 AM	9:30 AM	Fire Grants	Chief Dennis Lewis, Bazetta Township
9:30 AM	9:40 AM	Break	
9:40 AM	10:30 AM	Hiring, Discipline, and Termination of Ohio Firefighters	Paul Bittner, Ice Miller
10:30 AM	10:40 AM	Break	
10:40 AM	11:30 AM	The Ohio Ethics Law: Building a Culture of Integrity	Susan Willeke, Ohio Ethics Commission
11:30 AM	12:00 PM	Common Audit Comments and How to Avoid Them	Kelly Berger-Davis, AOS
12:00 PM	12:30 PM	Lunch	
12:30 PM	1:20 PM	Ohio Police and Fire Pension Update	John Davis, OPF
1:20 PM	1:25 PM	Break	
1:25 PM	2:25 PM	Fair Labor Standards Act for Firefighters	Chip Comstock, Jr., BSPH Law
2:25 PM	2:30 PM	Break	
2:30 PM	3:20 PM	Cash Basis Forecasting	Chris McCoy, AOS
3:20 PM	4:20 PM	Public Employee Risk Reduction Program (PERRP) for Fire Districts & Departments	Chief Dennis Lewis, Bazetta Township
4:20 PM	4:30 PM	Closing Remarks	AOS Training Department