



Department of
Administrative Services

Mike DeWine, Governor
Jon Husted, Lt. Governor

Matt Damschroder, Director

06/12/2019

Roger Gaul
Meigs County General Health District
112 E. Memorial Drive Suite A
Pomeroy, OH 45769

SUBJECT: Affirmative Action Program Verification (AAPV)
Effective Dates: 06/12/2019 through 06/12/2020

Dear Roger Gaul:

As you are aware, a company desiring to participate in the State of Ohio procurement process must demonstrate to this Office that the company has complied with all applicable federal and state affirmative action programs for at least the last year.

After careful review of the affirmative action documentation you provided to this office, the Equal Opportunity Division of the Ohio Department of Administrative Services has determined that Meigs County General Health District satisfactorily meets the requirements set forth in Section 125.111(B) of the Ohio Revised Code as is required for participation in the State of Ohio procurement process. This letter shall serve as the State's official certification to this effect.

Please note that the Equal Opportunity Division may conduct an audit of the Meigs County General Health District affirmative action program to determine the company's continued compliance with Section 125.111 of the Ohio Revised Code.

As the Affirmative Action Program Verification indicates, the State of Ohio values diversity among its business partners and their employees, and hopes to see them grow and prosper. Consequently, we are delighted to be able to assist your company by approving your affirmative action program efforts. If you need any assistance or have questions about the Affirmative Action Program Verification, its objectives or its operation, please contact the Equal Opportunity Division's Construction Compliance Unit at 614.466.8380

Sincerely,

Eric M. Seabrook
Deputy Director
State EEO Coordinator

Equal Opportunity Division
4200 Surface Road
Columbus, Ohio 43228

614-466-8380 | Phone
614-728-5628 | FAX
das.eod@das.ohio.gov | email:

das.ohio.gov

The State of Ohio is an equal opportunity employer

**State of Ohio
Affirmative Action Program**

<p>The purpose of the Affirmative Action sample is to provide an acceptable program which addresses employment and the effective utilization of economically disadvantaged persons. This program is not to impose numerical minimums or standards, however, adopting this program demonstrates a good faith effort to improve the equality of all citizens of the State of Ohio.</p>
<p>EEO Recruitment Strategies</p>
<p>Strategy: Meigs County General Health District will make a good faith effort to recruit a diverse group of employees and provide equal opportunity for minorities, women and disabled persons to become competitive in state contracting opportunities. Meigs County General Health District will advertise positions in media outlets that will provide information and access to the underserved populations.</p>
<p>EEO Selection Strategies</p>
<p>Strategy: Meigs County General Health District will utilize procedures, processes and techniques that are fair and do not have an adverse impact on minorities, women or disabled persons. Perspective employees will not be excluded from the hiring process due to race, color, religion, sex (including sexual harassment), national origin, disability, age (40 years old or more), military status, and veteran status.</p>
<p>EEO Placement/Orientation</p>
<p>Strategy: Meigs County General Health District will provide newly hired employees with basic employment information during the first couple weeks on the job. New employee position descriptions, fringe benefits information, policies, procedures, and EEO are a few of the topics, which should be covered. Employees will not be denied fringe benefits and or opportunities for promotion based on race, color, religion, sex, national origin, disability, age (40 years old or more), military status and veteran status.</p>
<p>EEO Performance Evaluation</p>
<p>Strategy: Meigs County General Health District will evaluate the performance of their employees on an annual basis. It should provide the necessary supervisory feedback to identify areas to be improved as well as to reinforce those activities that meet or exceed standards. Performance appraisal will be evaluated without regard to race, color, religion, sex, national origin, disability, age (40 years old or more), military status and veteran status.</p>
<p>EEO Training Strategies</p>
<p>Strategy: Meigs County General Health District will attempt to diversify workforce by utilizing training and apprenticeship programs with diverse participants. Training and apprenticeship programs can increase the number of qualified minorities, women, disabled persons and veterans available for job placement.</p>
<p>EEO Discipline Strategies</p>
<p>Strategy: Meigs County General Health District will set clear disciplinary standards and warn of consequences for non-compliance. Discipline will be designed to rehabilitate employees who choose to correct their behavior as well as justify the termination of those who do not. The employer will not mistreat or unfairly discipline an employee based on race, color, religion, sex, national origin, disability, age (40 years old or more), military status and veteran status.</p>
<p>EEO Separation Strategies/Exit Interviews</p>
<p>Strategy: Meigs County General Health District will conduct exit interviews as a problem-solving tool in an attempt to reveal employee turnover. Exit interviews can provide the organization with information about how to correct the causes of discontent and reduce the costly problem of employee turnover.</p>
<p>EEO Monitoring Strategies</p>
<p>Strategy: Meigs County General Health District will ensure Human Resources managers and supervisors understand this plan and hold managers and supervisors accountable for the effective of this plan.</p>

Minority Business Enterprise Solicitation Strategies

Strategy: Meigs County General Health District will make a good faith effort to solicit business from certified minority owned businesses (MBE). Meigs County General Health District will utilize the State of Ohio, Equal Opportunity Division's webpage to access certified MBEs. <http://das.ohio.gov/Eod/MBESearch/index.asp>