



## Ohio Administrative Code Rule 117-14-01 Fiscal officer training requirements.

Effective: July 16, 2021

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The auditor of state, pursuant to sections 507.12 and 733.81 of the Revised Code, herein establishes a rule governing the initial training and continuing education of city, township, and village fiscal officers. As used in this chapter, "village fiscal officer" means village fiscal officer, village clerk, and village clerk-treasurer.

(A) A township fiscal officer, who has been appointed to fill a vacancy, shall complete initial education programs in compliance with division (C)(3) of section 507.12 of the Revised Code, and a city or village fiscal officer, who has been appointed to fill a vacancy, shall complete initial education programs in compliance with division (D)(3) of section 733.81 of the Revised Code. The initial education requirements, as designated by the auditor of state, are proportionally equivalent, based on time remaining in the vacated office, to the requirements for a newly elected fiscal officer.

(1) A city, township, or village fiscal officer, who has been appointed to fill a vacancy, shall complete initial education courses pursuant to the following requirements:

Fiscal officer appointed within:

First six months of term - six hours

Second six months of term - five hours

Third six months of term - four hours

Fourth six months of term - three hours

Fifth six months of term - two hours

Sixth six months of term - one hour



Seventh six months of term - one hour

Eighth six months of term - one hour

(2) The appointed city, township, or village fiscal officer shall complete the initial education requirement:

(a) Within the first year in office if the time remaining in the vacated term is two years or more,

(b) Within the first six months in office if the time remaining in the vacated term is more than one year, but less than two years, or

(c) Within the first three months in office if the time remaining in the vacated term is less than one year.

(B) In addition to the initial education programs, a township fiscal officer who has been appointed to fill a vacancy shall complete continuing education programs pursuant to division (C)(3) of section 507.12 of the Revised Code, and a city or village fiscal officer who has been appointed to fill a vacancy shall complete continuing education programs pursuant to division (D)(3) of section 733.81 of the Revised Code. The continuing education requirements, as designated by the auditor of state, are proportionally equivalent, based on time remaining in the vacated office, to the requirements for a newly elected fiscal officer.

(1) A city, township, or village fiscal officer, who has been appointed to fill a vacancy, shall complete continuing education courses in accordance with the following requirements:

Fiscal officer appointed within:

First six months of term - eighteen hours

Second six months of term - sixteen hours



Third six months of term - fourteen hours

Fourth six months of term - twelve hours

Fifth six months of term - ten hours

Sixth six months of term - eight hours

Seventh six months of term - six hours

Eighth six months of term - four hours

(C) For the purposes of this chapter, a nonelected municipal fiscal officer, who has been hired to fill such a position, shall have a term equivalent to that of an elected township fiscal officer, whose term is governed by section 507.01 of the Revised Code. Thus, a nonelected municipal fiscal officers term shall be four years, and such term shall begin on the first day of April in 2016. All subsequent such terms shall begin on the first day of April quadrennially thereafter.