

Clear Creek Farm

Community Engagement Procedures

Effective Date 6/1/2015

Information to give out to individual having a community concern or other pertinent information:

- **CCF Administrative Office Phone: (937) 498-9445**
- **CCF Administrative Office Address: 1900 S. Kuther Rd., Sidney, OH 45365**
- **CCF Admin. Office E-mail: clear.creek.farm@clearcreekfarm.org**
- **CCF Contact: Chad Gessler (Executive Director)**

Upon request, any individual with a community concern or other pertinent information will be immediately directed to Clear Creek Farm's Executive Director. The Executive Director will be responsible for responding to all community concerns or other pertinent information within 10 business days.

Individuals wishing to provide information in regards to a community concern are directed to contact Clear Creek Farm administration at the phone number or email address provided. Clear Creek Farm will fully cooperate with any law enforcement investigation as directed by local or federal law enforcement agencies.

In the event the Executive Director is not available to respond to a community concern or other pertinent information, the Clear Creek Farm Board Chairman will be responsible for responding or delegating his authority to another in order to address a community concern.