

**RESOLUTION DESIGNATING AND APPOINTING CATHERINE BISHOP, D.O., AS THE ACTING CORONER OF ASHTABULA COUNTY, OHIO, TO PERFORM THE DUTIES OF SAID OFFICE UPON THE RETIREMENT OF DR. PAMELA L. LANCASTER, D.O., ASHTABULA COUNTY CORONER (OHIO REVISED CODE SECTION 305.02)**

WHEREAS, the Honorable Pamela L. Lancaster, D.O. has submitted her notice of retirement as the duly elected Coroner of Ashtabula County, Ohio, effective at **11:59 o'clock p.m. on Friday, August 1, 2025**; and

WHEREAS, Section 305.02 of the Ohio Revised code, titled "Vacancy in County Offices Filled by Election or Appointment", provides that vacancies occurring in a number of county elected positions, including the position of Coroner, are to be filled by appointment by the county central committee of the party of the incumbent office-holder which committee is to meet for the purposes of selecting a successor not less than five nor more than forty-five days after the vacancy occurs; and

WHEREAS, Section 305.02(D) of the Ohio Revised code empowers the Board of Ashtabula County Commissioners to appoint a person qualified under Ohio Revised Code Chapter 313 and other pertinent provisions of law to hold the office of Coroner of Ashtabula County, Ohio as the acting Coroner of Ashtabula County, Ohio, and to perform the duties of said office between the occurrence of said vacancy and the time when a successor Coroner of Ashtabula County, Ohio is appointed by the Ashtabula County Republican Central Committee; and

WHEREAS, Catherine Bishop, D.O. is a person who is eligible and qualified under Ohio Revised Code Chapter 313 and other pertinent provisions of law to hold the office of Coroner of Ashtabula County, Ohio and serve in the capacity of Coroner of Ashtabula County, Ohio; now

THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Ashtabula County, Ohio, acting pursuant to Section 305.02(D) of the Ohio Revised Code, that Catherine Bishop, D.O. is hereby named, designated, and appointed as the acting Coroner of Ashtabula County, Ohio, and will perform the duties of said office upon the retirement of Dr. Pamela L. Lancaster D.O.; effective as of **12:00 o'clock a.m. on Saturday, August 2, 2025**, and shall hold office until such time as a successor is elected and qualified.

BE IT FURTHER RESOLVED, that the Clerk of the Board of Commissioners of Ashtabula County, Ohio, is directed to immediately certify copies of this Resolution to the Board of Elections of Ashtabula County, Ohio, and to the Ohio Secretary of State, pursuant to Section 305.02(C), of the Ohio Revised Code.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2025-329**

**July 29, 2025**

**RESOLUTION DESIGNATING AND APPOINTING CATHERINE BISHOP, D.O., AS THE ACTING CORONER OF ASHTABULA COUNTY, OHIO, TO PERFORM THE DUTIES OF SAID OFFICE UPON THE RETIREMENT OF DR. PAMELA L. LANCASTER, D.O., ASHTABULA COUNTY CORONER (OHIO REVISED CODE SECTION 305.02)**

**Upon the motion of Casey R. Kozlowski, seconded by J.P. Ducro IV.**

**VOTE:**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**

**Kathryn L. Whittington**

**Absent**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

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*Crystal Sturgill*  
Crystal Sturgill, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio

*Acting*

**ASHTABULA COUNTY  
COMMISSIONERS  
J. P. Ducro IV  
Casey R. Kozlowski  
Kathryn L. Whittington**



**25 W. Jefferson St.  
Jefferson, OH 44047-1092  
Phone: (440) 576-3750  
Fax: (440) 576-2344  
commissioners@ashtabulacounty.us**

**To:** Scott Yamamoto Ashtabula County Auditor  
Dr. Catherine Bishop, Acting Coroner for Ashtabula County

**From:** Lisa Hawkins, Clerk of the Board

**Re:** Oath of Office and Bond- Acting Coroner

**Date:** July 30, 2025

In accordance with ORC 313.03, the Bond and Oath of Office for the Ashtabula County Coroner is to be kept on file in the office of the Ashtabula County Auditor.

On July 28, 2025 by Resolution No. 2025-329 the Board of Commissioners adopted a resolution designating and appointing Dr. Catherine Bishop as Acting Coroner for Ashtabula County.

On December 3, 2019 by Resolution No. 2019-399, the Board of Commissioners allowed the use of an Employee Dishonesty and Faithful Performance of Duty Policy instead of individual surety bonds for officers, employees and appointees who are otherwise required by law to give bond before entering upon the discharge of duties.

Attached please see the original Oath of Office and current Certificate of Coverage that encompasses Acting Coroner Dr. Catherine Bishop to be kept on file in the office of the Ashtabula County Auditor.

If you have any questions, please let me know.





**CORSA**

**COPY**

**County Name: Ashtabula**

**Date Submitted: July 21, 2025**

**Schedule of Individuals  
Utilizing Employee Dishonesty Coverage in lieu of a Surety Bond 2025**

<i>Name</i>	<i>Position/Office</i>	<i>Term</i>
1. Catherine Bishop	Acting Coroner	August 2, 2025 until succeeded by Appointed party candidate
2 April Grabman	County Prosecutor	January 6, 2025 to January 5, 2029
3 Dr. Pamela Lancaster	Coroner	January 6, 2025 to August 1, 2025
4 Angie Maki-Cliff	Treasurer	September 6, 2021 to August 31, 2025
**elected November, 2024 to serve 4 more years		September 1, 2025 to September 2, 2029
5 William Niemi	Sheriff	January 6, 2025 to January 5, 2029
6 April Mariotti	Clerk of Courts	January 6, 2025 to January 5, 2029
7 Timothy Martin	Engineer	January 6, 2025 to January 5, 2029
8 Albert Camplese	Juvenile/Probate Judge	January 4, 2021 to January 5, 2027
9 Barbara Schaab	Recorder	January 6, 2025 to January 5, 2029
10 Kathryn Whittington	Commissioner	January 3, 2025 to January 2, 2029
11 J. P. Ducro IV	Commissioner	January 2, 2025 to January 1, 2029
12 Casey Kozlowski	Commissioner	January 1, 2023 to December 31, 2026
13. Scott Yamamoto	Acting Auditor	January 1, 2025 to March 7, 2027

## CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE AGREEMENT BELOW

Agency Acrisure Great Lakes Partners Insurance Services, LLC 223 West Grand River Avenue #1 Howell, MI, 48843	April 4, 2025 <div style="float: right; font-size: 2em; color: blue; opacity: 0.5;">COPY</div>
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COVERED MEMBER Ashtabula County Board of Commissioners 25 W. Jefferson St. Jefferson, OH 44047	COVERAGE TO MEMBER PROVIDED BY AGREEMENT WITH: <p style="text-align: center;">                     COUNTY RISK SHARING AUTHORITY                      209 EAST STATE STREET                      COLUMBUS OHIO 43215                 </p> JOINT SELF INSURANCE POOL FORMED UNDER OHIO REVISED CODE CHAPTER # 2744
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**COVERAGES:**  
 THIS IS TO CERTIFY THAT THE AGREEMENT WHICH PUT COVERAGE IN EFFECT AS LISTED BELOW HAS BEEN ISSUED TO THE POOL MEMBER NAMED ABOVE FOR THE TIME PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE PROTECTION AFFORDED BY THE COVERAGE AGREEMENT DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENT.

TYPE OF COVERAGE	MEMBER NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMIT
GENERAL LIABILITY INCLUDING ERRORS AND OMISSIONS LIABILITY	0130	5/1/2025	5/1/2026	\$1,000,000 occurrence
AUTO LIABILITY INCLUDING OWNED, NON-OWNED, HIRED AUTOMOBILES	0130	5/1/2025	5/1/2026	\$1,000,000
PROPERTY INCLUDING ALL REAL AND PERSONAL PROPERTY, AUTOMOBILES, AND EQUIPMENT	0130	5/1/2025	5/1/2026	Per Schedules on File Deductible \$5,000

<b>OTHER</b>				
EXCESS LIABILITY	0130	5/1/2025	5/1/2026	\$4,000,000
EXCESS LIABILITY II	0130	5/1/2025		\$6,000,000
CRIME EMPLOYEE DISHONESTY/FAITHFUL PERFORMANCE	0130	5/1/2025	5/1/2026	\$1,000,000

**DESCRIPTION OF OPERATIONS\LOCATIONS\VEHICLES\SPECIAL ITEMS**

The Certificate Holder(s) is included as an Employee under Section V. Crime Coverage Agreements, I. Employee Dishonesty/Faithful Performance as per Resolution 2019-33 adopted December 3, 2019.

<b>CERTIFICATE HOLDER</b> Individuals named in the most recent schedule on file as provided by Ashtabula County Board of Commissioners	<b>CANCELLATION:</b> SHOULD THE ABOVE DESCRIBED COVERAGE AGREEMENT BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING POOL WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE ISSUING POOL, OR ITS REPRESENTATIVES.
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AUTHORIZED REPRESENTATIVE

RECEIVED

JUL 11 2025

ASHTABULA COUNTY BOARD  
OF COMMISSIONERS

07/11/2025

Dear Ashtabula County Commissioners,

Kathryn Whittington  
JD Ducro  
Casey Kostowski

I have decided to retire from the position of County Coroner effective August 1, 2025.  
Thank you all for your support over these many years.

Sincerely,

A handwritten signature in cursive script, appearing to read "Pamela L. Lancaster".

Pamela L. Lancaster, DO