*Quick Reference Sheet – Getting Acquainted*

**What’s the mission of the Safety Net Alliance of Clermont County?**

To increase the efficiency and effectiveness of emergency services provided to Clermont County low-income families through collaboration.

**How do partner agencies collaborate?**

One communication tool is the web portal located at <http://www.ccsafetynet.org/>. The web portal has a variety of capabilities for communication.

**How can I use the web portal?**

Once a partner agency has been added to the portal, contacts are then added to represent that organization. Contacts can be granted system access and get a login name and password as either an Agency User or an Agency Admin.

**What’s the difference between an Agency User and an Agency Admin?**

A User has a more basic role, and can control only the content that he or she personally posted. An Admin can edit information from across his/her organization. The abilities of both of these roles are listed in the Web Portal Training Guide.

**Are there responsibilities for Admins and Users?**

The most important responsibility is simply: keep the information for you and your agency up-to-date. Each partner agency is depended upon to build this web portal with accuracy; most content is created by users like you!

**How can I interact with other members on the site?**

There are a variety of communication modes available. A great way to reach out with time sensitive issues is by posting an Alert, which sends an email to all current members. There’s also the News feature, for relevant and perhaps lengthier articles. The Discussion Board is ideal for public dialogue on a particular topic.

**Who should I contact with questions about the web portal?**

The current Super Admins of the site are Brandon Little [brandon@lbcohio.com](mailto:brandon@lbcohio.com) Ruchi Bawa [ruchibawa@hotmail.com](mailto:ruchibawa@hotmail.com) and Lindsey Ein [Lindsey@interparish.org](mailto:Lindsey@interparish.org).

**Thank you for coming to today’s training!**



MY LOGIN NAME:

MY PASSWORD:

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