

Commonly Used Acronyms

Administrative Systems

GIS - Geographic Information Systems

IT (or IS) - Information Technology (Information Systems)

VOIP - Voice over Internet Protocol - a shorthand to reference the City's internal phone system vs. copper analog phone lines

EOC - Emergency Operations Center

MARCS - Multi-Agency Radio Communications System

LGIF - Local Government Innovation Fund

MVCC - Miami Valley Communications Council

MVECA - Miami Valley Educational Computer Association

IFN - Independents Fiber Network

ACA - Accela Citizen Access (aka Access Kettering)

CAD/RMS - Computer Aided Dispatching/Records Management System

MDT - Mobile Data Terminal

LEADS - Law Enforcement Automated Data System

PRI - Primary Rate Interface - a type of digital phone service

SIP - Session Initiation Protocol - also a type of digital phone service

OARNET - Ohio Academic Research Network

SAN - Storage Area Network

Economic Development

ED/GE - Economic Development Government Equity - County Grant Program

DDC - Dayton Development Coalition

MVRP - Miami Valley Research Park

ESID - Energy Special Improvement District

PDAC - Priority Development & Advocacy Committee

KBP - Kettering Business Park

KMO - Kettering Moraine Oakwood Chamber of Commerce

OEDA - Ohio Economic Development Association

KIP - Kettering Incentive Program

Engineering Department

ADA – Americans With Disabilities Act

ADT – Average Daily Traffic

CIP – Capital Improvement Program

CMAQ – Congestion Mitigation / Air Quality

FAST Act – Fixing America’s Surface Transportation Act

HPS – High Pressure Sodium

KBP – Kettering Business Park

LED – Light Emitting Diode

MVRP – Miami Valley Research Park

MAP-21 Funds - The Moving Ahead for Progress in the 21st Century Act

MVRPC – Miami Valley Regional Planning Commission

ODOT – Ohio Department of Transportation

OPWC – Ohio Public Works Commission

SAFETEA-LU - The Safe, Accountable, Flexible, Efficient Transportation Equity Act

STP – Surface Transportation Program

TA – Transportation Alternatives

Finance Department

A/P – accounts payable

ACFR – Comprehensive Annual Financial Report, also Combined Annual Financial Report

CIP – Capital Improvement Program or Plan

ED/GE – revenue sharing program with participation from a number of communities in Montgomery County where money is contributed to the ED/GE fund based on a formula and money is distributed from the fund for economic development projects after an application is made and then reviewed and approved by a board of local officials

FTE – full time equivalent position is a part time position converted to the decimal equivalent of a full time position based on 2,080 hours per year (ie; part time position working 20 hours per week would equal a 0.5 FTE)

GAAP – Generally Accepted Accounting Principles are uniform minimum standards for financial accounting and recording encompassing the conventions, rules, and procedures that define accepted accounting principles

GF – General Fund is the City’s primary fund used to account for all financial resources except those required to be accounted for in another fund

GFOA – Government Finance Officers’ Association of the United States and Canada is a professional association representing public finance officials of more than 19,000 members. Its mission is to promote excellence in state and local government financial management through many different means including Best Practices recommending specific policies and procedures for improved financial management of public funds. GFOA also sponsors the Award for Excellence in Financial Reporting (ACFR Award) and the Distinguished Budget Presentation Award, both which the City has received for 35 and 32 years respectively

GO Bonds – General Obligation Bonds are debt instruments issued by the City where the full faith and credit of the City are pledged

HUD – The United States Department of Housing and Urban Development

KBP – Kettering Business Park, former Gentile Air Station

MVRMA – Miami Valley Risk Management Association is the property, casualty and liability insurance pool of which Kettering is one of twenty municipality members

ODAS – Ohio Department of Administrative Services is a State cooperative purchasing program

ODOD -- Ohio Department of Development

PRCA - Parks, Recreation and Cultural Arts

SWOP4G – cooperative purchasing group of more than eighty local government agencies in southwest Ohio area

Fire Department

CAD - Computer Aided Dispatch

RMS - Report Management System

ER - Emergency Response

Non-ER - Non-Emergency Response

AMARS - Automatic Mutual Aid Response System

BLS - Basic Life Support

ALS - Advanced Life Support

NFPA - National Fire Protection Association

EMT - Emergency Medical Technician

EMT-P - Paramedic

GDAHA - Greater Dayton Area Hospital Association

HIPAA - Health Insurance Portability and Accountability Act

Human Resource Department

ACA - Affordable Care Act

AD&D - Accidental Death & Dismemberment

ADA - Americans with Disabilities Act

ADEA - Age Discrimination in Employment Act of 1967

AFSCME - American Federation of State, County and Municipal Employees

ALCV - Administrative Leave for COVID-19 Related Reasons

ATB - Across the Boards

BLS - Bureau of Labor Statistics

BWC - Bureau of Workers' Compensation

CBA - Collective Bargaining Agreement

COB - Coordination of Benefits

COBRA - Consolidated Omnibus Reconciliation Act (extension of coverage)

COLA - Cost of Living Adjustment

DOL - United States Department of Labor

EE - Employee

EEO - Equal Employment Opportunity

EEOC - Equal Employment Opportunity Commission

EIN - Employee Identification Number

EPSL-Emergency Paid Sick Leave (under FFCRA)

ER - Employer

ERISA – Employee Retirement Income Security Act

FCRA – Fair Credit Reporting Act

FFCRA-Families First Coronavirus Response Act

FLSA – Fair Labor Standards Act

FMLA – Family and Medical Leave Act

FOP – Fraternal Order of Police

FOP/OLC – Fraternal Order of Police/Ohio Labor Council

FSA – Flexible Spending Account

FT – Full Time
FTE – Full Time Equivalent
GINA – Genetic Information Nondiscrimination Act of 2008
HDHP – High Deductible Health Plan
HIPPA – Health Insurance Portability and Accountability Act of 1996
HRA – Health Reimbursement Account
HSA – Health Savings Account
IAFF – International Association of Firefighters
IC – Industrial Commission
JD – Job Description
MCO – Managed Care Organization
MOOP – Maximum Out of Pocket
NLRB – National Labor Relations Board
NPELRA – National Public Employer Labor Relations Association
OCRC – Ohio Civil Rights Commission
OE – Open Enrollment for Benefits
OHPELRA – Ohio Public Employer Labor Relations Association
OOP – Out of Pocket
OPERS – Ohio Public Employees Retirement System
OP&F – Ohio Police & Fire Pension System
OSHA – Occupational Safety and Health Administration
PCP – Primary Care Physician
PERRP – Public Employees Risk Reduction Program
PPACA – Patient Protection and Affordable Care Act
PPO – Preferred Provider Organization
PTFF – Part Time Firefighter
RPT – Regular Part Time
SERB – Ohio State Employment Relations Board
SHRM – Society for Human Resource Management
TAWP-Temporary Adaptive Work Policy (For COVID reasons)
TPA – Third Party Administrator

TPT – Temporary Part Time

UHC – United Healthcare

USERRA – Uniformed Services Employment and Reemployment Rights Act of 1994

VACC-Leave for COVID vaccinations VHE-Variable Hour Employee

Planning and Development Department

ADA - Americans with Disabilities Act (Community Development)

AI - Analysis of Impediments (Community Development)

BZA - Board of Zoning Appeals (Planning)

CAP - Community Action Partnership (Community Development)

CDBG - Community Development Block Grant Program (Community Development)

CoC - Continuum of Care approach to assistance to the homeless (Community Development)

CPD - Community Planning & Development (Community Development)

CRA - Community Reinvestment Act (Community Development)

EPA - U.S. Environmental Protection Agency (Planning)

FEMA - Federal Emergency Management Association (Planning)

FOIA - Freedom of Information Act (All Planning Departments)

GDPM - Greater Dayton Premier Management (Community Development)

GIS - Geographical Information Systems (Planning)

HAB - Housing Advisory Board (Community Development)

HOC - Home Ownership Center (Community Development)

HOME - Home Investment Partnership Program (Community Development)

HUD - US Department of Housing and Urban Development (Community Development)

HQS - Housing Quality Standards (Community Development)

IDA - Individual Development Account (Community Development)

IDIS - Integrated Disbursement and Information System (Community Development)

LEED - Leadership in Energy and Environmental Design (Planning)

LIHTC - Low-Income Housing Tax Credit (Community Development)

LN - Legal Notice (Property Maintenance)

MOU - Memorandum of Understanding (Community Development)

MSA - Metropolitan Statistical Area (Community Development)

MVHO - Miami Valley Housing Opportunities (Community Development)
MVIO - Miami Valley In-Ovations Inc. (Community Development)
MVFHC - Miami Valley Fair Housing Council (Community Development)
MVRPC - Miami Valley Regional Planning Commission (Planning)
NEPA - National Environmental Protection Act (Planning)
NHS - NHS of Hamilton (Community Development)
NOFA - Notice of Funding Availability (Community Development)
NOV - Notice of Violation (Property Maintenance)
NSP - Neighborhood Stabilization Program (Community Development)
OBC - Ohio Building Code (Building)
OHFA - Ohio Housing Finance Agency (Community Development)
P&D - Planning & Development Department (Planning)
PC - Planning Commission (Planning)
PJ - Participating Jurisdiction (Community Development)
RCO - Residential Code of Ohio (Building)
REO - Real Estate Owned (Community Development)
SECTION 8 - Housing Assistance Payment Program (Community Development)
SHPO - State Historic Preservation Organization (Community Development)
SNAP - Supplemental Assistance for Needy Families (Community Development)
SRO - Single Room Occupancy (Community Development)
VASH - Veterans Affairs Supportive Housing (Community Development)
VOUCHER - Section 8 Housing Choice Voucher Program (Community Development)

Kettering Police Department Acronyms

B&E - Breaking & Entering
BOLO - Be On the Look Out
CFS - Calls for Service
CPA - Citizen Police Academy
FLSA - Fair Labor Standards Act
FOP - Fraternal Order of Police

FTO - Field Training Officer
IA - Internal Affairs
K-9 - Canine
KLA - Kettering Leadership Academy
KPD - Kettering Police Department
KPF - Kettering Police Foundation
KSSP - Kettering Safe Senior Program
LEADS - Law Enforcement Automated Data System
MCSSO - Montgomery County Sheriff's Office
OLC - Ohio Labor Council
OVI - Operating a Vehicle Impaired
OT - Overtime
PIO - Public Information Officer
SRO - School Resource Officer
SWAT - Special Weapons and Tactics
TPO - Temporary Protection Order

Public Service Department

SWOP4G - Southwest Ohio Purchasers for Government