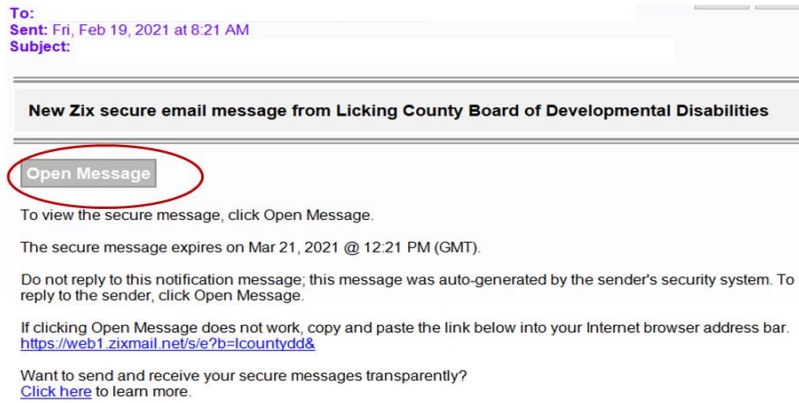


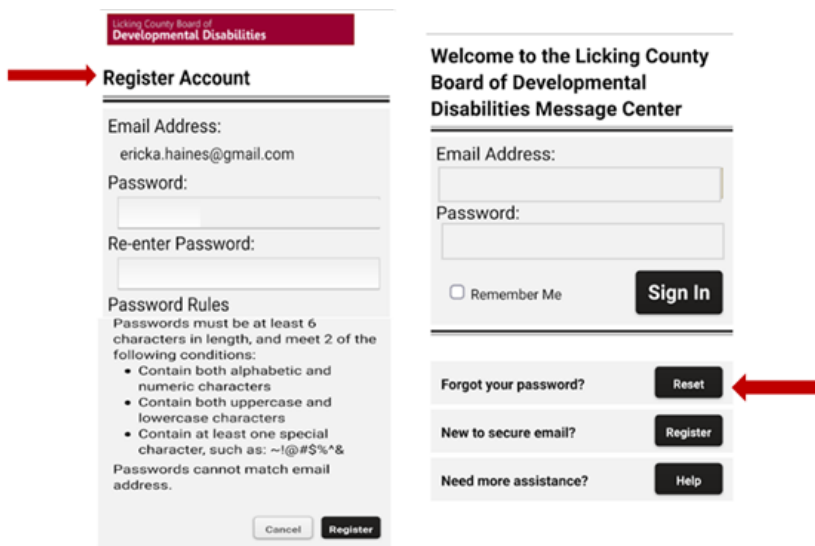
LICKING COUNTY
— Board of —
DEVELOPMENTAL DISABILITIES

Using our secure email portal Zix

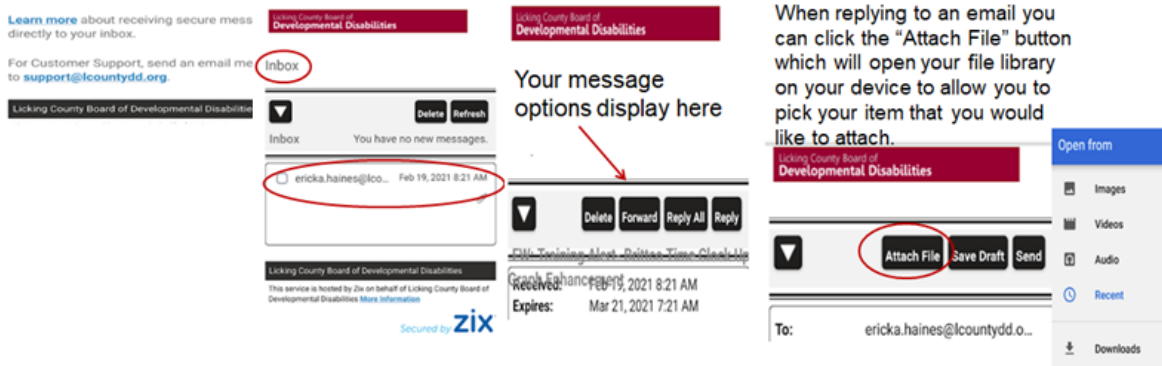
You will receive an email notifying you that you have received a secure message from LCBDD and you will want to click the “Open Message” button



If you have not registered for an account, you will be asked to register by creating a password. If you have registered then you will want to sign in. Forgot your password? There is a “Reset” button that will help reset your password.



Once you have signed in, you will see your message in your inbox where you can access the message, reply to the message, attach files, and complete other actions as you would with any other personal email account.



Created: 2/19/2021