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This department creates, designs and disseminates informational and promotional materials for public consumption. From brochures, logo design, self-mailers, promotional items, newsletters, administrative forms, press releases to PowerPoint presentations, the Communications Department is the information arm of the Executive's Office. The department also maintains the county government Website. The Website has grown in both content and form. The Department manages public records request, social media and internal communications.

The Department of Communications has designed and implemented several outreach programs that benefit the citizens of Summit County. The newest outreach effort is "Government at Your Service," a community service fair where all county offices and their representatives showcase their programs and register citizens for assistance, reductions in taxes and many other county programs.

As the public information coordinator of all county elected offices, this department coordinates annual activities that benefit such service organizations as Harvest for Hunger, United Way and the Red Cross and an SOS Program for County employee's relatives who serve in the Armed Forces.

As one of the lead agencies on Summit for Kids, the Communications Department is responsible for the Summit for Kids Breakfast and the In-kind sponsors and all media associated with this highly successful community event. The Executive's Office also serves on the Task Force of the early childhood initiative, First Things First and is active on the Summit for Kids Month committee.