

## COMMISSIONERS' WORKSHOP MEETING

July 3, 2013

The Cumberland County Board of Commissioners met on Wednesday, July 3, 2013, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barb Cross, Jim Hertzler and Gary Eichelberger; Joanne Burkhart, Acting Chief Clerk; Heather Ilgenfritz, Acting Deputy Chief Clerk; Al Whitcomb, Controller; Ed Schorpp, Solicitor; Janet Walter, Paralegal; Dana Best, Finance; Ron Snow, Finance; Mark Adams, IMTO; Lynn Grew, Controller's Office; Stephanie Williams, Planning; Kirk Stoner, Planning; John Brosious, Cumberland County Planning Commission; Jack Carroll, Drug & Alcohol; Linda McCulloch, MH/IDD; Mick Burkett, Human Resources; Ted Wise, Public Safety; Lisa Reider, Children & Youth Services; Melissa Calvanelli, Court Administrator's Office; Rebecca Yearick, Donna Maurice, Kate Molinaro, Cumberland County Housing and Redevelopment Authority; Scott Sowers, CNRC; Earl Reitz, Prison; Dean Kaplan, Public Financial Management; Gordon Mann, Public Financial Management; Charles Hall, Coroner; Wendy Sheaffer, Aging; Steve Marroni, The Patriot News; Christen Croley, The Sentinel.

Joanne Burkhart, Acting Chief Clerk, called the Workshop Meeting to order and led the Pledge of Allegiance to the Flag.

Joanne Burkhart, Acting Chief Clerk, asked if there was any public comment. There was none.

There was a brief summary provided of the following Contracts & Grants for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' meeting on Monday, July 8, 2013.

Jack Carroll discussed the Drug & Alcohol Agreements:

- Center for Behavioral Health, dba Discovery House – *no changes*
- FY 2013-2014 Inpatient Agreement with Eagleville Hospital, detox services– *no changes*
- Adler Health Services, out-patient services for needle users – *no changes*
- PCCD Grant Award – Cumberland County System Improvement Project - *help fund the Courtroom Technology - \$66,667.*

Wendy Sheaffer discussed the Aging Agreements:

- Guberman Companies, Inc. dba Comfort Keepers
- Movement Arts Institute, Inc.
- On-Line Publishers, Inc.
- VNA Private Duty, Inc.
- MareKare, LLC dba In Your Home Care, Inc.
- Heritage In Home Care Services, Inc.
- Angels on Call, Ltd
- The Arc of Cumberland & Perry Counties
- Addus HealthCare, Inc.
- UCP Central PA, Inc.
- ALMA Health, LLC dba MedStaffers
- Safe Haven Quality Care, LLC
- Susquehanna Seniors, LLA dba Senior Helpers
- Messiah Lifeways Community Support Services, Non-Profit
- Christian Life Assembly Food Bank
- King's Kettle Food Bank
- Mt. Holly Springs Church of God Food Bank

- VNA of Central Pennsylvania, Inc.
- George P. Branscum, M.D.
- Christopher Royer, Psy.D.
- Lifeline Systems Company dba Philips LIFELINE, Inc.
- Carlisle Family YMCA - *\$3.00 Increase*
- Juli C. McGreevy

*All agreements are being renewed at the same rate with the exception of the YMCA.*

Linda McCulloch discussed the MH/IDD Agreements:

- AHEDD, Inc. – Addendum (IDD) - *Increase*
- Riverside Associates, PC – Addendum (IDD) - *Increase*
- Building Blocks Therapy, LLC – Addendum (EI) - *Increase*
- Kimberly Snowden, MS, CCC-SLP – Addendum (EI) - *Increase*
- Merle Crawford, MS, OTR/L – Addendum (EI) - *Increase*
- PinnacleHealth Hospitals, Infant Development Program – Addendum (EI) - *Increase*
- Stacy Foreman, MS, CCC-SLP – Addendum (EI) - *Increase*
- Keystone Service Systems, Inc. dba Keystone Human Svcs - Addendum (IDD) - *Increase*
- Valley Community Services, Inc. (IDD) – *New Contract for placement*

Lisa Reider discussed the Children & Youth Services Agreements: *No Increases*

- Community Services Group, Inc. – Chariots Program
- Alternative Behavior Consultants
- Diakon Lutheran Social Ministries
- Drug and Alcohol Rehabilitation Services, Inc.

Scott Sowers discussed the Claremont Nursing & Rehabilitation Center Agreements:

- CILS Incorporated - *\$3,000 decrease*
- Functional Pathways of Tenn, LLC – 5 Month Addendum – *decrease from 70% to 65%*
- PatientPoint – *Advertising \$3,200/yr.*
- On-Line Publishers, Inc. – *Resource Directory - \$225*
- Credit Application with Medline Industries, Inc. – *Decrease*

Ron Snow reviewed the Agreement with Huggins Actuarial Services, Inc.:

- *Contract Renewal – No Increase*

Joanne Burkhart discussed the Facilities Management Department Agreement with John Bogonis dba South End Properties:

- *Property owner at 3 East Hanover St. to share cost for dumpster service at \$65/month.*

Kirk Stoner discussed the Pennsylvania Department of Transportation Engineering Agreement between Cumberland County and Herbert, Rowland & Grubic, Inc. (HRG):

- *Final Administrative process for Orrs Bridge*

Donna Maurice discussed the Housing and Redevelopment Authority's Submission of an Emergency Solutions Grant Application to the Pennsylvania Department of Community & Economic Development (DCED):

- *For Safe Harbor Emergency Shelter and Rapid Re-housing Program*

Earl Reitz discussed the Prison Contract Renewal with Swanson Services:

- *1 year Extension – Same Terms*

Joanne Burkhart, Acting Chief Clerk requested a change to the order of the Agenda to move number 7- Review of Coroner's Semi-Annual Report and number 8 - Capital Project Request for Vehicle Purchase.

Charles Hall gave a brief summary of the Coroner's Semi-Annual Report: (See Attached)

Charles Hall discussed the Coroner's Capital Project Request for the Purchase of a New Vehicle. The ambulance used for transporting to Allentown has over 200,000 miles and has had high costs for repairs, but will be used as long as possible. Currently, there are a total of four vehicles for transporting bodies. Transports to Allentown are typically on a weekly basis and the vehicle is also used for transporting large bodies. Mr. Hall is requesting consideration of the purchase of a new vehicle for transporting - \$49,185.07. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Dean Kaplan discussed the Final Scope of Work by PFM regarding Fiscal, Operational, and Mission Review: Mr. Kaplan gave an overview of the Mission Review process to address County financial keys issues over the long term. (see attached) The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Stephanie Williams discussed the Land Partnerships Grant Program: A Public Grant Review Committee Meeting was held to review all applications. A spreadsheet was provided to show Committee recommended allocations of the funds. (see attached) The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Kirk Stoner discussed the Appointment of the Cumberland County Bridge Engineer: The Review Committee evaluated the Bridge Engineer Proposals submitted for consideration and recommended HRG be retained as the County Bridge Engineer. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Stephanie Williams requested Authorization to Advertise a Request for Proposals for Conservation Planning Consultant Services, which will be funded by the Chesapeake Bay Grant and Clean & Green rollback funds. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Melissa Calvanelli requested Authorization to Advertise a Re-Bid for the Removal of an Existing Sound System and Purchase and Installation of a New Audiovisual System for Courtroom #1: *The Re-Bid has been revised to break into individual options.* The Commissioners will take action at the Board of Commissioners' Meeting on Monday, July 8<sup>th</sup>, 2013.

Solicitor Schorpp reported on the Bid Opening (see attached) for Pre-Employment Background Screening Services: *It is a 2 year contract with an option to renew for a 3<sup>rd</sup> year. Lowest Bidder was Castle Branch - \$51 per check. Highest Bidder was Pre-Employment - \$96.19 per check.*

Commissioner Cross requested a motion to acknowledge the receipt of the bids for the Pre-Employment Background Screening Services. Commissioner Eichelberger seconded the motion and it unanimously carried.

## Commissioners' Liaison Reports

Commissioner Cross reported on the following:

- The State Budget shows the Agricultural Preservation Program may have funds available. Also, the State Funding for Conservation District and Human Services Programs are still being considered.
- CCAP held a conference call to prepare for the Annual Conference.
- Military & Veteran Affairs Committee also had a conference call.
- The Resolutions Committee will meet at State College on Monday.

Commissioner Hertzler reported on the following:

- The Human Services Block Grant Expansion Program: The latest version of legislation allows for 10 additional Counties to participate. Independent Study will be completed to evaluate the Pilot Program.
- Regarding the County Commissioner's Advisory Board, the State Budget did approve a \$50 Million increase in funding Senior Services. A 3 month extension has been negotiated for the current location of the Shippensburg Senior Citizen Center, while still looking for a permanent home for the Senior Center.
- The Harrisburg Area Transportation Study Committee met June 21<sup>st</sup>. They are undergoing a 4 year Federal Recertification.
- The Executive Committee of the Tri-County Regional Planning Commission met last Thursday. Tri-County is moving forward with a Commuter Origin Destination Study to start in September.
- A conference call with CCAP, The Assessment of Taxation Committee. Support for Homeowner Property Tax Relief continues.

Commissioner Eichelberger reported on the following:

- The Capital Region COG is in the planning/visioning exercise to evaluate existing programs of their existing programs.
- Jonelle Darr, Director of the Library System, provided Webinar information regarding Public Sector Workplace ideas regarding improvements.
- Work Force Investment Board Local Elected Officials Committee met at Cumberland County Courthouse. Discussion included funding for workforce development and Self-Serve Kios as an informational hub. The By-Laws should be revised to include a Proxy to be appointed to the Committee.
- Recycling & Waste Department is working on renewing a contract for the Household Hazardous Waste Program.

Joanne Burkhart, Acting Chief Clerk reported that an Executive Session was held on Wednesday, June 26<sup>th</sup> at 1:00 p.m. regarding personnel issues.

Joanne Burkhart, Acting Chief Clerk, requested an Executive Session regarding personnel issues.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

Jennifer Crum  
Administrative Assistant