

COMMISSIONERS' WORKSHOP MEETING

JULY 17, 2014

The Cumberland County Board of Commissioners held a Workshop Meeting on Thursday, July 17, 2014, at 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler, Gary Eichelberger; Larry Thomas, Chief Clerk; Keith Brenneman, Solicitor; Roxanne Lehman, Solicitor's Office; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Heather Ilgenfritz, Commissioners' Office; Al Whitcomb, Mary Brokans, Controller's Office; Dana Best, Tammy Bender, Sherry Byers, Ron Snow, Finance Department; Holly Sherman, Human Resources; Jack Carroll, Drug & Alcohol; Silvia Herman, MH/IDD; Rebekah Finkey, CJ Planning & IP Programs; John Lopp Facilities Management; Ted Wise, Public Safety; Melissa Calvanelli, Court Administrator; Karen DeWoody, CNRC; Wendy Sheaffer, Aging & Community Services; Lisa Reider, Children & Youth Services; Kirk Stoner, Planning Department; Mark Adams; Adam Green, IMTO; Ben Laudermilch, Cumberland County Redevelopment Authority; Chuck Bear, Juvenile Probation Department; Frank Goshorn, Domestic Relations Office; Marijon Shearer, The Patriot News; Daniel Walmer, The Sentinel.

Call to Order: Chief Clerk, Larry Thomas, called the meeting to order and led the Pledge of Allegiance to the Flag.

Public Comment: Chief Clerk, Larry Thomas, asked if there was any public comment: There was none.

Government Finance Officers Association: The Commissioners presented the Government Finance Officers Association (GFOA) to the staff of the Finance Department (see attached award and press release).

Appointments of Right to Know Officers: There was discussion and request for action regarding the Appointment of a Right-To-Know Officer and Assistant Right-To-Know Officer. Commissioner Cross moved to approve the Appointments of Heather Ilgenfritz as Right-To-Know Officer and Jennifer Crum as Assistant Right-To-Know Officer. Commissioner Eichelberger seconded the motion and it unanimously carried.

Contracts/Grants: The following Contracts/Grants were reviewed. The Board of Commissioners is scheduled to take action on these items at their meeting scheduled for Monday, July 21, 2014.

- a. Karen DeWoody discussed the **Claremont Nursing & Rehabilitation Center** contract:
 - KCI – Reduced Pricing for Multiple Rentals – *A renewal and it is at the same rate.*
- b. Frank Goshorn discussed the **Domestic Relations Office** Addendum:
 - Addendum with Capital Business Systems – *A previously approved Addendum for the replacement of two copiers and three-year maintenance had an error in it and it must be corrected; no change in the price.*

Bridge Closures: Kirk Stoner discussed the notification of temporary closures of the Hertzler Bridge and Green Lane Farm Bridge for a one-day structural inspection (see attached Press Release).

Continuation of discussion regarding the Contracts/Grants:

- c. Jack Carroll discussed the **Agreements for the Drug and Alcohol Commission:**
 - Center for Behavioral Health – *no increase*
 - Penn Foundation for Mental Health, Inc. – *no increase*

- Gaudenzia, Inc. – 2014-15 Inpatient – *no increase*
- Gaudenzia, Inc. – 2014-15 Outpatient – *no increase*
- Treatment Trends – *A slight increase; in-patient service is set by a State-wide rate setting process.*

d. Silvia Herman discussed the following FY 2014-15 **Agreements for MH/IDD:**

- FY 2014-15 Early Intervention Agreements
- Advanta Therapy LLC
- Amy Hempt, ME, CCC-SLP
- Aspirations LLC
- Building Blocks Therapy LLC
- Invo HealthCare Associates LLC
- Jena Vander Velden, MSPT
- Jennifer Synder, MPT
- Joanne Peters, MS, OTR/L
- Keystone Service Systems Inc. DBA Keystone Children and Family Services
- Kimberly Snowden, MS, CCC-SLP
- Leanne Broadbent, MS, CCC-SLP
- Merle J. Crawford, MS, OTR/L, LLC
- Amendment to Agreement with Merle J. Crawford, MS, OTR/L, LLC – *An Amendment to the original agreement; no rate change.*
- Nicole Custer, OTR/L
- Patricia Acker-Bailey, MS, CCC-SLP
- PinnacleHealth Hospitals, Infant Development Program
- Shannon Sweeney, PT
- Sovia Therapy LLC
- Stacy Foreman, MC, CCC-SLP
- United Cerebral Palsy of Central PA Inc.
- Western PA School for the Deaf

All of these Early Intervention Agreements have State-wide set rates.

Silvia Herman discussed the following FY 2013-14 Early Intervention Amendments to Agreements:

- Jena Vander Velden, MSPT
- Keystone Service Systems Inc. DBA Keystone Children & Family Services
- Kimberly Snowden, MS, CCC-SLP
- Nicole Custer, OTR/L
- PinnacleHealth Hospitals, Infant Development Program
- Sovia Therapy LLC
- Stacy Foreman, MS, CCC-SLP
- United Cerebral Palsy of Central PA Inc.

- TMB Developmental Therapy & Infant Massage Inc. (IDD)

After the second State budget revision, these Amendments to Agreements for FY 2013-14 will be paid.

- Quest Inc. (IDD) – Addendum for 2013-14 - \$3,400.00

e. Ted Wise discussed the **Agreement for Public Safety:**

- Tower Services Unlimited – Shippensburg Shelter Repairs - \$2,450.00 for insurance and \$4,670.00 to upgrade the acquired building for a total cost of \$7,120.00.

f. Wendy Sheaffer discussed the following **Agreements for Aging and Community Services:**

- CONTACT Helpline -- FY 2013-14 -- *An award of \$10,000.00.*

Wendy Sheaffer discussed the following 2014-15 Renewal Agreements:

- Addendum 3 with Allied Attorneys
- Carlisle Family YMCA
- George Branscum, MD
- Beverly Christ, RN
- Language Line Services
- Movement Arts Institute
- Julie C. McGreevy
- Philips Lifeline, Inc.
- Carlisle Cares

There are no increases for these Agreements.

Wendy Sheaffer discussed the following FY 2013-14 Agreements:

- On-Line Publishers, Inc. -- \$3,200.00
- Central PA Food Banke- \$3,000.00

Wendy Sheaffer discussed the following Renewals of the FY 2014-15 Agreements:

- Adult Day Activities Center Renewal -- Messiah Lifeways Community Support Services
- Adult Day Activities Center Renewal -- The Arc of Cumberland and Perry Counties
- Domestic Violence Service of Cumberland and Perry Counties-Emergency Shelter Service
- Safe Harbour, Inc.- Bridge Housing

The rate amount of each Agreement has not changed from last year's rates.

Home Support and Personal Care Service Contracts:

- In Your Home Care
- Heritage In Home Care
- UCP Central PA, Inc.
- Senior Helpers
- ALMA Health, LLC dba MedStaffers
- VNA Private Duty, Inc.
- Angels on Call, Ltd.

The hourly rate is \$17.40. There is no change in the hourly rate from last year.

Amendments to Senior Citizens Contracts:

Wendy Sheaffer stated the following Senior Citizens Centers received the following additional funds:

- Big Spring Senior Center - \$10,000.00
- East Pennsboro Township Commissioners - \$14,000.00
- VNA-West Shore Senior Center - \$17,000.00
- Messiah Lifeways -- Shippensburg Senior Center - \$19,150.00
- The Salvation Army Senior Center \$19,000.00
- Messiah Lifeways (Mechanicsburg Senior Center) -- \$14,000.00

The provision of these additional funds through the Department of Aging will provide each of the Senior Centers with a total amount of \$44,000.00 from the FY 2013-14 Budget.

g. Lisa Reider discussed the **Agreements for Children & Youth Services:**

- Pressley Ridge – no increase
- Jennifer Bush Archer, Esquire – *no increase*
- United Methodist Home for Children Residential Care, Inc. – *no increase*
- Families United Network, Inc. – FY 2013-14e- *no increase*
- Families United Network, Inc. – FY 2014-15 – *Zero to a 2.4 percent increase.*
- CONCERN – Professional Services for Children, Youth and Families – *This is a new provider which provides foster care services.*
- Diakon Lutheran Social Ministries – *Memorandum of Understanding to be able to utilize SWAN Services.*
- Lancaster County Youth Intervention Center – *no increase*

Amendments to Agreements for Children & Youth Services:

- NHS Youth Services, Inc. – Building Bridges – *new contract*
- NHS Youth Services, Inc. – Extend 2013-14 Rates to 2014-15
- Drug and Alcohol Rehabilitation Services, Inc.
- COBYS Family Services, Inc.
- The Bair Foundation of Pennsylvania, Inc.
- Family Care for Children & Youth, Inc.
- NHS Pennsylvania
- George Junior Republic in Pennsylvania
- Cornell Abraxas Group, Inc. – Cornell Abraxas Academy Detention – *new contract*
- Cornell Abraxas Group, Inc. – Addendum 2013-14
- Community Service Group, Inc. – Chariots Program
- Children’s Service Center of Wyoming Valley, Inc.
- KidsPeace National Centers, Inc.

The FY 2013-14 Agreement rates are extended until the FY 2014-15 rates are established.

h. Ben Laudermilch discussed the **Agreements for Cumberland County Redevelopment Authority:**

- Funding Agreements for 2014 Community Development Block Grant (CDBG) - *Agreements to be executed for calendar year 2014, \$1,086,122.00 and HOME Investment Partnerships Programs - \$392,313.00 - This is an agreement between U.S. Department of Housing and Urban Development (HUD) and the County.*
- Administrative Agreements for the 2014 CDBG and HOME Funds- *Will enable Cumberland County Redevelopment Authority to act as agent on behalf of the County.*

i. Ron Snow discussed the **Agreement for the Finance Department:**

- Huggins Actuarial Services – *A \$160.00 increase from last year’s amount.*

j. John Lopp discussed the **Agreement for Facilities Department:**

- Lease Agreement for Business Central – *This is a new rental lease agreement for the Business Central building. The present rate has been renegotiated. The cost savings over a three-year period will be \$250,000.00.*

k. John Lopp discussed the

- Extension of Storage Lease for Dickinson School of Law - *There is no cost. This extension will extend the lease for one year.*

l. Kirk Stoner discussed the following for the **Transportation Department:**

- PennDOT Consolidated Capital Grant Application – *For 2014-15 this annual capital grant is in the amount of \$632,623.00.*

- m. Rebekah Finkey discussed the PCCD Grant Award for “Cumberland County System Improvement Project” – An award letter was received from PCCD in the amount of \$33,334.00.
- n. Chuck Bear discussed the following for **Adult Probation:**
 - Grant-In-Aid Application and Agreement for Improvement of Adult Probation Services – *An annual agreement. The amount could be \$225,000-\$250,000. It is based on a State formula to all of the counties.*

Resolution 2014-20: Dana Best spoke about Resolution 2014-20 Re Budget Adjustments (**see attached**).

County Policies: Holly Sherman discussed the following County policies (**see attached**):

- Cell Phone Use Policy
- Fleet Vehicle Maintenance & Safety Policy
- Controlled Substance Policy

There was a brief discussion regarding item 4.9 in the Fleet Vehicle Maintenance & Safety Policy.

Capital Project Requests:

- Mark Adams discussed the Purchase of a new server to host both Lawson and Kronos applications – The total cost is \$39,787.10. The total cost for the Dell PowerEdge R720 Server is \$21,201.33 and the total cost for the Microsoft licenses is \$18,585.77 (**see attached**).
- Melissa Calvanelli discussed the Courtroom 3 Sound/Video System – The total cost is \$150,000. The projects would encompass the purchase, installation and maintenance coverage for a sound/video system courtroom number 3 (**see attached**). A further discussion ensued.

Appointment to Cumberland Area Economic Development Board: Commissioner Eichelberger stated the Cumberland Area Economic Development Corporation Board is recommending the Appointment of David Swartz for a three-year term on the Board from August 1, 2014, through August 31, 2017 (**see attached**).

Appointments to Cumberland County Commission for Women: Commissioner Cross stated the Cumberland County Commission for Women is recommending the Appointments of Michelle R. Brode, Candace M. Neff, Mary deCoen and Selena for terms from July 21, 2014 through December 31, 2015 (**see attached**).

Commissioners' Liaison Reports:

Commissioner Cross:

- A Drug & Alcohol Commission meeting was held on July 10, 2014. There was a presentation regarding the 2013 Pennsylvania Youth Survey on drug use.
- A pilot project with Medical Assistance is being introduced at the County Prison for Cumberland and Perry County prisoners.
- The County Commissioners Association of Pennsylvania has published a Legislative Bulletin which addresses the State budget.

Commissioner Hertzler:

- Discussed the State budget with regard to the Department of Aging.
- Plans to attend the Affordable Housing Trust Fund Board meeting that will be held on July 22, 2014.
- The Agricultural Land Preservation Board meeting has been cancelled.

- The Redevelopment & Housing Authority Boards met on July 11, 2014. The annual reorganization meeting was held and the current officers were reelected. Kate Molinaro was appointed to the position of Community Development Director filling the vacancy of Ed LeClear. A third extension is being sought regarding the State Redevelopment Assistance Capital Program (RACP). Grant award for the Shippensburg library expansion project.

Commissioner Eichelberger:

- The MH/IDD Board meeting will take place today. The State budget flat funding will be as well as the fiscal overview.
- The Library System Board will meet on Monday, July 22, 2014.
- The Recycling & Waste Authority will meet on July 21, 2014.
- Will meet with the new Executive Director of the South Central Workforce Investment Board.

Other Business: None

Executive Session: Chief Clerk Thomas reported an Executive Session was held on July 9, 2014, 2:35 p.m. regarding Personnel Issues.

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

Respectfully submitted,

Laurie Mazarella
Administrative Coordinator