

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**MARCH 26, 2015 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board of Commissioners Present: Commissioner Cross, Hertzler and Eichelberger.

Staff Present: Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Jennifer Crum, Recording Secretary; Keith Brenneman, Solicitor.

Departments: Al Whitcomb, Controller; Bob Dargosa and Mary Brokens, Controllers Office; Elizabeth Bouch, Human Resources; Dana Best, Finance; Wendy Sheaffer, Aging & community Services; Lisa Reider, Children & Youth; Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Eric Radnovich, District Attorney's Office; Beth Chornak, ERP; John Lopp, Facilities Management; Sue Carbaugh, MH/IDD; Stephanie Williams and Steve Hoffman, Planning; Bob Shively, Public Safety; Mark Adams and Darin Baish, IMTO.

Outside Agencies: Kate Molinaro, Cumberland County Housing & Redevelopment Authority;

Media: Daniel Walmer, The Sentinel; Steve Marroni, The Patriot News; Amanda St. Hiliare, TV 27 News.

Call to Order: Chairman Cross called the meeting to order and led the Pledge of Allegiance to the Flag.

Roll Call: Chairman Cross, Hertzler and Eichelberger were present.

Public Comment: None

2014 Hazard Mitigation Plan: Steve Hoffman reviewed the Cumberland County 2014 Hazard Mitigation Plan Update from the 2011 Plan, which is required every five (5) years (see attached). The Draft Plan has been approved by FEMA and PEMA. It now needs approved by the Board and will then be forwarded to the municipalities for a 30 day review period. Chairman Cross asked if the Conservation District was involved. Steve is not aware of their involvement. Chairman Cross suggested that the Conservation District be involved in the Mitigation Section of the Plan because of possible road erosion. Commissioner Eichelberger asked if the Western Council of Government (WCOG) is represented in the Committee. He suggested to include them to cover a larger range. Commissioner Hertzler mentioned the articles this week regarding Shippensburg flood zone and residents insurance. Steve stated they will be having a meeting with PEMA next week to discuss flood mapping. Commissioner Eichelberger pointed out the hazards that are listed, which are based on priority from individual municipalities. Chairman Cross discussed utility interruptions from a storm. Bob Shively thanked the Planning staff for all the hard work they did with the Plan. Commissioner Hertzler questioned why the plan is reviewed every five (5) years. Steve stated it is a requirement by PEMA that the County have an updated Plan every five (5) years. The municipality may then adopt the County Plan or write their own. Chief Clerk Thomas asked if there is a deadline to adopt the Plan Resolution. Steve explained the process of providing the plan to the municipalities for a 30 day review and address any information and issues the municipalities may have regarding the revisions of the plan.

Housing & Redevelopment Authority Five-Year Consolidated Plan and Fiscal Year 2015

Action Plan: Kate Molinaro requested the Board Adopt the Resolution approving the Five-Year Consolidated Plan and Fiscal Year 2015 Action Plan and approve on Monday, March 30th. Commissioner Hertzler asked what funding they will receive next year for the Community Development Block Grant (CDBG) Program. Kate stated the Budget currently shows a 20% cut to the program.

Voluntary Separation Incentive Benefit Plan: Bob Dagrosa reviewed the Cumberland County's 2nd Employee Voluntary Separation Incentive Benefit Plan for Specific Former Ineligibles. He explained that the union petition was withdrawn, so those employees are eligible to receive this incentive plan. Dana Best stated there are 16 employees eligible. The estimated cost savings is between \$8,400 and \$25,980. The goal is \$15,000 so at least two employees would need to apply for the plan. Open enrollment is April 15 through June 1st with June 22nd as the approval date. Chief Clerk Thomas explained the County's commitment to these employees. Commissioner Eichelberger asked if the open enrollment period is standard procedure. Bob stated yes by Labor Council.

Budget Resolution: Dana Best reviewed the Resolution 2015-6 Re: Budget Adjustments (see attached) Nursing Home \$25,000 – no budget change. Affordable Housing \$60,000 – no general fund impact.

Contracts/Grants: - Sandy Moyle

- a. **Aging & Community Services Agreement** — Wendy Sheaffer
 - Central Pennsylvania Food Bank — Amendment – option to select from two providers – add \$2,000 to Central PA Food Bank.
- b. **Children and Youth Services Agreements** — Lisa Reider
 - Diakon Child, Family and Community Ministries – foster care, placement, in-home services – 2%/3% increase
 - Language Services Associates, Inc. – Interpretalk – no increase
 - Children's Resource Center of Pinnacle Health Hospitals - for child abuse exams - \$50 increase for interview and exam
 - George Junior Republic in Pennsylvania — Addendum – no increase
- c. **Claremont Nursing and Rehab Center Agreements** — Lynette McCulloch
 - Submission of Grant Application for Music Therapy Program — EGrant – \$12,688 for 2 years – coordinating with the Library Systems programs
 - Heartland Home Health Care & Hospice – revenue contract – increase \$10/day.
 - Heartland Home Health Care & Hospice — Continuation – to do business. Commissioner Eichelberger asked if residents still have the opportunity to choose. Lynette stated yes.
 - Credit Application for iHeart Media – Employment Ads for Job Fairs
 - Update to Notice of Nondiscrimination Policy – description changes
- d. **District Attorney Grant Application** — Eric Radnovich
 - Submission of Grant Application to the U.S. Department of Justice for Rapid DNA Initiative. Eric explained how DNA is captured and tested. He is asking for action today - \$425,000 for a 2/year grant. Chairman Cross moved to approve submission of the grant application. Commissioner Hertzler seconded the motion and it unanimously carried.
- e. **ERP Department Agreement** — Beth Chornak
 - RPI Consultants, LLC – Lawson software upgrade that needs implemented by May 2016 for the County to be in compliance of the agreement for maintenance services.

- f. **Facilities Management Agreement** — John Lopp
 - Shuler & Shuler — Addendum to Lease for DJ Beckley’s Office – no change - \$3,902/month
- g. **Human Resources Agreement** — Elizabeth Bouch
 - Federal Management Partners, Inc. — Addendum – P4P classes for HR Training - \$1,200
- h. **MH/IDD Agreements** — Sue Carbaugh
 - FY 2014-2015 Early Intervention Agreements – increases total \$151,450
 - Aspirations LLC
 - Invo HealthCare Associates LLC
 - Jena Vander Velden, MSPT
 - Jennifer Snyder, MPT
 - Joanne Peters, MS, OTR/L
 - Kimberly Snowden, MS CCC-SLP
 - Merle J. Crawford, MS, OTR/L, LLC
 - Nicole Custer, OTR/L
 - PinnacleHealth Hospitals, Infant Development Program
 - Shannon Sweeney, PT
 - Sovia Therapy LLC
 - United Cerebral Palsy of Central PA Inc.
- i. **Planning Grants & Agreement** — Stephanie Williams
 - Land Partnership Grants – programs for municipal projects
 - Hampden Township - \$20,000 – Trail rehabilitation
 - Upper Allen Township - \$10,000 – Master Plan update
 - Cumberland Valley Rails to Trails Council - \$13,840 – Newville to Carlisle extension
 - Shippensburg Borough – 413,300 – Park improvements
 - West Pennsboro Township - \$18,750 – Phase 2 Park expansion
 - HRG Change Directive No.1 — Clearwater Construction — Addendum - \$2,000 increase
- j. **Public Safety Agreement** — Bob Shively
 - Archonix – annual renewal – total \$7,946 - \$231 - increase
- k. **Transportation Agreement** — Sandy Moyle
 - NHS Pennsylvania – reimbursement to the County for rzone transportation services.

Discussion of Capital Project Requests: (see attached) – Mark Adams

- a. IMTO — LogRhythm — Requesting the Purchase of a Log Server - \$64,249.55 but a cost savings \$41,500 over a 3 year period. Chairman Cross asked if there were any Records Improvement Funds included. No, Mark would have to address the Board for those funds.
- b. IMTO — Computer Life-cycle – 2015 – one time this year - 107 computers \$121,127.42 - \$55,000 is general fund

Report on Bid Openings — John Lopp

- Removal and Installation of Two Rooftops Units – Cumberland County Human Services Building – 4 vendors – bid range - \$19,479 – \$27,855 – Requesting the award go to Elite Plumbing Heating & AC - \$19,479
- Removal of Roof Shingles and Installation of New Roof on 3 projects

- Cumberland County Allen Road - 9 vendors – bid range - \$62,050 – \$140,000 – Requesting the award go to Old Glory Contractors - \$62,050
- Human Services Building – bid range - \$84,571 - \$324,000 - Requesting the award go to Old Glory Contractors - \$84,571
- Aging and Community Services – bid range - \$24,445 - \$60,000 - JB Roofing - \$24,445

Commissioners' Liaison Reports:

Commissioner Cross

C&Y Advisory Board

- Referrals are up 24% in January; 15 more children were moved into placement.
- They will be hosting school districts on Monday to report on the impact of the referral increases.

Conservation District

- Met Tuesday night. 15 municipalities participated in the Dirt & Gravel Program.
- Tree seeding sales are due Monday March 30th. The profits go to Educational Natural Resources Projects.

Phase II Regionalization Transit Study – meeting next Thursday, April 2nd.

CCAP Spring Conference

- Sunday, March 22nd – 911 Funding was discussed and remains the number one priority as House Bill 911.
- Military & Veterans Affairs – Trust Fund Grants are available.

Penn State Extension

- Hosted a workshop with 25 attendees who discussed their relationship with the Extension Office.

Department of Human Services

- Reimbursement to the county of \$48,000 for additional Act 148.
- Adult Probation Services – increase in Grant-In-Aid Program

Commissioner Hertzler (see attached report)

Local Emergency Planning Committee

- Met Thursday, March 12th - 225 Hazardous Materials Tier II Reports were received from businesses to submit to fire companies as required by law. He commended Connie Heckart for creating a database for this information and he also commended PEMA on this reporting system.

Capital Regional Council of Governments

- Met Monday, March 20th - they have been assisting municipalities with the MS4 process requirements. Tri-County Regional Planning is also assisting with a model ordinance regarding wireless communications.

Leadership Cumberland

- Met last Thursday in Shippensburg – discussion on local government, education and politics. Also in attendance was Dr. Sarah Grove – University's College of Business and Dr. Jerry Fowler – University's College of Education.

Attended an Annual Banquet at Penn Twp. Fire Co. - raise funding from the annual fair.

CCAP Spring Conference

- Commissioner Hertzler is Chairman of Taxation Committee. Senate Bill 4 is one vote away from going for voter's consideration – vote would be, ' what properties are exempt from property taxes.'
- County's #1 priority is the 911 Funding Structure.
- There was an update on overdose response efforts – 80% heroin addicts start with prescription drug pain killers.

Children & Youth Services

- Update on child abuse laws. Child Line employees have doubled to keep up with the need.
- Governor Tom Wolf - plans to restore \$84 million from Human Services

Commissioner Eichelberger

MH/IDD

- Program Coordinator provided a summary of the Early Intervention Programs Budget.
- Mental health was the most impacted by the state funding loss.
- Healthy PA is advocating the pharmacy use issue.
- TMI drill focused on simulations of assisting metal health during disaster.
- IDD Awareness Month Proclamation - County website has an informative educational media video.
- Millersville University accepted an individual through the Career Path Program.
- 2015 Transition Fair held March 9th at HACC - 400 students attended.
- Regulations for background checks were discussed.
- Transportation changes impact discussion.
- For Partnership for Better Health Program discussion.

Library System

- Hosted a meeting last evening and was well attended with an excellent panel for discussion.
- State Budget reduction for library systems.
- Reading Programs have community involvement.

Greater Harrisburg of Realtors Breakfast meeting

- Good attendance – discussion regarding issues that affect the communities.

CCAP - Academy of Excellence

- Changes to the program were discussed. There needs to be opportunities for other important individuals to participate in the program.
- Management training is needed for Cumberland County employees.

Executive Session: Chief Clerk Thomas requested an Executive Session Re: Personnel Issues.

Other Business: None

Adjourn: There being no further business to come before the board, the meeting adjourned.

Respectfully Submitted,

Jennifer Crum, Administrative Coordinator