

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**January 28, 2016 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board of Commissioners Present: Commissioner Vince DiFilippo, Jim Hertzler and Gary Eichelberger.

Quorum: Yes

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

Departments: Liz Bouch, Human Resources; Dana Best, Finance; Bob Dagrosa, Mary Brokans, Controllers; Penny Brown, Bureau of Elections; Necole McElwee, Lisa Reider, Christina Roland, Children and Youth; Raymond Soto, Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Sue Carbaugh, MH/IDD; Ryan Simon, Drug and Alcohol; Charles Carothers, Domestic Relations; Brady Seeley, Conservation District.

VTC: John Lopp, Facilities; Charles Carothers, Domestic Relations.

Others Present: Kate Molinaro, Housing and Redevelopment Authority.

Media: Jake Austin, The Sentinel

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

Public Comment: Steven Mullen, ASCME. He represents the Nursing Home employees. He discussed subcontracting and the issues regarding employees salary/benefits. Services to nursing home residents is a concern.

Bonnie McKeegan, employee from CNRC – housekeeping/laundry. Subcontracting is not good for staff scheduling and morale.

Employee Recognitions:

- Commissioner DiFilippo and Necole McElwee recognized Christina Roland for 25 Years of Service.
- Commissioner DiFilippo and Necole McElwee recognized Lisa Reider for 20 Years of Service.

Resolution 2016-3 – State Budget Impasse (see attached): Commissioner DiFilippo reviewed the Resolution 2016-3 Re: Impact of the 2015 State Budget Impasse and Recognizing the Commitment of Providers to Delivering Critical Human Services. Commissioner Hertzler moved to approve Resolution 2016-3. Commissioner Eichelberger seconded the motion. Commissioner Hertzler read the Resolution. Commissioner DiFilippo thanked County staff and the providers during the Budget Impasse. Commissioner Hertzler mentioned that CCAP has initiated a Never Again Campaign in light of the situation with the 2015 Budget Impasse. Commissioner Eichelberger thanked everyone for all their work during the impasse. The motion carried. John Reardon from CPARC of Cumberland/Perry Counties thanked the County for extending funding.

Letter of Support – Former IAC/Masland Site: Kate Molinaro reviewed the Letter of Support for the Cumberland County Redevelopment Authority (CCRA) Re: Request for Grant Funds to Perform Environmental Assessment Activities for the Industrial Site Reuse Program at the Former IAC/Masland Site located at 50 Carlisle Springs Road, Carlisle, PA. This supports Brownfields cleanup sites. There is a 25% State match requirement from the grantee, Redevelopment Authority.

Contracts/Grants: — (Sandy Moyle)

- a. **Bureau of Elections Agreement** — (Penny Brown)
 - Penske Truck Leasing — Truck Rental for April 2016 Primary — Effective: — April 17, 2016 to April 29, 2016 — Contract Amount: — \$4,614.00 — (4 trucks, each at \$1,153.50)
 - Application for use of Property or Facilities — Gym/Kitchen — Silver Springs Presbyterian Church – Both agreements are for the Primary and General elections in 2016.
- b. **Claremont Nursing and Rehab Center Agreements** — (Lynette McCulloch)
 - Companion Radio Network Corporation — Service Agreement for Programming for Residents — One (1) Year Agreement — Effective: — January 17, 2016 – January 16, 2017 — Contract Amount: — \$2,592.00 — No Increase
 - CNRC Maintenance — Kint Fire Protection — Inspection of Kitchen Fire Suppression System — Service Completed Two (2) Times per Calendar Year — Contract Amount: — \$460.00 — No Increase
 - Physician’s Mobile X-Ray, Inc. — Diagnostic Services — Contract Amount: — \$20, 100.00 — One (1) Year Contract — Effective : — February 3, 2016 – February 2, 2017
- c. **Conservation District Agreement** — (Brady Seeley)
 - Team Ag, Inc. — Nutrient Management Plan for Creekside Dairy LLC — Contract Amount: — \$4,495.00 — Fully Funded 100% by the Chesapeake Bay Special Projects Program
- d. **Domestic Relations Office Agreement** — (Charles Carothers)
 - Full Circle Solutions Group — Conversion from Current Imaging System to State System Mandated by the State starting March 28, 2016 — Contract Amount: — \$11,553.49 — State will Reimburse the County 100% of the Total Cost
- e. **Drug & Alcohol Agreement** — (Ryan Simon)
 - Holy Spirit Hospital (Maternal Assistance Program) — Purchase Intensive Case Management Services to Pregnant and Postpartum Adult Women and Adolescents — Total Amount to be Reimbursed for the period beginning July 1, 2015 through June 30, 2016 is \$237,000
- f. **Facilities Management Agreement** — (John Lopp)
 - KINT — Fire Extinguisher Inspection/Service 2016 — Contract Amount: — \$9,086.15 — Effective: — January 1, 2016 to December 31, 2016 pricing estimates
- g. **Finance Department Agreement** — (Dana Best)
 - Maximus Consulting Services, Inc. — Indirect Cost Allocation Plan — 3 Year Contract as follows: — 2015 Plan - \$10,150; 2016 Plan - \$10,500; 2017 Plan - \$10,500 — Agreement May be Extended to Include Calendar Years 2018, 2019 and 2020 — Contract Amount: — \$31,150.00
- h. **Human Resources Agreement:** — (Elizabeth Bouch)
 - Arthur J. Gallagher & Co. — Providing Clarification on the Classification and Salary Benchmarking Process — Contract Amount: — \$5,705.00

Commissioner Hertzler asked for the total contract cost and a breakdown of costs for the Gallagher Services. Commissioner DiFilippo asked for clarification of expenses from the original agreement. Chief Clerk Thomas stated that the original contract stipulated three site visits. This contract would be for additional visits to the County and to provide presentations. Commissioner Eichelberger stated that a presentation to the client (County) should have taken place the first time.

i. **MH/IDD Agreements** — (Sue Carbaugh)

- *FY 2015-2016 Intellectual and Developmental Disabilities Agreements*
 - Lebanon County MH/ID/EI Program — Provide Professional Coordination Services Related to the South Central Health Care Quality Unit (HCQU) per State and Federal Regulations — Contract Terms: — July 1, 2015 to June 30, 2016 – 16,3.....
 - Riverside Associates, PC — Provides Funding to Support the following Intellectual and Developmental Disabilities Services: — Behavioral Support — Contract Amount: — \$2,000
 - York/Adams Counties MH/IDD Program — Provide Professional Coordination Services Related to the South Central Health Care Quality Unit (HCQU) per State and Federal Regulations — Contract Terms: — July 1, 2015 to June 30, 2016 - 16,731
 - The Advocacy Alliance — Provides Funding to Support the following Intellectual and Developmental Disabilities Services: — Health Care Quality Unit (HCQU) in the amount of \$675,448 and IDD Certified Investigations in the amount of \$10,000 — Total Amount of Contract: — \$685,448

Request to Authorize Advertising - CNRC: — Lynette McCulloch reviewed the request to advertise Proposals for CNRC Food Service, Housekeeping & Laundry Operation. Commissioner Hertzler does not agree with this change of approximately 75 staff's salary, benefits, and hours. Commissioner Eichelberger mentioned all current employees would retain their positions and salaries but asked what the savings would be with this change. Lynette stated it would be a savings to the benefits. Chief Clerk Thomas explained that the benefit would be a long term savings.

If changes were made, all employees would be maintained as an ASCME member. Chief Clerk Thomas read from the RFP that there would be no changes to the current employees, pay, seniority, retirement, and comparable benefits. RFP's do not need to be accepted if none meet these requirements. Commissioner DiFilippo stated that as an elected official it is his job to review all avenues of savings, but it does not mean changes will be made. The RFP will be sent to approximately 10 vendors that could provide the services and it will also be advertised.

Steve Mullen has concerns regarding the impact of residents and the retention and morale of the staff and retention.

Bonnie McKeehan stated that they are paying for spouses in their benefits. This is a savings to the County.

Commissioner Hertzler asked that all County employees receive the email from January 6, 2016 to All County Employees. Chief Clerk Thomas stated that staff is working on this request.

Transfer of Transportation Buses: Chief Clerk Thomas reviewed the request to Transfer County Buses to Central Pennsylvania Transportation Authority. Shared Ride has transitioned to rabbittransit on a management basis and is now a part of Central PA Transit Authority to provide shared ride services. The bus transfers were postponed until the County was comfortable with the relationship.

Commissioners' Liaison Reports

Commissioner DiFilippo

- **Library System Board** – Was canceled due to the weather.
- **CREDC/MURADA** – A meeting was held this morning January 28, 2016, but he could not attend. He will tag team attending this meeting with Jonathan Bowser.

Commissioner Hertzler (see report)

- **Webinar CCAP** – The webinar was regarding the IGT funding that will allow the County to draw down Federal funds for Claremont. The Board has already acted on participating in the process which will increase \$900,000 additional funding to the Nursing Home. Funding will not be utilized for reoccurring expenses, it will be used for capital expenses and the like.
- **Housing and Redevelopment Authority** – Deb Kelly is the new Board member. There was discussion regarding leasing Shephard Crossing Housing Development by the end of last year. The second phase of the renovation to the Molly Pitcher Hotel was discussed. There was an increase in leased units under the Housing Choice Voucher Program. They are working with a company Pearl on the low income housing development at the Tire and Wheel site.
- **CCAP** – Unveiled the five key priorities across the state. (see attached)
- **Conservation District Board** – Met Tuesday, January 26, 2016 and discussed the EPA's continued push to reduce pollution in the Chesapeake Bay. DEP is making sure Farmers are receiving full credit for Best Management Practices.

Commissioner Eichelberger

- **MH/IDD** – could not attend.
- **Recycling and Waste Authority** – There are still electronic recycling issues. The Authority Board discussed the Law's inadequacy. Justin Miller is working on talking points for the Board to bring to Legislature. Commissioner Hertzler mentioned that the Environmental Energy at CCAP is working on this issue.
- **Planning Commission** - Met last Thursday, January 21, 2016 and discussed the Comprehensive Plan. They are working on revamping the County Comprehensive Plan, with a theme of conserve, grow, and connect, with hopes to engage the public more. There is a task list that matches a long range plan of goals and objectives of each element of the Plan.

Report of Executive Session: Chief Clerk Thomas reported there was an Executive Session held on January 19, 2016 @ 2:30 p.m. Re: Personnel Issues.

Request for an 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 Specialist