

**CUMBERLAND COUNTY  
COMMISSIONERS' WORKSHOP MEETING**

**August 13, 2015 – 9:00 AM  
COMMISSIONERS' HEARING ROOM  
COURTHOUSE, CARLISLE, PA**

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

**Staff Present:** Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Keith Brenneman, Solicitor; Barbara Sue Hershey, Recording Secretary.

**Absent:** Larry Thomas, Chief Clerk;

**Departments:** Elizabeth Bouch, Human Resources; Deb Micklo, Aging & Community Services; Sue Carbaugh, MH/IDD; Pat Thompson, Claremont Nursing and Rehabilitation Center; Wendy Hoverter, Nikki McElwee, Lisa Reider, Nicole Crisp, Children & Youth; Vincent McCollum, Conservation; Lisa Weaver, Mike Clapsadl, Controller; Mark Adams, IMTO; Rebekah Finkey, Criminal Justice/IP Program; Bob Shively, Public Safety; Michelle Seibert, Victim Services; Ryan Simon, Drug & Alcohol; John Lopp, Facilities; Kerry Houser, Adult Probation; Sam Miller, Juvenile Probation;

**Outside Agencies:** Monica Gould, Your Strategic Consultant; Rich Farr, RabbitTransit. Joe Martin – MH/IDD

**Media:** Joshua Vaughn, The Sentinel

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

**Public Comment:** None

**Children & Youth Services (CYS) Needs Based Budget for FY16/17 Presentation:** Necole McElwee gave a narrative presentation of the Needs Based Budget, which requires Chief Clerk Larry Thomas' signature only.

*See attached chart labeled "Cumberland County Children and Youth Services (Intake referrals, In-home Families in Service, Children in placement)"*

When completing the budget we had to project how the new laws were going to impact CYS, at that time we projected a 10-15% increase. Now that we are seven months into the budget, our actual increase is 36.8% for intake referrals and ongoing services.

Following the Gallagher Assessment, the County also made a change to our compensation plan, therefore within our CYS staff; they received a salary increase and are now exempt. The pay increase will have an impact on CYS budget; however, there will be a cost savings associated with the overtime since they are now exempt.

Another impact was the Grand Jury report from Dauphin County, which was reviewed in the Human Services Policy Team Meeting. From there our administration met with Chief Clerk Thomas and Human Resources to begin working on a Risk Assessment matrix.

We have identified the need for more staff; and we are projecting two years into the future for additional staff and services. We are requesting one supervisor, five case workers and one agency solicitor.

We are continuing collaboration for our shared cases that are opened with both systems, working hand-in-hand with Drug and Alcohol for new programs for the needs of our families that have substance abuse issues. We are working with the District Attorney's office in the development of our multidisciplinary investigative team protocols.

We continue to provide a quality visitation program which has had very good outcomes for our families and have moved into the prison system to offer visitation there as well.

The fiscal part will be presented in September; however, Lisa Reider gave a brief overview of the Budget Summary handout.

*See attached hand out labeled "Cumberland County Children and Youth Services (Budget Summary)"*

Lisa Reider stated that CYS estimates that if we spend everything as is, the county's share would be just a little higher than it was which means we would be in an overmatch of \$500,000.00. In the past, the State has made us whole with the overmatch; however that is not a guarantee from year to year.

**Approval of Ordinance 2015-2 Re: Imposing a Weight Restriction on Leidigh Bridge in Monroe Township:** Solicitor Keith Brenneman stated that Ordinance 2015-2 was discussed and authorized at the July 30<sup>th</sup> for advertisement with possible enactment today; he asked to move with this ordinance. Commissioner Hertzler moved to approve Ordinance 2015- 2 Re: Imposing a Weight Restriction on the Leidigh Bridge in Monroe Township. Commissioner Eichelberger seconded the motion and the motion carried.

5. **Contracts/Grants:** (Sandy Moyle)

a. **Aging & Community Services Agreements** — Deb Micklo

- **2014-2015 Senior Center Addendums**
  - VNA of Central PA, Inc. - \$24,000 *window replacement for the entire senior center, automatic door opener and installation to a handicap entrance, access control system and installation of a slide card system.*
  - East Pennsboro Township – Mary Schaner - \$15,000 *to renovate the women's restroom.*
  - Messiah Lifeways — Shippensburg Senior Center - \$17,000 *to reface front of the Senior Center building.*
  - Messiah Lifeways — Mechanicsburg Senior Center - \$17,000 *to renovate both restrooms with new lighting, flooring, partitions, vanity tops, faucets, sinks and toilets.*
  - Big Spring - \$3,500 *to relocate a thermostat, purchase a handheld scanner for touchscreen system, closet organizer, cabinet installation, painting center & other miscellaneous items.*
  - Salvation Army - \$10,000 *to install a sink, garbage disposal, countertops, repair and replace a drain.*
- VNA of Central PA, Inc. — West Shore Senior Center - \$45,000 *renewal for operating costs.*

- Angels on Call, Ltd. — Personal Care and Home Support – *1% increase from \$17.75 to \$17.92/hr.*
  - NHS Stevens Center — Professional Services — Certified Peer Specialist – *Rates to remain the same as last year.*
  - Virginia Monsted — Professional Services — Local Link Coordinator – *New contract*
- b. **Children and Youth Services Agreements** — Wendy Hoverter
- The Glen Mills Schools — (Ongoing) - *extension into new fiscal year*
  - Families United Network, Inc. — (Ongoing) - *extension into new fiscal year*
  - The IMPACT Project, Inc. — (Ongoing) - *extension into new fiscal year*
  - Dr. Rocco Manfredi, M.D. — Psychiatric Evaluation – *JPO Services*
  - Alternative Behavior Consultants — Group or Individual Therapy for Agency Clients – *3% – 5% increase*
  - Bethany Home, Inc. — Child Welfare Services – *no increase*
  - Child Welfare Education for Leadership (CWEL) Agreement — Chad Briggs
  - Child Welfare Education for Leadership (CWEL) Agreement — Jamie VanMeter
    - (CWEL) *our staff will go to graduate school full time for two years with a federal grant paying their tuition and salary reimbursement to the county. Once they return to us, they must remain at the County for two full years of employment. Our retention rate on those graduates is excellent!*
- c. **Claremont Nursing and Rehab Center Agreement** — Pat Thompson
- KCI USA, Inc. — Wound VAC Rental with Reduced Pricing for Multiple Rentals – *no increase, good until August 31<sup>st</sup> 2017.*
- d. **Conservation District Grant** — Vincent McCollum
- Submission of Growing Greener Plus Grant Application to PA Department of Environmental Protection (PA DEP) — *Improve Water Quality in the Streams Located in the Middle Spring Watershed \$63,000; half of that will be reimbursement for staff salaries within the conservation district, small part will be for travel and miscellaneous expenses, part of it will be for construction of best management practices in the water shed to help improve water quality on a cost share basis to the land owners; grant will pay for 80%, land owners will pay for 20%. Goal is to improve water quality. No cost to the county.*
- e. **Controller’s Office Agreement** — Mike Clapsadl
- Garcia Garman & Shea, PC — Audit Peer Review Services  
*Quality of audit - To ensure the quality of the audits; come in and look at our work. Will allow us to achieve savings of 40% on this one year contract by redefining this scope.*
- f. **Coroner Grant & Resolution** — Matt Stoner  
*Cancelled due to be called to a scene of an accident*
- American Trauma Society — South Central Regional Comprehensive Highway Safety Program Grant
  - Request Approval of Resolution 2015-23 to Accept Highway Safety Grant

g. **Criminal Justice Planning & IP Program Agreement**

- University of Cincinnati Research Institute — Professional Services for Training to the Staff of Cumberland County Prison and Adult Probation Employees on the Ohio Risk Assessment System (ORAS)

Rebekah Finkey explained that the ORAS system can be used for low to moderate risk, non-violent defendants in an effort to reduce *recidivism* and keep prison population as low as possible.

*Recidivism* is one of the most fundamental concepts in criminal justice. It refers to a person's relapse into criminal behavior, often after the person receives sanctions or undergoes intervention for a previous crime.

Cost for two-day training of approximately 30 County Prison and Adult Probation employees is \$7,000.00, which includes travel and hotel accommodations for the training staff. The training is scheduled for October 8<sup>th</sup> & 9<sup>th</sup>, 2015 to be located at the Prison to consist of treatment staff and probation officers.

Chief Clerk Larry Thomas stated that he would like to see a presentation given to the Board of Commissioners by the thirty people who are trained for performance review purposes.

h. **District Attorney/Victim Witness Grant Application** — Michelle Sibert

- Submission of the STOP Violence Against Women Grant Application to Pennsylvania Commission on Crime and Delinquency (PCCD) - *Grant is \$125,000 for 3 years, it is due August 17<sup>th</sup>, 2015. Current grant will end December 2015.*

i. **Drug & Alcohol Agreement** — Ryan Simon

- PerformCare — Training on how to Access ProviderConnect - *no cost, allow use of online usage instead of paper forms.*

j. **Facilities Management Agreements** — John Lopp

- **Inspection Station Forms**
  - Emissions Service Enrollment Form — New Emissions Inspection Station
  - Non-ACH Payment Form*These two forms will allow the County to inspect both County & Rabbitransit vehicles.*

k. **IMTO Agreement** — Mark Adams

Letter of Removal — For LSAP Downgrade – *\$5,000 savings per year to reduce our current licensing for Lasherfiche.*

l. **MH/IDD Agreements** — Sue Carbaugh

- **FY 2015-2016 Early Intervention** - *Renewal- \$402,063*
  - International Corporate Training & Marketing LLC — Translation and Interpretation Services
  - Invo HealthCare Associates LLC — Evaluation Services
  - Joanna Karns, MT-BC — Therapy Services
  - Joanna Karns, MT-BC — Medicaid Waiver Program — Special Instruction

- PinnacleHealth Hospitals, Infant Development Program — Therapy Services
- PinnacleHealth Hospitals, Infant Development Program — Medicaid Waiver Program — Occupational Therapy, Physical Therapy, Special Instruction, Special Instruction-Behavior Speech Therapy
- Stacy Foreman, MS, CCC-SLP — Therapy Services
- Stacy Foreman, MS, CCC-SLP — Medicaid Waiver Program — Speech Therapy
- **FY 2015-2016 Mental Health - Renewal- \$6,700**
  - Timothy Sukay, MSW — On Call System for Mental Health, Intellectual and Developmental Disabilities Related Emergencies
- **FY 2015-2016 Intellectual and Developmental Disabilities - \$1,466,938**
  - AHEDD, Inc. — Supported Employment
  - Angels on Call LLC — Companion Services & Home and Community Habilitation
  - Aurora Social Rehabilitation Services — Recreation/Leisure Time Activities
  - Benevolent Heart Assisted Living LLC — Home and Community Habilitation
  - Cynthia B. Vriens, M. Ed — Professional Services for Family/Consumer Transition Consultant
  - Farm of Hope, Inc. — Licensed Day Habilitation - *New*
  - Hempfield Behavioral Health, Inc. — Licensed Day Habilitation
  - Kencrest Services, Inc. — Community Homes and Licensed Day Habilitation
  - PA Lifesharing LLC — Home and Community Habilitation
  - Perry County Transportation Authority — Transportation
  - The Cornerstone Agency of PA, Inc. — Behavioral Support and Home and Community Habilitation
  - Unity Cerebral Palsy of Central PA, Inc. — Intellectual and Developmental Disabilities Services
  - Valley Community Services, Inc. — Community Homes
- m. **Public Safety Grant & Agreement** — Bob Shively
  - Submission of Emergency Management Performance Grant Application to Pennsylvania Emergency Management Agency (PEMA) — Used to Support Personnel Costs for Approved Staff Positions - *Awarded \$79,940 which is to offset a portion of Bob Shively and Michele Parsons' salaries. This runs performance period October 2014 through September 2015 (which falls a year behind).*
  - Tower Services Unlimited — Antenna Removal from the Prison Tower Site - *\$4,080 - Service contract to remove low band frequency antennas from prison tower.*

**Right-to-Know Requests** — Solicitor Brenneman \***Action Requested**

- a. Motion to take Discussion of Right-to-Know Requests off the Table  
Commissioner Hertzler moved to reverse the tabling of the Discussion of Right-to-Know Requests. Commissioner Eichelberger seconded the motion and the motion carried.

- b. Approval to Transition the Right-to-Know Requests from the Commissioner's Office to the Solicitor's Office  
Commissioner Hertzler moved to approve the Transition of the Right-to-Know Requests from the Commissioner's Office to the Solicitor's Office. Commissioner Eichelberger seconded the motion and the motion carried.
- c. Appointment of Roxanne Lehman, Paralegal, as the Open Records Officer for Cumberland County  
Commissioner Cross motioned to approve the Appointment of Roxanne Lehman, Paralegal, as the Open Records Officer for Cumberland County  
Commissioner Eichelberger seconded the motion and the motion carried.

## **Commissioners' Liaison Reports**

### **Commissioner Cross:**

- Children & Youth – A three day program is being offered by the Methodist Home September 16-18. Call the home for additional information.
- Drug & Alcohol – Is holding two events on September 15 (one is a daylong training workshop, the second one is an evening forum) there is no charge to attend; however registration to attend the training session is requested.
- Conservation – Pennsylvania placed second in the National Envirothon, Texas placed first. Conservation is also working on a MOU to come before the Board by the end of September.
- AG Extension – There were 184 animals sold, and approximately \$90,000 was raised at their event.

### **Commissioner Hertzler:**

- CCAP – Accepted the Website Award of Excellence, in the category of 1st-3rd Class Counties, from the County Commissioners Association of Pennsylvania (CCAP) for Cumberland County's newly launched website. Overview on the following from CCAP: Rebalancing House Bill 1416, Child Welfare Mandates, Agriculture Clean & Green Law, Senate Bill 4. Online Voter Registration will soon be implemented, which we will soon have the link on our County website. Also, received an update from PEMA regarding the 911 payments.
- YMCA – Joined Commissioner Cross along with several members of Carlisle Boro Council and Senator Vance for a tour and update on the mission of Carlisle's YMCA.
- Ag – Yesterday attended the meeting of the Agricultural Land Preservation Board regarding a briefing on the Sunoco pipe line limited notice to obtain permit from DEP; regarding plans to construct and expand its pipelines through Cumberland County consisting of two parallel pipelines within a 50 foot right of way. Once complete they are expected to transport 350,000 barrels of natural gas and will traverse through nine townships of Cumberland County. Comments have been submitted to DEP, it appears as though three preserved farms are in the path of the proposed pipeline project. The Board also moved forward making offers under the 2015 program to six of the top ranking farms of the list of applicants, these farms total 550 acres that are preserved, this would bring the number up to over 17,000 in Cumberland County since the inception.

### **Commissioner Eichelberger:**

- MH/IDD – Most of the emphasis is on the contracts currently.
- Library – Meeting next Monday
- Planning Commission - Meeting next Thursday
- CCAP – Next Friday

- Recycle & Waste - Received an update from Justin Miller regarding the recycling draft revision to the Waste Management Plan which is in the solicitor's office now for review. Household hazards waste drop-offs scheduled for next Saturday, drop offs at Allen Road building 9:00 -3:00. Previously discussed electronics recycling issue, the agreements are in the solicitor's office for approval.

**Report of Executive Session:** August 12, 2015 @ 10:30 a.m. Re: Personnel Issues

**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,

BarbaraSue Hershey  
Administrative Coordinator