

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**July 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, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Liz Bouch, Human Resources; Dana Best, Finance; Al Whitcomb, Mike Clapsadl, Controllors; Mark Adams, IMTO; Beth Chornak, ERP; Nikki McElwee, Lisa Reider, Children and Youth; Silvia Herman, Sue Carbaugh, Robin Tolan, MH/IDD; Jack Carroll, Ryan Simon, Drug and Alcohol; Kirk Stoner, Planning; Chuck Bear, Adult Probation; Megan Silverstrim, Heather Ilgenfritz, Chris Sechrist, Communications; Brian Ward, Sheriff's Office; John Bitner, Vector Control.

VTC: Lynette McCulloch, Claremont Nursing and Rehabilitation Center; John Lopp, Facilities; Sandy Guerri, Christine Bowden, Aging & Community Services; Claudia Garner, Public Safety.

Outside Agencies: Lindsay Dare Baird, Handler and Children & Youth Solicitor; Anthony DeLuca, Chairman, Cumberland County Bar Foundation; Kyle Miller, Mechanicsburg Borough.

Media: Zach Hoops, The Sentinel

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

Public Comment: None

Press Release/County's New K-9: Lindsay Baird and Anthony DeLuca announced the Press Release Re: Cumberland County Introduces New K-9 Diego Staff Member and introduced Diego (see attached).

Press Release/Wills for Heroes: Megan Silverstrim announced the Press Release Re: Cumberland County to Host 8th Wills for Heroes Program (see attached).

Resolution 2016-22: Dana Best reviewed the Resolution 2016-22 Re: a Budget Adjustment for Records Improvement increase (see attached).

Press Release/Household Hazardous Waste: Kirk Stoner announced the Press Release Re: the Household Hazardous Waste Event Scheduled for August 20, 2016 (see attached). Kyle Miller from Mechanicsburg Borough presented a Financial Sponsorship Donation on Behalf of Mechanicsburg Borough to the County for the event.

Human Services Plan: Robin Tolan, Sue Carbaugh, Jack Carroll, and Silvia Herman discussed the 2016-2017 Cumberland County Human Services Plan. The Plan includes Mental Health, Intellectual Development Disabilities, Human Services Development Fund, and the Homeless Assistance Program that focuses on program strengths, needs, services and initiatives. Commissioner Hertzler commended the staff for their work on the Plan. Commissioner Hertzler moved to approve the Human Services Plan. Commissioner Eichelberger seconded the motion and it unanimously carried.

Letter of Support/Hampden Township Grant Funding: Commissioner DiFilippo reviewed the Request for Letter of Support for Hampden Township Grant Funding through the Multimodal Transportation Fund to Support Road Resurfacing Efforts throughout Hampden Township (see attached). Commissioner Hertzler moved to approve the letter of support. Commissioner Eichelberger seconded the motion and it unanimously carried.

Contracts/Grants: — (Sandy Moyle)

- a. **Aging & Community Services Agreements:** — (Christine Bowden)
 - Stephanie E. Chertok, Esq. — Provide Civil Legal Services to Certain Qualified Residents — Terms of Contract: — July 1, 2016 through June 30, 2017 — (Addendum 6) – For clients over age 60 at no cost to the consumer. County Costs: \$65/each - Living Wills and \$100/each – Power of Attorney. \$25,000 cap/year.
- b. **Children & Youth Services Agreement:** — (Lisa Reider)
 - Diakon Child, Family and Community Ministries — To Provide Care and/or Treatment for Children under the Custody of the Court — (Primary Services Provided by this Contact will be Residential Services and Emergency Shelter Services) — Terms of Contract: — July 1, 2015 through June 30, 2016 — (Terms of the Agreement may be Extended on a Month to Month Basis until a Subsequent Agreement has been Executed) — (New) The HB1062 was signed by the Governor on July 8, 2016.
- c. **Claremont Nursing and Rehab Center Agreements:** — (Lynette McCulloch)
 - Cumberland/Perry Health Education Resources Center — Provide CPR Training to the Staff of CNRC — Terms of Contract: — August 1, 2016 through July 31, 2017 — Cost of Contract: — \$510.00 - \$45/person — (New)
 - Medicare Enrollment Application – CMS 855-A – Board approval is needed for documented changes to administration.
- d. **Controller Agreement:** — (Mike Clapsadl)
 - Waggoner, Frutinger & Daub LLP — District Justice Audit for years ending 2016, 2017 and 2018 — Terms of Contract: — January 1, 2017 through December 31, 2018 - \$50,000
- e. **District Attorney/Victim Witness Grant Award:** — (Sandy Moyle)
 - Acceptance of Subgrant Award from the Pennsylvania Commission on Crime and Delinquency (PCCD) for Victims of Crime Act 2016-2019 (VOCA) Grant Application (see attached). \$482,889 - Commissioner Hertzler moved to approve the grant award. Commissioner Eichelberger seconded the motion and it unanimously carried.
- f. **Drug and Alcohol Agreements:** — (Ryan Simon) (see attached summary)
 - Treatment Trends, Inc. — Adult Rehabilitation — 16-17 Inpatient Agreement — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — (\$153.00/per day — Keenan House) —

- (\$112.00/per day — Adult Men’s and Women’s Halfway House) — (Continuation)
 - White Deer Run — Purchase of Services — Provide Inpatient Non-hospital Treatment Services on a Fee-for Services Basis — (Adult Detox — \$216.00/per day), (Adult Rehabilitation — \$195.00/per day) and (Adult Co-occurring — \$234.00/per day) — Terms of Contract: — July 1, 2016 through June 30, 2017 — (Continuation)
 - Libertae, Inc.. — Purchase of Services — Provide Inpatient Non-hospital Treatment Services on a Fee-for-Services Basis — Terms of Contract: — July 1, 2016 through June 30, 2017 — (Halfway House for Women — \$136.00/per day) — (Women with Children Rehab — \$234.00/per day) — (Continuation)
 - Neustra Clinica — Purchase of Services — Provide Inpatient Non-hospital Treatment Services on a Fee-for-Services Basis — Terms of Contract: — July 1, 2016 through June 30, 2017 — (Male Adult Rehab — \$183.00/per day) — (Continuation)
 - Clem-Mar House, Inc. — Purchase of Services — Provide Inpatient Non-hospital Treatment Services on a Fee-for-Services Basis — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — (\$114.00/per day — Men’s Halfway House) — (\$114.00/per day — Women’s Halfway House) — (Continuation)
 - Bowling Green Inn, Brandywine — Purchase of Services — Provide Inpatient Non-hospital Treatment Services on a Fee-for-Service Drug and Alcohol Provider — Terms of Contract: — July 1, 2016 through June 30, 2017 — (Adult Detox — \$232.00/per day), (Adult Rehabilitation ST — \$175.00/per day), (Adult Rehabilitation LT — \$106.00/per day) and (Adult Co-occurring — \$230.00/per day) — (Continuation)
- g. **ERP Department Agreement:** — (Beth Chornak)
- Business Software, Inc. — TaxFactory Support Fee — Annual Maintenance — Support Renewal Date: — September 10, 2016 — (Addendum) – Cost of Contract: \$5,931.00 – 4% Increase from last year.
- h. **Facilities Management Agreement:** — (John Lopp)
- South Jersey Energy — Transaction Confirmation for Natural Gas Purchasing – There are three contracts for the different weight classes for the New Courthouse, Prison & Nursing Home, and the remaining county buildings.
- i. **MH/IDD Agreements:** — (Sue Carbaugh)
- FY 2016-2017 Early Intervention – All Renewals
 - Advanta Therapy LLC — Therapy Services — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$6,000
 - Early Intervention specialists Inc. — Therapy Services — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$76,820.00
 - International Corporate Training & Marketing LLC — Purchase of Professional Services for Translation and Interpretation Service — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$7,500

- FY 2016-2017 Intellectual and Developmental Disabilities – All Renewals
 - AHEDD Inc. — Supported Employment — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$10,224.00
 - Aurora Social Rehabilitation Services — Recreation and Leisure Time Activities — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$32,180.00
 - Hempfield Behavioral Health Inc. — Licensed Day Habilitation — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$7,512.00
 - Living Unlimited, Inc. — Home and Community Habilitation and Supported Employment — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$5,005.00
 - Riverside Associates, PC — Behavioral Support — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$5,000.00
 - Valley Community Services, Inc. — Community Homes — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$120,352.00
 - York County Transportation Authority DBA Rabbitransit — Transportation — Terms of Contract: — July 1, 2016 through June 30, 2017 — Cost of Contract: — \$64,588.00
- j. **Probation Grant/Adult Probation and Parole:** — (Chuck Bear)
 - Submission of Grant to the PA Board of Probation and Parole for Grant-in-Aid Funds Awarded to any County for the Purpose of Providing Additional Funding for the Improvement of Adult Probation and Parole Supervision and its Continuing Programs. Grant Amount: \$228,000.00 (see attached)
- k. **Public Safety Grant Agreement:** — (Claudia Garner)
 - Pennsylvania Emergency Management Agency’s (PEMA) State Fiscal Year 2016-2017 — Radiation Emergency Response Fund (RER) Grant Agreement for Cumberland County — Terms of Grant Agreement: — July 1, 2016 to June 30, 2017 — Grant Amount: — \$21,489.00 — No County Match — 100% Funded (see attached) – For the Three Mile Island Plan.
- l. **Sheriff’s Office Agreement:** — (Brian Ward)
 - Lexipol LLC — Service Agreement — Terms of Contract: — August 1, 2016 through July 31, 2017 – Brian explained the need for software for legal assistance, conforming to the State Laws with their services. Includes Training. Commissioner DiFilippo asked about accreditation. Commissioner Hertzler asked if the Sheriff’s Association has a contract.
- m. **Treasurer’s Office Agreement:** — (Mark Adams)
 - Link Computer Corp. — Added Functionality to Dog Licensing System — (Addendum) – Automation of the licenses - \$8,500.00 – Funded through the Record Improvements Funds.
- n. **Vector Control Grant Agreement:** — (John Bitner)
 - Department of Environmental Protection (DEP) — Surveillance and Zika Virus Control Grant Agreement — Terms of Grant: — July 1, 2016 through June 30, 2017 — Grant Amount: — \$20,178.90 (see attached).

Comprehensive Care Connections: Sandy Gurreri discussed the Approval of Non-binding Letter of Intent to be considered as an Initial Participant in C-3 (Comprehensive Care Connections), a new Legal Entity of P4A to enable AAA's to work collaboratively to contract with and provide services to Managed Care Organizations (see attached). No cost at this time.

Advertising/Background Screening: Elizabeth Bouch discussed the Authorization request to Advertise the Pre-Employment Background Screening Services since the current contract is expiring.

Advertising/Electronics Collection: Kirk Stoner discussed the Authorization request to Advertise a Request for Proposals for an Electronics Collection and Recycling Services. August 15, 2016 is the bid opening date. Commissioner Hertzler mentioned a phone call from a municipal official regarding concerns of no outlet for electronics. He stated that changes need to be made at the legislative level. Commissioner Eichelberger asked if there is a plan B in the case no responses are received to the RFP. Kirk stated that they need to come up with a plan. Commissioner Eichelberger moved to approve advertising for an RFP for electronics collection services. Commissioner Hertzler seconded the motion and it unanimously carried.

Bid Award for CNRC Memorial Garden Construction: Lynette McCulloch discussed the Award of the Landscape and Concrete Sidewalk for the Memorial Garden at Claremont Nursing and Rehabilitation Center, which will be fully funded by the endowment.

- Motion to Award bid for Concrete Sidewalk for the Memorial Garden to **McElwee's Custom Concrete** in the Amount of \$23,500.
- Motion to Award bid for Landscaping for the Memorial Garden to **Davis Landscaping LTD** in the amount of \$60,000.

Commissioners' Liaison Reports

Commissioner DiFilippo:

Library System – Met July 18, 2016.

- The Audit report was approved with no finding of recommendations.
- Ready Rosy is a pilot program for parents to assist in preparing their children for school.
- The switch to Comcast Internet services has been implemented as of July 1, 2016.
- The Finance Committee will be meeting on August 1, 2016 to review their current financial status and review the 2017 Budget. The State Budget does not include any additional funds for Public Libraries; however, State Libraries received 10% increase.

Commissioner Hertzler:

Capital Region Council of Governments – Met on Monday, July 18, 2016.

- Presentations were heard from Bob Reily, Congressman Perry's Deputy Chief of Staff; Dave Black, President/CEO Harrisburg Chamber and CREDC.
- The COG Auction was held on July 20, 2016.
- The August 15, 2016 COG meeting has been canceled, to be replaced with CAPCOG hosting a Regional Firefighters Forum to promote volunteers for first responders organizations throughout the region. The Forum will be held at Harrisburg Area Community College from 6:00 – 9:00 p.m.

Housing & Redevelopment Authority – Met on Thursday, July 21, 2016. They re-elected Officers to the Authority. Tim Whelan is the new Director.

Conservation District – Met Tuesday, July 26, 2016. Staff is preparing for 50 Farm Compliance Inspections, which is part of the new agreement with the State’s Chesapeake Bay Tributary Strategy.

County Commissioners Association of Pennsylvania – The Annual CCAP Conference starts August 7 through 10, 2016. Our County Resolution calling for reform of the Legislative and Congressional Redistricting Process in PA and action to authorize the appointment of an independent and non-partisan citizen’s commission to conduct the redistricting process is on the conference agenda for CCAP memberships to consider.

Commissioner Eichelberger:

Recycling & Waste Authority – No Board meeting was held this month. Thank you to Mechanicsburg Borough for their donation for the August 20, 2016 Household Hazardous Waste Event. A Thank You letter should be prepared and sent to Mechanicsburg Borough Council.

Planning Commission – The Comprehensive Plan update process continues.

MH/IDD - The Human Services Plan was discussed during this meeting.

Economic Development Corporation – They are finalizing their Destination Sales Analysis and implementing recommendations to the Visitor’s Bureau Promotions. A Golf outing fundraiser is scheduled for September 12, 2016 at Carlisle Country Club, with a social event afterwards.

Executive Session: Chief Clerk Thomas reported that there was an Executive Session on July 27, 2016 @ 11:30 a.m. Re: Litigation.

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

Other Business:

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

Respectfully Submitted,

Jennifer Crum
Administrative Specialist