



BOARD OF COMMISSIONERS' AGENDA

Thursday, July 11, 2019, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. MEETING MINUTES

Minutes from the Thursday, June 27, 2019 Board of Commissioners' meeting.

Action: APPROVE the Board of Commissioners' meeting minutes from June 27, 2019.

IV. ACTION ON NON PERSONNEL ITEM(S)

A. Capital Projects – FirstEnergy Application for electric service under the West Penn Power Company's Net Energy Metering Rider. This agreement allows Centre County to connect the proposed solar array to the FirstEnergy/West Penn Power System – Dept. 971.

Action: APPROVE the FirstEnergy application.

B. Correctional Facility – Body Scanner Funding – Dept. 333.

Action: APPROVE the funding sources for the CCCF body scanner.

C. Human Services

Aging – Application to receive additional Corporation for National Community Services (CNCS) grant funding. This is a Federal grant application in the amount of \$7,500 for the Retired Senior Volunteer Program (RSVP) Big Brother/Big Sister Program during the period of April 1, 2019 through March 31, 2020 – Dept. 521.

Action: APPROVE submission of the CNCS grant application.

V. ACTION ON PERSONNEL ITEM(S)

A. Emergency Communications 911 – Consider approval of the appointment for Dalton M. Derugen, on-call/occasional Public Safety Telecommunicator, Emergency Communications 911, (p.c. #22, non-exempt, replacing K. Schmoeller), at SG-N09E(05)--\$15.35/hour, effective July 15, 2019, pay period 15. Salary budget savings for 2019 \$3,852, annualized salary impact for 2020 \$0 – Dept. 354.

B. Human Services

i. Children and Youth – Consider approval of the personnel requisition for full-time Caseworker 1, C&YS, (p.c. #37, non-exempt, replacing R. Lyons), at SG-N11, effective July 11, 2019, pay period 15 – Dept. 511.

ii. MH/ID/EI

1. Consider approval of the appointment for Kristi B. Torres, full-time Caseworker 2, MH/ID, (p.c. #12, non-exempt, replacing W. Strayer), at SG-N12A(01)--\$16.36/hour, effective August 5, 2019, pay period 17. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$7,008, annualized salary savings for 2020 \$11,876 – Dept. 561.

2. Consider approval of the appointment for Laura M. Snyder, full-time Caseworker 2, MH/ID, (p.c. #11, non-exempt, replacing J. Carper), at SG-N12A(01)--\$16.36/hour, effective July 29, 2019, pay period 16. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$9,611, annualized salary savings for 2020 \$1,970 – Dept. 561.

3. Consider approval of the new job description for the position of Assistant Administrator-Behavioral Health Case Management Services, MH/ID, SG-S55, effective July 11, 2019, pay period 15 – Dept. 561.

iii. Drug & Alcohol

1. Consider approval of the change in title for the position of Department Clerk 3 (75), Drug & Alcohol, (p.c. #08, non-exempt) to Department Clerk 3 (DA), Drug & Alcohol, effective July 21, 2019, pay period 16 – Dept. 562.

2. Consider approval of the new job description for the position of Department Clerk 3 (DA), Drug & Alcohol, SG-N08, effective July 21, 2019, pay period 16 – Dept. 562.

3. Consider approval of the personnel requisition for full-time Department Clerk 3 (DA), Drug & Alcohol, (p.c. #08, non-exempt, replacing P. Beightol), at SG-N08, effective July 11, 2019, pay period 15 – Dept. 562.

C. Probation

- i. Consider approval of the new job description for the position of Office Supervisor-Probation, Probation, SG-S45, effective July 11, 2019, pay period 15 – Dept. 301.
- ii. Consider approval of the change in title for the position of Adult Probation Supervisor (PO2), Probation (p.c. #03, exempt) to Adult Probation Supervisor, Probation, effective July 11, 2019, pay period 15. Currently occupied by J. Toner – Dept. 301.
- iii. Consider approval of the change in title for the position of Juvenile Probation Supervisor (PO2), Probation (p.c. #02, exempt) to Juvenile Probation Supervisor, Probation, effective July 11, 2019, pay period 15. Currently occupied by T. Trude – Dept. 301.
- iv. Consider approval of the revisions to the job description for the position of Adult Probation Supervisor, Probation, SG-S54, effective July 11, 2019, pay period 15 – Dept. 301.
- v. Consider approval of the revisions to the job description for the position of Juvenile Probation Supervisor, Probation, SG-S54, effective July 11, 2019, pay period 15 – Dept. 301.
- vi. Consider approval of the revisions to the job description for the position of Court Program Supervisor, Probation, SG-S54, effective July 11, 2019, pay period 15 – Dept. 301.
- vii. Consider approval of the revisions to the job description for the position of Intensive Domestic Violence Probation Officer (PO2), Probation, SG-N15, effective July 11, 2019, pay period 15 – Dept. 301.
- viii. Consider approval of the revisions to the job description for the position of School Based Juvenile Probation Officer (PO2), Probation, SG-N15, effective July 11, 2019, pay period 15 – Dept. 301.
- ix. Consider approval of the revisions to the job description for the position of DUI Coordinator (PO2), Probation, SG-N15, effective July 11, 2019, pay period 15 – Dept. 301.
- x. Consider approval of the revisions to the job description for the position of Intensive Adult Probation Officer (PO2), Probation, SG-N15, effective July 11, 2019, pay period 15 – Dept. 301.
- xi. Consider approval of the revisions to the job description for the position of Specialty Court Coordinator, Probation, SG-N17, effective July 11, 2019, pay period 15 – Dept. 301.
- xii. Consider approval of the revisions to the job description for the position of Specialty Court Probation Officer (PO2), Probation, SG-N15, effective July 11, 2019, pay period 15 – Dept. 301.

- xiii. Consider approval of the revisions to the job description for the position of Community/Corrections Specialist (PO1), Probation, SG-N13, effective July 11, 2019, pay period 15 – Dept. 301.
 - xiv. Consider approval of the revisions to the job description for the position of Probation Officer 1, Probation, SG-N13, effective July 11, 2019, pay period 15 – Dept. 301.
 - xv. Consider approval of the revisions to the job description for the position of Bookkeeper/Clerk (75), Probation, SG-N07, effective July 11, 2019, pay period 15 – Dept. 301.
- D. Human Resources – Consider approval of the personnel requisition for on-call/occasional Office Floater, Human Resources, (p.c. #15, non-exempt, replacing M. Lewis), at SG-N02, effective July 11, 2019, pay period 15 – Dept. 114.
- E. DUI Court – Consider approval of the personnel requisition for full-time TASC Coordinator/DUI Court, DUI Court, (p.c. #27, non-exempt, replacing T. Bowser), at SG-N12, effective retro to June 27, 2019, pay period 14 – Dept. 303.
- F. Employment Report
- VI. REPORT ON JUDICIAL PERSONNEL ITEMS
- VII. REPORT ON ROW OFFICE PERSONNEL ITEMS
- A. Sheriff
- i. Sheriff Bryan Sampsel has approved the change in position for Jeffery Jones, from full-time Security Officer 80%, Sheriff, (p.c. #30, non-exempt), at SG-N08B(02)--\$13.79/hour to part-time Security Officer 40%, Sheriff, (p.c. #22, non-exempt, replacing D. Clouse), effective retro to July 7, 2019, pay period 15. No change in pay rate. Salary budget savings for 2019 \$3,204, annualized salary savings for 2020 \$250 – Dept. 211.
 - ii. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Security Officer, Sheriff, (p.c. #30, non-exempt, replacing J. Jones), at SG-N08, effective July 7, 2019, pay period 15. – Dept. 211.
 - iii. Sheriff Bryan Sampsel has approved the promotion for Richard Hoover, from part-time Security Officer 40%, Sheriff, (p.c. #13, non-exempt), at SG-N08B(02)--\$13.79/hour to full-time Security Officer 80%, Sheriff, (p.c. #30, non-exempt, replacing J. Jones), effective retro to July 7, 2019, pay period 15. No change in pay rate. Salary budget increase for 2019 \$439, annualized salary increase for 2020 \$449 – Dept. 211.
 - iv. Sheriff Bryan Sampsel has approved the personnel requisition for part-time Security Officer, Sheriff, (p.c. #13, non-exempt, replacing R. Hoover), at SG-N08, effective July 7, 2019, pay period 15. – Dept. 211.

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VIII. DISCUSSION ITEMS

- A. SEDA COG – County Per Capita Contribution
- B. Central Pennsylvania Convention and Visitors Bureau Update
- C. Centre Crest Boiler

IX. EXECUTIVE SESSION

X. ADJOURNMENT