



BOARD OF COMMISSIONERS' AGENDA

Thursday, September 19, 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, September 5, 2019 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Thursday, September 5, 2019.*

IV. ACTION ON NON-PERSONNEL ITEMS

A. Proclamation 27 of 2019 – Recognizing the 50th Anniversary of MidPenn Legal Services.

Action: *ADOPT Proclamation 27 of 2019.*

B. Human Resources – Contract with Quest Diagnostics Incorporated to provide independent lab services, lab cards, and information to County health care plan participants. There is no cost for this contract for the period of January 1, 2020 through December 31, 2021 – Dept. 114.

Action: *Add the contract with Quest Diagnostics Incorporated to the Tuesday, September 24 Consent Agenda.*

C. Human Services

i. MH/ID/EI

1. Fiscal Year 2018-2019 Human Services Block Grant Report – Dept. 561.

2. Fiscal Year 2018-2019 Early Intervention Income and Expenditure Report – Dept. 561.

Action: *Add MH/ID/EI items 1-2 to the Tuesday, September 24 Consent Agenda.*

ii. Drug & Alcohol – Waiver request for the Department of Drug and Alcohol Program Service Complement – Dept. 562.

Action: *Add the waiver request to the Tuesday, September 24 Consent Agenda.*

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V. ACTION ON PERSONNEL ITEM(S)

A. Correctional Facility

- i. Consider approval of the change in status/position number for Jason Young from temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt), to full-time Corrections Officer, Correctional Facility, (p.c. #11, non-exempt, replacing D. Watson), effective retro to September 15, 2019, pay period 20. (No change in pay rate) Salary budget savings for 2019 \$2,200, annualized salary savings for 2020 \$24,856 – Dept. 333.
- ii. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt, replacing J. Young), at SG-N10, effective September 19, 2019, pay period 20 – Dept. 333.
- iii. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt, replacing L. Lucas), at SG-N10, effective September 19, 2019, pay period 20 – Dept. 333.
- iv. Consider approval of the Extension #2 for the leave of absence for Thomas Hook, Correctional Facility, (p.c. #84), effective from September 21, 2019, pay period 20 to October 7, 2019, pay period 21 – Dept. 333.

B. Emergency Communications 911

- i. Consider approval of the appointment for Emma J. Hyde, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #15, non-exempt, replacing B. Wise), at SG-N09E(05)--\$15.35/hour, effective October 7, 2019, pay period 21. Salary budget savings for 2019 \$23,253, annualized salary savings for 2020 \$0 – Dept. 354.
- ii. Consider approval of the personnel requisition for full-time Emergency Communications Shift Supervisor, Emergency Communications 911, (p.c. #04, non-exempt, replacing R. Weidel), at SG-S45, effective September 19, 2019, pay period 20 – Dept. 354.

C. Conservation District – Consider approval of the personnel requisition for full-time Department Clerk 3 (80), Conservation District, (p.c. #10, non-exempt, replacing P. Fornicola), at SG-N08, effective September 19, 2019, pay period 20 – Dept. 822.

D. Adult Services – Consider approval of the revisions to the job description for the position of Housing Program Specialist, Adult Services, SG-S51, effective September 19, 2019, pay period 20 – Dept. 501.

E. Human Resources – Employment Report

II. REPORT ON JUDICIAL PERSONNEL ITEMS

A. President Judge Pamela Ruest has approved the personnel requisition for full-time Hearing Officer, Domestic Relations, (p.c. #14, non-exempt, replacing M. Buckley), at SG-N14, effective retro to September 10, 2019, pay period 19 – Dept. 281.

B. President Judge Pamela Ruest has approved the personnel requisition for full-time School Based Juvenile Probation Officer-PO2, Probation, (p.c. #24, non-exempt, replacing B. Lewis), at SG-N15, effective retro to September 10, 2019, pay period 19 – Dept. 301.

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C. President Judge Pamela Ruest has approved the personnel requisition for Magisterial District Court Secretary, MDJ-Prestia, (p.c. #07, non-exempt, replacing S. Wilcox), at SG-N08, effective retro to September 17, 2019, pay period 20 – Dept. 251.

- VI. REPORT ON JUDICIAL PERSONNEL ITEMS
- VII. REPORT ON ROW OFFICE PERSONNEL ITEMS
- VIII. DISCUSSION ITEMS
- IX. EXECUTIVE SESSION REPORT
- X. ADJOURNMENT