



## BOARD OF COMMISSIONERS' MINUTES

Thursday, June 18, 2020, 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was convened at 10:15 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Steven Dershem, Administrator Margaret Gray, Executive Office Supervisor Natalie Smith, Director of Financial Management Tom Martin, and Controller Jason Moser.

County personnel present included Sheriff Bryan Sampsel, Prothonotary Jeremy Breon, and Travis Walker.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. MEETING MINUTES

Minutes from the Thursday, June 11, 2020 Board of Commissioners' Meeting.

*Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from June 11, 2020.*

### IV. COVID-19 PLANNING AND RESPONSE

#### A. Personnel

- i. Correctional Facility – On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Kevin Jeirles, Counselor, Correctional Facility, from reduced hours furlough to regular full-time status effective retro to June 21, 2020, pay period 14 - Dept. 333.
- ii. Planning – On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Diana Griffith, Senior Planner 1-Ag Preservation Coordinator, from reduced hours furlough to regular full-time status effective June 22, 2020, pay period 14 - Dept. 151.
- iii. Records Management – On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the reinstatement of Tracy Martin, Records Management Supervisor, from reduced hours furlough to regular full-time status effective June 22, 2020, pay period 14 - Dept. 143.

Commissioner Dershem asked when the Courthouse will resume activity. Prothonotary Jeremy Breon and Sheriff Sampsell confirmed that a jury selection may be scheduled in August.

- B. Sheriff – On a motion by Sheriff Bryan Sampsel, seconded by Commissioner Dershem, the Board voted unanimously to approve On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the authorization to fill the currently vacated and furloughed positions of Security Officer, (p.c. #23, 39, 40), effective June 18, 2020, pay period 13 – 211.

V. PERSONNEL ITEMS

On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve items A-B.

A. Correctional Facility

- i. Appointment for Jessica A. Kephart, full-time Kitchen Supervisor, Correctional Facility, (p.c. #122, non-exempt, replacing M. Summers), at SG-N08A(01)–\$13.52/hour, effective June 29, 2020, pay period 14. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$12,985, annualized salary savings for 2021 \$16,266 - Dept. 333.
- ii. Personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #92, non-exempt, replacing A. Ehrenzeller), at SG-N10, effective retro to June 15, 2020, pay period 13– Dept. 333.

B. Children & Youth Services

- i. Consider approval of the personnel requisition for full-time Caseworker 2, C&YS, (p.c. #24, non-exempt, replacing M. Tobias), at SG-N13, effective retro to June 9, 2020, pay period 13– Dept. 511.
- ii. Consider approval of the personnel requisition for full-time Caseworker 2, C&YS, (p.c. #33, non-exempt, replacing S. Lannen), at SG-N13, effective retro to June 9, 2020, pay period 13– Dept. 511.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

President Judge Pamela Ruest has approved the personnel requisition for full-time Hearing Officer, Domestic Relations, (p.c. #14, non-exempt, replacing M. Williamson), at SG-N15, effective retro to June 11, 2020, pay period 13 – Dept. 281.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

Housing – On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the satisfaction piece for Jason S. and Christine J. Bair for the premises located at 226 South Hoffer Avenue, Centre Hall – Dept. 815.

IX. CONSENT AGENDA

BOARD OF COMMISSIONERS' MINUTES

THURSDAY, JUNE 18, 2020

PAGE 3

X. DISCUSSION ITEMS

Commissioner Dershem asked Administrator Margaret Gray to provide an overview of the COVID19 County Relief Block Grant Application. The application was submitted yesterday, Wednesday, June 17 with confirmation from the Department of Community and Economic Development that it was received. The application can be viewed on the County website.

XI. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XII. PUBLIC MEETING SCHEDULE

Thursday, June 18, 2020

Board of Commissioners/Salary Board – 10:00 AM – Virtual

BOC Work Session – 1:30 PM - Virtual

Tuesday, June 23, 2020

Board of Commissioners– 10:00 AM – Room 146WB

Thursday, June 25, 2020

Prison Board of Inspectors – 8:00 AM – Virtual

Finance Committee – 9:00 AM - Virtual

Board of Commissioners/Salary Board – 10:00 AM – Virtual

Retirement Board – 11:00 AM- Virtual

XIII. QUESTIONS FROM THE PRESS

XIV. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:19 AM.

ATTEST:

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Margaret N. Gray  
Administrator