



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, August 20, 2019, 10:00 A.M.

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

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### I. CALL TO ORDER

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Chairman Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator, Margaret Gray, Deputy Administrator Bob Jacobs, and Executive Office Supervisor Natalie Smith.

County personnel present included Karri Hull, Jessica Herren, Jeff Wharran, Mike Bloom, Chad Joyce, and Chuck Witmer.

Guests present included Denise Sticha, Melissa Hombosky, and Tom King.

Representatives from the news media included Chris Morelli, Marley Parish, and Evan Hinkley.

CNET staff were present.

### III. 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.

### IV. MEETING MINUTES

Minutes from the Tuesday, August 13, 2019 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from August 13, 2019.*

### V. PROCLAMATIONS

- A. Proclamation No. 21 of 2019 – Commissioner Higgins explained that gastroparesis is a debilitating disorder characterized by severe pain, nausea, and vomiting, which affects an estimated 5 million Americans with no known cure.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 21 of 2019, proclaiming August 2019 as Gastroparesis Awareness Month.*

- B. Proclamation No. 22 of 2019 – Director of Criminal Justice Planning Karri Hull joined the Board with Jessica Herren. They came before the Board in recognition of August 31, 2019 as Overdose Awareness Day and September 2019 as National Recovery Month. Karri announced that the Centre County HOPE Initiative has several events planned including placement of purple ribbons throughout the community and lighting the Courthouse and Talleyrand Park purple to honor the lives lost to overdose, to spread awareness of substance use disorders and spread the message that treatment is effective and recovery is possible. On Thursday, August 29, a candlelight remembrance ceremony will be held at the Courthouse. New this year, artwork by those affected will be displayed at the Nittany Mall from September 23 through September 30. Since 2015, in Pennsylvania 17,899 individuals have lost their lives to drug overdose with 69 in Centre County. Commissioner Dershem added that Centre County is making great strides and seeing some success in reducing overdose deaths, with only two recorded so far this year.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 22 of 2019.*

#### VI. REQUEST FOR PROPOSALS

- A. Facilities – Deputy Administrator Bob Jacobs requested that the Board re-advertise the RFP for the RFP – Card Access Controls System Upgrade Project. The proposal will remain the same with the addition of prevailing wage rates and separation of labor and materials within the submission. The advertisement will run September 5 and September 9, with the Proposal available on September 3 - Dept. 161

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to reject submissions from the RFP – Card Access Controls System Upgrade Project and authorize re-advertisement.*

- B. Planning – Assistant Director of Planning and Community Development Mike Bloom reported that one proposal was received in response to the RFP – Design/Replacement of Holt Memorial Library HVAC System. Mike requested that the Board authorize contract negotiations with Joseph C. Hazel of Bellefonte - Dept. 151

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table RFP – Design/Replacement of Holt Memorial Library HVAC System for contract negotiations.*

#### VII. CONTRACTS

- A. Planning – Assistant Director Mike Bloom requested the Board table the cooperative agreements for the Keystone Communities Grant for revisions by the Mountaintop Regional Water Authority Solicitor and a change in scope for the Haines-Woodward Municipal Water Authority project.

- i. Cooperative agreement with the Mountaintop Regional Water Authority to receive a reimbursement in the amount of \$34,000 through the Keystone Communities Grant for installation of a meter pit vault and other system upgrades – Dept. 151.
- ii. Cooperative agreement with the Haines-Woodward Municipal Authority to receive a reimbursement in the amount of \$14,000 through the Keystone Communities Grant for testing/development of a secondary water source – Dept. 151.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the cooperation agreements with the Mountaintop Regional Water Authority and the Haines-Woodward Municipal Authority.*

- B. Emergency Management – Director Jeff Wharran presented the U.S. Department of Homeland Security 2019 State Homeland Security Grant Agreement with the Pennsylvania Emergency Management Agency (PEMA). This grant is for the South Central Mountain Terrorism Task Force, which covers an eight county region. This grant provides funding necessary for equipment and training of first responders. The total grant is \$452,068, which is Federally funded for the period of September 1, 2019 through August 31, 2022 – Dept. 351.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the grant agreement with PEMA to next week's Consent Agenda.*

- C. Information Technology Services – Chief Information and Records Officer Chad Joyce presented the following items:

- i. Contract renewal with O'Neil Software, Inc. for annual licensing of the software in Records Management to assist with the tracking of County records using a barcode scanning system. The contract total is \$2,034.88 for the period of October 12, 2019 through October 11, 2020– Dept. 142.
- ii. Contract renewal with Acordex Imaging + Mobile to provide support for the WEBIA image viewer. The contract total is \$540 for the period of July 6, 2019 through July 5, 2020 – Dept. 142.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewals with O'Neil Software, Inc. and Acordex Imaging + Mobile to next week's Consent Agenda.*

- D. Human Services – Human Services Administrator and Director of MH/ID/EI – D&A Natalie Corman presented the following items:

- i. Aging – Contract renewal with Katherine Haar to provide consultant dietician services for the congregate and home delivered meal program. The contract total is \$5,700, which is funded as follows: Federal \$2,850 and State \$2,850 for the period of August 15, 2019 through August 14, 2022 – Dept. 521.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Katherine Haar to next week's Consent Agenda.*

ii. MH/ID/EI – D&A

1. Contract with Clinton Ripka to provide emergency services to include constable transportation. The contract total is not to exceed \$25,000, which is funded as follows: State \$23,848 and County \$1,152 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
2. Miscellaneous Order from the Office of the Director of Finance for the City of Philadelphia to allow for reimbursement of service provisions and costs for mental health hearings of Philadelphia County residents incarcerated at Rockview State Correctional Institute. The Miscellaneous Order is reimbursement in an amount not to exceed \$14,500 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
3. Contract renewal with State College Medical to provide drug and alcohol outpatient services to include methadone maintenance. The contract total is \$20,000, which is funded as follows: State \$19,078 and County \$922 for the period of July 1, 2019 through June 30, 2020 – Dept. 562.
4. Contract renewal with The ARC of Centre County to provided intellectual disability services that include community residential, supported employment, home and community, and companion services. The contract total is \$144,713, which is funded as follows: State \$138,042 and County \$6,671 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
5. Contract renewal with Community Services Group to provide mental health services that include facility based and community based psychiatric rehabilitation, community residential rehabilitation, and outpatient ( psychiatric evaluation, tele-psychiatric services, individual and group psychotherapy). The contract total is \$489-759, which is funded as follows: State \$467,181 and County \$22,578 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add MH/ID/EI – D&A items 1-5 to next week's Consent Agenda.*

- E. Controller – Controller Chuck Witmer reviewed the Letter of Engagement with Baker Tilly Virchow Krause LLP to conduct an annual audit, required by PennDOT, focusing on financial and service operations for the Centre County Transportation Department. The original contract presented to the Board on July 30, 2019 was estimated at \$8,000-10,000. After discussion, the Board requested the Controller's Office renegotiate with Baker Tilly to attain a rate more comparable to the previous auditor Maher Duessel. Today, Chuck presented the Board with a contract in the

amount of \$6,500. Commissioner Pipe suggested in the future, auditing services for the Countywide and Transportation audit be included in one scope. Chuck noted that Section 1702 of the County Code permits the Controller to comment on the request for proposals and the contract, if the Board enters into a contract for auditing services. He added that the Finance Committee has performed the review and provided recommendations with the previous request for proposals. Commissioner Dershem agreed that both auditing services should be included under the umbrella of one request for proposals in the future – Dept. 125.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Letter of Engagement, of \$6,500 firm price, with Baker Tilly Virchow Krause LLP to next week's Consent Agenda.*

VIII. LETTER OF SUPPORT

IX. CONSENT AGENDA

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve this week's Consent Agenda.*

- A. Correctional Facility – Contract renewal with The Penn State Psychological Clinic to provide services to staff and those incarcerated at the correctional facility for three hours per week for 45 weeks. The contract rate is \$125 per hour and will be provided as a Penn State In-Kind Service in the amount of \$16,875 for the period of January 1, 2020 through December 31, 2020 – Dept. 333.
- B. Criminal Justice Planning – Agreement with Nittany Centre Realty LLC to display art work for the Recovery and Art show that will be held September 23 through September 30, 2019 in honor of National Recovery Month. A vacant storefront space will be provided at no cost – Dept. 306.
- C. Emergency Communications - Contract with Onsolve, LLC, formerly Emergency Communications Network, Inc. to provide CodeRed service. CodeRed is used to deliver emergency and non-emergency messages to recipients with pre-selected households and businesses. The contract total is \$9,500 and adds unlimited texting at no additional charge for the period of January 1, 2019 through December 31, 2019 - Dept. 354.
- D. Elections – Contract renewal with Pitney Bowes for maintenance of the DF800 Folder. The contract total is \$554.04 for the period of September 1, 2019 through August 31, 2020 – Dept. 131.
- E. Information Technology Services – Contract renewal with Dell EMC to provide support for the 911 CAD VM cluster and VM license. The contract total is \$1,285.09 for the period of August 23, 2019 through August 22, 2020 – Dept. 142.

F. Probation

- i. Contract with BI Incorporated to provide electronic monitoring service for adult and juvenile offenders. The contract total is estimated at \$55,000 for a one-year period and will renew automatically for succeeding periods of one year unless otherwise terminated as provided – Dept. 301.
- ii. Contract with Project Point of Light, Inc. to pay sexually violent predator counseling fees for indigent offenders. The contract total is \$120 for the period of October 1, 2019 through December 31, 2019 – Dept. 301.

G. Human Services

- i. Transportation - Medical Assistance Transportation Program (MATP) fourth quarter report for Fiscal Year 2018-2019 – Dept. 531.
- ii. Fiscal Year 2019-2020 Human Services Block Grant Plan. This plan outlines the services and spending for providers in the Mental Health, Intellectual Disabilities, Drug & Alcohol and Adult Services Programs. The total is \$6,068,785, which is funded as follows: State \$5,807,791 and County \$260,994 for the period of July 1, 2019 through June 30, 2020 – Dept. 521.
- iii. Adult Services
  1. Contract Addendum with Housing Transitions, Inc. to increase the Homemaker Services Planning Case Management program allocation from \$19,529 to \$26,534, which is State funded for the period of July 1, 2018 through June 30, 2019 – Dept. 501.
  2. Contract Addendum with Central Pa Community Action to increase the annual State Food Purchase Program (SFPP) allocation from \$88,146.39 to \$90,644.09, which is State funded for the period of July 1, 2018 through June 30, 2019. The increase is due to a fifth payment from the Pennsylvania Department of Agriculture – Dept. 501.
- iv. Aging – Contract with Stacy Garbrick to provide cleaning services at the Penns Valley/Centre Hall Senior Center up to two times per week for an estimated two hours per week. The contract total is \$4,329.36 for the period of August 20, 2019 through August 19, 2022 – Dept. 521.
- v. MH/ID/EI – D&A
  1. Contract Addendum No. 1 with Strawberry Fields, Inc. to provide additional mental health peer support, community residential targeted case management, and housing support services in the amount \$45,416. This increases the contract total from \$1,129,201 to \$1,174,617, which is funded as follows: State \$1,120,467 and County \$54,150 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

2. Contract Addendum No. 2 with Cen-Clear Child Services, Inc. to provide additional early intervention services in the amount of \$12,000. This increases the contract total from \$78,000 to \$90,000, which is funded as follows: State \$81,000 and County \$9,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
3. Contract Addendum No. 2 with Central Intermediate Unit #10 to provide additional early intervention services in the amount of \$4,000. This increase the contract total from \$8,000 to \$12,000, which is funded as follows: State \$10,800 and County \$1,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
4. Service agreement with The Behavioral Health Alliance of Rural Pennsylvania to allow BHARP to provide system of care activities to include neurologic trauma training for school district personnel. There is no cost associated with this agreement for the period of August 1, 2019 through September 29, 2019 – Dept. 561.
5. Contract renewal with The Penn State Psychological Clinic to provide mental health services that include outpatient (psychiatric evaluation/medication review, individual psychotherapy, psychological testing, and neuro-psych testing) and community service consultation. The contract total is \$30,000, which is funded as follows: State \$28,617 and County \$1,383 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
6. Contract renewal with Susquehanna Software, Inc. to provide quarterly CCRI submission, annual maintenance, custom programming, quarterly HCSIS SC Tracker maintenance, and quarterly SC Pelican maintenance. The contract total is estimated at \$41,500, which is funded as follows: State \$39,587 and County \$1,913 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
7. Contract renewal with Alan Sementelli to provide emergency services that include constable transportation. The contract total is estimated at \$25,000, which is funded as follows: State \$23,848 and County \$1,152 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
8. Letter of Agreement with Sunny Days Adult Daily Living Center to provide intellectual disability services that include community based in home and community supports, community participation, and companion services. The contract total is \$30,500, which is funded as follows: State \$29,094 and County \$1,406 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

9. Contract renewal with Care for People Plus, Inc. to provide intellectual disability services that include community based –in home supports, companion services, homemaker/chore services, and respite care. The contract total is \$17,000, which is funded as follows: State \$16,216 and County \$784 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
10. Contract renewal with Strawberry Fields, Inc. to provide mental health services that include peer support, community residential rehabilitation, targeted case management, and housing support. The contract total is \$1,134,201, which is funded as follows: State \$1,081,914 and County \$52,287 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
11. Contract renewal with Jennifer Hockman to provide intellectual disability services that include certified and Pennsylvania State registered interpretive services. The contract total is \$4,000, which is funded as follows: State \$3,816 and County \$184 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
12. Contract renewal with The Advocacy Alliance to provide incident management intellectual disability services and mental health services, which include representative payee and provision of consumer/family satisfaction team surveys. The contract total is \$18,000, which is funded as follows: State \$17,170 and County \$830 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
13. Contract renewal with Skills, Inc. to provide mental health services that include vocational rehabilitation, psychiatric rehab, peer support, and community employment; intellectual disability services that include supported employment, community based services, and community participation services. The contract total is \$250,000, which is funded as follows: State \$238,475 and County \$11,525 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

X. ADMINISTRATOR'S REPORT

- A. Administrator Margaret Gray announced the formation of a Mental Health Task Force with the Borough of State College. The mission is to recommend enhancements to, and identify strengths of, the mental health crisis delivery system in Centre County. The Task Force will examine mental health crisis services including: mobile crisis services, delegate crisis services, involuntary commitment warrant procedures, police officers' role in responding to mental health calls and 302 warrant procedures, emergency department procedures, and post- emergency department services. It will be comprised of 30 individuals that will delivery periodic updates to both the Centre County Board of Commissioners and the State College Borough Council.

XI. ACT 13



XII. LIQUID FUELS

Assistant Director of Planning and Community Development Mike Bloom introduced the 2020 Centre County Liquid Fuels Program. He plans to send notifications to local municipalities by early next week to allow discussion during their September and October meetings. Submissions will be due to Mike no later than Friday, October 25. Mike will then review proposals with PennDOT and County staff and recommendations will be presented to the Board on Tuesday, November 19. The Board will take final action on Tuesday, December 3. Commissioner Pipe requested that Mike include in the notification that the PennDOT Multimodal Transportation Grant is open for applications and will be closing in October. He would like to ask municipalities, if the County were to submit an application to repair bridges that border structural deficiency, how much funding would they be willing or able to contribute.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve commencement of the 2020 Centre County Liquid Fuels Program including attachment of the multimodal fund grant packets including a letter asking the municipalities what funds they would be able to commit to borderline bridges.*

XIII. CHECK RUN

Commissioner Higgins reported the check of the week was to Galiker Dairy Company in the amount of \$1,009.42. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$867,377.45 dated August 16, 2019.

XIV. DISCUSSION ITEMS

XV. C-NET REQUESTS

XVI. RECOGNITION

XVII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,247 registered voters in Centre County. The precinct of the week is #45 Curtin North with 49 registered voters. In the Primary Election there were 29 ballots cast for a voter turnout of 40.82%.

B. Announcements

- i. Melissa Hombosky of Downtown Bellefonte, Inc. announced the next Bellefonte Under the Lights event that will be held on Friday, September 6 along the waterfront in Bellefonte. The event features Bellefonte vendors and is expected to bring at least \$20,000 back to the community. For the last event, there were 400 tickets sold. This year's event allowed for 800 ticket sales, which are almost sold out.
- ii. Centre County Government Offices will be closed on Monday, September 2 in observance of Labor Day.

XVIII. EXECUTIVE SESSION REPORT

There were no Executive Sessions to report.

XIX. PUBLIC MEETING SCHEDULE

Tuesday, August 20, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, August 22, 2019

BOC/Salary Board - 10:00 AM - Room 146WB

Tuesday, August 27, 2019

BOC Meeting- 10:00 AM - Room 146WB

Employee Benefits Trust - 11:00 AM - Room 146WB

Thursday, August 29, 2019

Finance Committee - 9:00 AM - Room 146WB

BOC Meeting- 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB

XX. BID / PROPOSAL SCHEDULE

Tuesday, August 20, 2019

RFP - Card Access Controls System Upgrade Project - Contract Award

Tuesday, August 20, 2019

RFP - Design/Replacement of Holt Memorial Library HVAC - Contract Award

XXI. ELECTION ANNOUNCEMENTS

Monday, October 7, 2019

Last day to REGISTER before the November election.

Tuesday, October 29, 2019

Last day to apply for a civilian absentee ballot.

XXII. QUESTIONS FROM THE PRESS

XXIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:4 AM.

ATTEST:

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Margaret N. Gray  
Administrator