



BOARD OF COMMISSIONERS' AGENDA

Thursday, June 11, 2020, 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 4, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from June 4, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

A. Personnel

- i. Correctional Facility – Consider approval of the reinstatement of C. Kay Woodring-Shearer, Records Specialist, from full time furlough to reduced hours furlough status effective June 14, 2020, pay period 13 - Dept. 333
- ii. Emergency Communications 911 - Consider approval of the extension of furlough of Dulcie Hollobaugh, Addressing & Communication Generalist, through July 3, 2020, pay period 14 - Dept. 354.
- iii. Transportation
 1. Consider approval of the extension of furlough of Rhonda Kelly, Department Clerk 3, through July 10, 2020, pay period 13 - Dept. 531
 2. Consider approval of the extension of furlough of Thomas Burger, Vehicle Operator, through July 10, 2020, pay period 13 - Dept. 531
 3. Consider approval of the extension of furlough of Vernon Wallace, Vehicle Operator, through July 10, 2020, pay period 13 - Dept. 531
 4. Consider approval of the extension of furlough of Susan Warner, Vehicle Operator, through July 10, 2020, pay period 13 - Dept. 531

5. Consider approval of the extension of furlough of Pam Witherite, Vehicle Operator, through July 10, 2020, pay period 13 - Dept. 531

Action: APPROVE personnel requests from department heads and elected officials.

- iv. Consider extension of temporary furloughs/partial reduction of hours for non-Court related offices.

V. PERSONNEL ITEMS

A. Human Services

i. Aging

1. Consider approval of the revised appointment for Stacy L. Ayers, full-time Aging Care Manager 2, Aging, (p.c. #05, non-exempt, replacing W. Goodyear), at SG-N12A(01)--\$16.36/hour, effective June 22, 2020, pay period 14. Salary budget savings for 2020 \$17,020, annualized salary savings for 2021 \$4,037 - Dept. 521.
2. Consider approval of the revised appointment for Amber Reese, full-time Aging Manager II, Office of Aging, (p.c. #11, non-exempt, replacing L. Zettle), at SG-N12A(01)--\$16.36/hour, effective June 22, 2020, pay period 14. Salary budget savings for 2020 \$24,082, annualized salary savings for 2021 \$19,422 - Dept. 521.

ii. Children and Youth Services

1. Consider approval of the promotion/change in title for Erin Long from full-time Caseworker 1, C&YS, (p.c. #14, non-exempt), at SG-N11B(02)--\$15.90/hour to full-time Caseworker 2, C&YS, (p.c. #14, non-exempt), at SG-N13A(01)--\$17.15/hour, effective retro to June 7, 2020, pay period 13. Salary budget impact for 2020 \$956, annualized salary increase for 2021 \$2,438 - Dept. 511.
2. Consider approval of the promotion/change in title for Tyrus Lundy from full-time Caseworker 1, C&YS, (p.c. #28, non-exempt), at SG-N11B(02)--\$15.90/hour to full-time Caseworker 2, C&YS, (p.c. #28, non-exempt), at SG-N13A(01)--\$17.15/hour, effective retro to June 7, 2020, pay period 13. Salary budget impact for 2020 \$2,783, annualized salary increase for 2021 \$2,438 - Dept. 511.

- B. Correctional Facility - Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt, replacing G. Webb), at SG-N10, effective retro to June 2, 2020, pay period 12- Dept. 333.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

Information Technology Services – Amendment to the contract with Pentamation Enterprises, Inc. to provide application software and services. This amendment is to migrate from FinancePLUS software to Superior's cloud-based Finance Pro Advanced SaaS subscription. There is a one-time project cost that is not to exceed \$72,000. The contract is \$48,265 per year for a total of \$313,325 with an annual increase not to exceed 5% for the period of July 1, 2020 through June 30, 2025 – Dept. 142.

Action: Add the amendment to the contract with Pentamation Enterprises, Inc. to the June 16 Consent Agenda.

IX. CONSENT AGENDA

X. DISCUSSION ITEMS

Cleaning Proposal

XI. EXECUTIVE SESSION REPORT

XII. PUBLIC MEETING SCHEDULE

Thursday, June 11, 2020

Prison Board of Inspectors – 8:00 AM - Virtual

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

Retirement Board – 11:00 AM - Virtual

Tuesday, June 16, 2020

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

Thursday, June 18, 2020

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

XIII. QUESTIONS FROM THE PRESS

XIV. ADJOURNMENT