



BOARD OF COMMISSIONERS' AGENDA

Thursday, September 3, 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, August 27, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from August 27, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

- A. County Relief Block Grant Update
- B. CARES Act Allocation to Mount Nittany Medical Center
- C. Personnel

Records Management - Consider approval of the reinstatement of Paige Fyock, Receiving Clerk, from part-time furlough to regular full-time status effective September 8, 2020, pay period 20 – Dept. 143.

V. PERSONNEL ITEMS

- A. Adult Services – Consider approval of extension #2 for the leave of absence for Debra Homan, Assistant Director Adult Services, Adult Services, (p.c. #02), effective August 18, 2020, pay period 18 to (estimated) September 16, 2020, pay period 20 – Dept. 501.
- B. Correctional Facility - Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #70, non-exempt, replacing D. Smith Sr.), at SG-N10, effective retro to August 25, 2020, pay period 18– Dept. 333.

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- C. Elections – Consider approval of the personnel requisition for on-call/occasional Senior Advisor, Elections, (p.c. #07, non-exempt, new), at SG-S54, effective September 4, 2020, pay period 19– Dept. 131.
- D. Tax Assessment - Consider approval of the personnel requisition for full-time Department Clerk 2 (75), Tax Assessment, (p.c. #07, non-exempt, replacing M. Evock), at SG-N06, effective September 3, 2020, pay period 19– Dept. 121.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

MDJ State College II 49-3-05

- i. President Judge Pamela Ruest has approved the personnel requisition for full-time Office Supervisor 2, MDJ-Lachman, (p.c. #18, non-exempt, replacing J. Davy), at SG-S45, effective September 1, 2020, pay period 19 – Dept. 257.
- ii. President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Lachman, (p.c. #08, non-exempt, replacing C. Evans), at SG-N08, effective September 1, 2020, pay period 19 – Dept. 257.
- iii. President Judge Pamela Ruest has approved the lateral transfer/change in department for Thedy Hagenbuch, from MDJ-McClain, (p.c. #09, non-exempt) to MDJ-Lachman, (p.c. #08, non-exempt, replacing C. Evans), effective September 8, 2020, pay period 19. (No change in pay rate) Salary impact for 2020 \$1,625, annualized salary impact for 2021 \$4,037 - Dept. 257.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

- A. Court Administration – Function Agreement with The Pennsylvania State University for use of The Penn Stater Hotel and Conference Center for jury selection – Dept. 271.
- B. Elections – Function Agreement with The Pennsylvania State University for use of The Penn Stater Hotel and Conference Center for use of the Penn Stater for the November General Election – Dept. 131.

IX. DISCUSSION ITEMS

X. EXECUTIVE SESSION REPORT

XI. QUESTIONS FROM THE PRESS

XII. ADJOURNMENT