



## BOARD OF COMMISSIONERS MINUTES

Tuesday, February 7, 2023 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 Board of Commissioners was convened at 10:00 AM by Chair of the Board Mark Higgins.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr., and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Norm Spackman, and Chad Joyce.

Guests present included Jennilyn Schuster

Representatives from the news media included Breanna Hanley.

C-NET staff were present.

### III. PUBLIC COMMENT

There were no comments received from the public.

### IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners and Work Session Meetings held on January 31, 2023.

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meetings held on January 31, 2023.*

### VI. CONTRACTS – AUTHORIZATION

#### A. 911 Emergency Communications

Norm Spackman asked the Board to approve the following items:

- i. Contract renewal with Biddle Consulting Group, Inc. to provide a license to continue using CriteCall as a testing tool to test applicants who apply for our Public Safety Telecommunicators position to determine if they can move forward in the hiring process. 911 has been using this testing since November 2016 and it has proven to be a useful tool in the hiring process. The contact total is \$3,995 for the period of April 23, 2023 to April 22, 2024 – Dept 354.

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- ii. Contract renewal with weatherTAP to provide real time weather activity forecasting. This service allows for real time weather radar to be monitored 24/7 in our Communications Center. The contract total is \$296.47 for the period of April 4, 2023 to April 3, 2024 – Dept 354.

Commissioner Dershem suggested that our Administrator John Franek Jr. should have access to the weatherTAP subscription as well, which could be useful for the County.

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the 911 Emergency Communications items i-ii to next week’s Consent Agenda.*

**VII. CONSENT AGENDA**

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve this week’s Consent Agenda.*

- A. 911 Emergency Communications – Contract with Prepared Emergency Communications Service (Prepared Live) of Invictus to provide web-based access through the Rapid SOS portal providing new technology for 9-1-1 dispatchers to interact with 9-1-1 callers by text for 9-1-1- hang ups. Dispatchers can also request photos and video from callers for critical incidents proprietary technology solutions including proprietary web applications and other software. This is a subscription-based service with no cost to the County for the period of February 7, 2023 to February 6, 2024 – Dept 354.
- B. Information Technology Services – Contract with CDW-G to provide an advanced server management software called vCenter that provides a centralized platform for controlling VMware environments. The contract total is \$7,443.70 for the period of February 7, 2023 to February 6, 2024 – Dept 142.

-----END OF CONSENT-----

**VIII. AUTHORITIES, BOARDS AND COMMISSIONS**

| <b>ABC</b>   | <b>NAME</b>                      | <b>ACTION</b> | <b>Term</b>                          |
|--|----------------------------------|---------------|--------------------------------------|
| Ag Land Preservation Board                               | Michael Pipe                     | Resignation   | January 1, 2023 – January 14, 2023   |
| Ag Land Preservation Board                               | Amber Concepcion                 | Appointment   | February 7, 2023 – December 31, 2023 |
| Centre County Metropolitan Planning Organization (CCMPO) | Michael Pipe                     | Resignation   | January 1, 2022 – January 14 ,2023   |
| Centre County Metropolitan Planning Organization (CCMPO) | Amber Concepcion                 | Appointment   | February 7, 2023 – December 31, 2023 |
| Children and Youth Services Advisory Board               | Michael Pipe<br>(Ex-Officio)     | Resignation   | January 1, 2023 – January 14, 2023   |
| Children and Youth Services Advisory Board               | Amber Concepcion<br>(Ex-Officio) | Appointment   | February 7, 2023 – December 31, 2023 |
| Higher Education Authority                               | Joseph Doncsecz                  | Resignation   | January 1, 2007 –                    |

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|  |                  |                         | December 30, 2022                       |
| MH/ID Advisory Board   | Michael Pipe     | Resignation             | January 1, 2023 –<br>January 14, 2023   |
| MH/ID Advisory Board   | Amber Concepcion | Appointment             | February 7, 2023 –<br>December 31, 2023 |
| Public Safety Training Center<br>Advisory Board              | Amber Concepcion | Appointment as<br>Chair | February 7, 2023 –<br>December 31, 2023 |
| Headwaters Resource<br>Conservation & Development<br>Council | Ray Stolinas     | Reappointment           | February 7, 2023 –<br>December 31, 2024 |
| Headwaters Resource<br>Conservation & Development<br>Council | Diana Griffith   | Reappointment           | February 7, 2023 –<br>December 31, 2024 |

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC appointments, reappointments, and resignations.*

**IX. C-NET REQUESTS**

Commissioner Higgins asked the Board to approve the sponsorship for the taping of five programs for The Central Pennsylvania Civil War Round Table during the year 2023.

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the CNET sponsorship for The Central Pennsylvania Civil War Round Table.*

**X. CHECK RUN**

Check run in the amount of \$844,499.10 dated February 3, 2023.

**Action:** *On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated February 3, 2023.*

**XI. ADMINISTRATOR'S REPORT**

**XII. REPORTS – ANNOUNCEMENTS**

**A. Voter Registration Report**

Commissioner Dershem reported a total of 99,794 registered voters in Centre County. The Precinct of the week is Precinct #97 Ferguson West Central with a total of 1,477 registered voters and in the last Election there were 1,054 ballots cast for a voter turnout of 71.36%.

**B. Announcements**

- i. Jennilyn Schuster of Downtown Bellefonte Inc. stated Bellefonte Springboard has been in business for six years. The event tomorrow is open for the public for the Bellefonte SpringBoard kick-off party on February 8, 2023 from 4 to 6 PM at their

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new location, 221 W. High St. Suite 1300 Bellefonte, PA.

Jennilyn stated the new location will not only accommodate the employees but also local entrepreneurs and the Bellefonte community. Commissioner Higgins stated the special guest at this event will be Lt. Governor Austin Davis.

- ii. Centre County Government Offices will be closed on Monday, February 20, 2023 in observance of President's Day.

XIII. EXECUTIVE SESSION REPORT

Administrator John Franek Jr. stated there is no Executive Session to report but there is a need to hold an Executive Session following this meeting to discuss personnel matters.

XIV. PUBLIC MEETING SCHEDULE

**Thursday, February 9, 2023**

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

**Tuesday, February 14, 2023**

Board of Commissioners – 10 AM – Willowbank 146

Work Session – 11 AM – Willowbank 146

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to move into Executive Session at 10:29 AM to 10:53 AM and adjourned the meeting at 10:53 AM.

ATTEST: \_\_\_\_\_

John Franek Jr.

Administrator