



BOARD OF COMMISSIONERS' AGENDA

Thursday, February 11, 2021, 10:00 A.M.

Zoom - www.centrecountypa.gov/virtual

I. CALL TO ORDER

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

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Executive Office Supervisor Natalie Smith, Staff Assistant Jill Savage, Director of Human Resources Kristen Simkins, Human Resource Analyst Geri Sorgen and Controller Jason Moser.

County Personnel present included Human Service Administrator Natalie Corman, Chad Joyce and Ken Pendleton.

Guests present included guest and 8145481055.

Representatives from the news media included Peyton Kennedy, Geoff Rushton and Marley Parish.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, January 28, 2021 Board of Commissioners' Meeting.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from January 28, 2021 Board of Commissioners' Meeting.*

IV. COVID-19 PLANNING AND RESPONSE

V. PERSONNEL ITEMS

A. Correctional Facility

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Correctional Facility items i-vi.

- i. Approval of the promotion for Daniel Lyons from part-time Corrections Officer, Correctional Facility, (p.c. #32, non-exempt), at SG-N10A(01)--\$14.70/hour to full-time Corrections Officer, Correctional Facility, (p.c. #51, non-exempt, replacing H. Hockenberry), at SG-N10X(01)--\$15.00/hour, effective February 14, 2021, pay period 5. Salary budget savings for 2021 \$5,018, annualized salary savings for 2022 \$4,451 - Dept. 333.
- ii. Approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #32, non-exempt, replacing D. Lyons), at SG-N10, effective retro to February 2, 2021, pay period 4 - Dept. 333.

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- iii. Approval of the promotion for Rose Ishler from part-time Corrections Officer, Correctional Facility, (p.c. #108, non-exempt), at SG-N10A(01)--\$14.70/hour to full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing K. Brungard), at SG-N10X(01)--\$15.00/hour, effective February 14, 2021, pay period 5. Salary budget savings for 2021 \$4,248, annualized salary savings for 2022 \$3,682 - Dept. 333.
- iv. Approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #108, non-exempt, replacing R. Ishler), at SG-N10, effective retro to February 2, 2021, pay period 4 - Dept. 333.
- v. Approval of the promotion for Joseph Smith from part-time Corrections Officer, Correctional Facility, (p.c. #102, non-exempt), at SG-N10A(01)--\$14.70/hour to full-time Corrections Officer, Correctional Facility, (p.c. #38, non-exempt, replacing T. Hunter), at SG-N10X(01)--\$15.00/hour, effective February 14, 2021, pay period 5. Salary budget savings for 2021 \$4,248, annualized salary savings for 2022 \$3,682 - Dept. 333.
- vi. Approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #102, non-exempt, replacing J. Smith), at SG-N10, effective retro to February 9, 2021, pay period 4 - Dept. 333.
- vii. Approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #109, non-exempt, replacing M. Rearick), at SG-N10, effective retro to February 2, 2021, pay period 4 - Dept. 333.
- viii. Approval of the personnel requisition full-time Corrections Officer, Correctional Facility, (p.c. #19, non-exempt, replacing B. Houck), at SG-N10, effective retro to February 2, 2021, pay period 4 - Dept. 333.
- i. Approval of the appointment for Benjamin Hoffman, part-time Corrections Officer, Correctional Facility, (p.c. #80, non-exempt, replacing J. Rearick), at SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$5,292 - Dept. 333.
- ii. Approval of the appointment for Seth N. Sankey, part-time Corrections Officer, Correctional Facility, (p.c. #99, non-exempt, replacing K. Storey), at SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$5,292 - Dept. 333.
- iii. Approval of the appointment for Lane M. Wyble, part-time Corrections Officer, Correctional Facility, (p.c. #106, non-exempt, replacing J. Couteret), at SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$5,292 - Dept. 333.
- iv. Approval of the appointment for Gerald Gilchrist II, part-time Corrections Officer, Correctional Facility, (p.c. #92, non-exempt, replacing M. Brooks), at

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SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5.
Conditional upon satisfactory completion of pre-employment requirements.
Salary budget savings for 2021 \$5,292 - Dept. 333.

v. Approval of the appointment for Jennifer L. Cowher, part-time Corrections Officer, Correctional Facility, (p.c. #100, non-exempt, replacing A. Desch), at SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5.
Conditional upon satisfactory completion of pre-employment requirements.
Salary budget savings for 2021 \$5,292 - Dept. 333.

vi. Approval of the appointment for Abraham N. Elsaid, part-time Corrections Officer, Correctional Facility, (p.c. #95, non-exempt, replacing J. Donovan), at SG-N10A(01)--\$14.70/hour, effective February 22, 2021, pay period 5.
Conditional upon satisfactory completion of pre-employment requirements.
Salary budget savings for 2021 \$5,292 - Dept. 333.

B. Human Resources – On a Motion by Commissioner Higgins, seconded by Commissioner Dershem, the board voted unanimously to approve of the personnel requisition on-call/occasional Office Floater, Human Resources, (p.c. #16, non-exempt, replacing J. Kline), at SG-N02, effective retro to February 3, 2021, pay period 4 – Dept. 114.

C. Human Services

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Human Services items i-iii.

i. Aging – Approval of the appointment for Dana L. Gregg, full-time Ombudsman/Apprise Coordinator/Aging Care Manager 2 (80), Aging, (p.c. #07, non-exempt, replacing E. Weeden), at SG-N12A(01)--\$16.36/hour, effective February 16, 2021, pay period 5. Salary budget savings for 2021 \$5,235, annualized budget impact for 2022 \$1,620 - Dept. 521.

ii. MH/ID – Approval of the appointment for Susan B. Fairo, full-time Caseworker 2, MH/ID, (p.c. #09, non-exempt, replacing C. Greene), at SG-N12A(01)--\$16.36/hour, effective March 1, 2021, pay period 6. Salary budget savings for 2021 \$7,422, annualized salary savings for 2022 \$1,287 - Dept. 561.

iii. Transportation – Approval of the leave of absence for Daryl Myers, Vehicle Operator, Transportation, (p.c. #10), effective retro from January 12, 2021, pay period 2 to January 25, 2021, pay period 3 – Dept. 531.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

MDJ State College 49-2-01 – President Judge Pamela Ruest has approved the personnel requisition for full-time Office Supervisor 2, MDJ-McClain, (p.c. #08, non-exempt, replacing T. Spicer), at SG-S45, effective February 2, 2021, pay period 4 – Dept. 252.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

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- A. Housing – Satisfaction piece for Tyler and Laura Welch for the premises located at 259 East Main Street, Millheim – Dept. 815.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the satisfaction piece for Tyler and Laura Welch.*

- B. Commissioners – County Hospitality and Industry Recovery Program Grant Application to the Pennsylvania Department of Community and Economic Development (DCED) – Dept. 111.

Administrator Margaret Gray reported the County Hospitality and industry Recovery Program Grant application to the Pennsylvania Department of Community and Economic Development is due this afternoon by 5:00 PM. The Grant allows for \$1,839,232 for hospitality programs. Commissioner Pipe noted it is similar to the CRBG application. He presented the option to also approve the grant pending solicitor review.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the grant application to the PA DCED, and approve grant itself pending solicitor review.*

IX. DISCUSSION ITEMS

PCHIPC Dependent Audit

Kristen Simkins reports that the PCHIPC is encouraging that Counties do audits on dependents. BMI auditing is recommended by PCHIPC and are offering Group pricing to Counties for using BMI. Kristen is asking for guidance on if the Board would like to do the audit in house or request the BMI rates. Administrator Margaret Gray noted there are no obligations. Commissioner Dershem noted an internal audit was possible, but an external audit would be more efficient. Commissioner Higgins agreed.

X. EXECUTIVE SESSION REPORT

The Board will meet in executive session following the meeting for a personnel matter.

XI. QUESTIONS FROM THE PRESS

XII. ADJOURNMENT

On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:39 AM.

ATTEST:

Margaret N. Gray
Administrator