



BOARD OF COMMISSIONERS AGENDA

Thursday, May 6, 2021, 10:00 A.M.

Virtual – Zoom

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:15 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator John Franek Jr., Executive Office Supervisor Natalie Smith, Staff Assistant Jillian Savage, Director of Human Resources Kristen Simkins and Controller Jason Moser.

County Personnel present included Human Services Administrator Natalie Corman, Magisterial Judge Donald Hahn, Cody Young, Norm Spackman, Faith Ryan, Chad Joyce, Kendra Miknis and Travis Walker.

Guest present included Nalini Krishnankutty and 814-867-0861.

Representatives from the news media included Marley Parish.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, April 29, 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 April 29, 2021.*

IV. PROCLAMATION

Proclamation 15 of 2021 – Proclaiming May 2021 as Asian Pacific American Heritage Month in Centre County. Nalini Krishnankutty and Magisterial Judge Donald Hahn spoke on the history and importance of Asian Pacific American Heritage Month.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 15 of 2021.*

V. COVID-19 PLANNING AND RESPONSE

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VI. 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-ii.

- i. Consider approval of the appointment for Shaun S. Hagerthey Sr., part-time Corrections Officer, Correctional Facility, (p.c. #102, non-exempt, replacing J. Smith), at SG-N10A(01)--\$14.70/hour, effective May 10, 2021, pay period 11. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$5,292 - Dept. 333.
- ii. Consider approval of the personnel requisition full-time Corrections Officer, Correctional Facility, (p.c. #52, non-exempt, replacing T. Shotzberger), at SG-N10, effective retro to May 3, 2021, pay period 10 – Dept. 333.

B. Human Services

i. Adult Services

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Adult Services items 1-6.

1. New job description for the position of Housing Supervisor-Adult Services, Adult Services, SG-S54, effective May 6, 2021, pay period 10 – Dept. 501.
 2. Personnel requisition for full-time Housing Supervisor-Adult Services, Adult Services, (p.c. #08, exempt, new), at SG-S54, effective May 6, 2021, pay period 10 – Dept. 501.
 3. New job description for the position of Quality & Data Specialist-Adult Services, Adult Services, SG-S51, effective May 6, 2021, pay period 10 – Dept. 501.
 4. Personnel requisition for full-time Quality & Data Specialist-Adult Services, Adult Services, (p.c. #09, non-exempt, new), at SG-S51, effective May 6, 2021, pay period 10 – Dept. 501.
 5. New job description for the position of Department Clerk 3 (75)-Adult Services, Adult Services, SG-N08, effective May 6, 2021, pay period 10 – Dept. 501.
 6. Personnel requisition for full-time Department Clerk 3 (75)-Adult Services, Adult Services, (p.c. #04, non-exempt, new), at SG-N08, effective May 6, 2021, pay period 10 – Dept. 501.
- ii. Children & Youth Services – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for full-time Caseworker 1 – C&YS, C&YS, (p.c. #15, non-exempt, replacing S Slagan), at SG-N11, effective retro to April 27, 2021, pay period 10 – Dept. 511.

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- C. Emergency Communications 911 - On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #09, non-exempt, replacing K. Burd), at SG-N09E(05), effective retro to May 3, 2021, pay period 10- Dept. 354.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

- A. Domestic Relations – President Judge Pamela Ruest has approved the personnel requisition for full-time Enforcement Officer, Domestic Relations, (p.c. #15, non-exempt, replacing T. Weight), at SG-N12, effective May 3, 2021, pay period 10 – Dept. 281.
- B. MDJ Philipsburg 49-3-03 – President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Sinclair, (p.c. #01, non-exempt, new), at SG-N08, effective April 29, 2021, pay period 10 – Dept. 254.
- C. MDJ State College 49-1-01
 - i. President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Hahn, (p.c. #07, non-exempt, replacing J. Henry), at SG-N08, effective April 26, 2021, pay period 10 – Dept. 251.
 - ii. President Judge Pamela Ruest has approved the personnel requisition for full-time Magisterial District Court Secretary, MDJ-Hahn, (p.c. #02, non-exempt, replacing A. Lutz), at SG-N08, effective May 3, 2021, pay period 10 – Dept. 251.
- D. Probation – President Judge Pamela Ruest has approved the personnel requisition for full-time Probation Officer 1, Probation, (p.c. #09, non-exempt, replacing P. Calhoun), at SG-N13, effective April 26, 2021, pay period 10- Dept. 301.

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

- A. Human Services
 - i. MH/ID/EI – Human Services Administrator Natalie Corman introduced the submission of two letters of intent to the Office of Mental Health and Substance Abuse Services (OMHSAS) for the Community Mental Health Services Block Grant (CMHSBG) COVID-19 Response Funding through the Consolidated Appropriations Act of 2021 – Dept. 561.

These funds will be used to enhance crisis services to include, mobile crisis planning and capacity building.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of a letter of intent to OMHSAS.*

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- B. Information Technology Services – Chief Information and Records officer Chad Joyce presented a notice of termination of the contract with Arctic Wolf Networks, Inc. effective July 10, 2021. Arctic Wolf Networks requires a 60 days’ notice for termination – Dept. 142.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the notice of contract termination for Arctic Wolf Networks, Inc.*

- C. Commissioners – Deputy Administrator John Franek Jr. asked the Board to consider authorization to re-enroll Centre County’s electric accounts in the Spring 2021 COSTARS Electric Procurement event, allowing Penn State’s Facilities Engineering Institute to include Centre County’s electric accounts in a consortium Request for Quotes (RFQ). The current enrollment period ends December 2021. Provided a price per kWh is received that is less than the provider of last resort, the new term will begin January 1, 2022 – Dept. 111.

The Energy Institute is preparing to issue an RFQ on May 17th to secure COSTARS pricing for a new term from interested energy producers. It has been conveyed to the Energy Institute that the County is interested in a new COSTARS term for a preferred period 24 months, but no longer than 36 months. The Energy Institute has stated that they will set the maximum possible term in the RFQ as 36 months for the new COSTARS enrollment period.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to authorize the re-enrollment of Centre County’s electric accounts in the Spring 2021 COSTARS Electric Procurement event.*

- X. DISCUSSION ITEMS
- XI. C-NET REQUESTS
- XII. EXECUTIVE SESSION REPORT
- XIII. QUESTIONS FROM THE PRESS
- XIV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:48 AM.

ATTEST:

Margaret N. Gray
Administrator