



BOARD OF COMMISSIONERS MINUTES

Tuesday, June 1, 2021, 10:00 A.M.

Virtual – Zoom

To join the meeting please visit: www.centrecountypa.gov/zoom.

[Register](#) online to receive a notification when meeting agendas are posted. Previously recorded Board of Commissioners meetings can be viewed [here](#).

I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator Margaret Gray, Deputy Administrator John Franek Jr., Executive Office Supervisor Natalie Smith, and Staff Assistant Jillian Savage.

County personnel present included Human Services Administrator Natalie Corman, Jeff Wharran, Kristen Simkins, Troy Hall, and Travis Walker.

Guest present included 18145711862, Edward Skripek, Mike Dracho, Doug Saylor, and James Fanning.

Representatives from the news media included Chris Morelli.

C-Net Staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. MEETING MINUTES

Minutes from the May 25, 2021 Board of Commissioners meeting and the May 4, 2021 work session.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the minutes from the May 25, 2021 Board of Commissioners meeting and the May 4, 2021 work session.*

V. COVID-19 PLANNING AND RESPONSE

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VI. PROCLAMATION

Proclamation 20 of 2021 – Recognizing the 75th Anniversary of the Snow Shoe Lions Club. Members of the club Edward Skripek, Mike Dracho, Doug Saylor, James Fanning, and Troy Hall spoke on the history of the club and its importance within the community. The Board expressed thanks for the many years the club has dedicated to charitable works.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to adopt Proclamation 20 of 2021.*

VII. CONTRACTS/AUTHORIZATIONS

- A. Facilities Management – Administrator Margaret Gray asked the Board to table the contract with TK Elevator Corporation (formerly Thyssen Krupp Elevator) to provide elevator service for 502 East Howard Street. The contract total is \$78,090 for the period of April 1, 2021 to December 31, 2025 – Dept. 634.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to table the contract with TK Elevator Corporation for one week.*

- B. Human Resources

Director of Human Resources Kristen Simkins presented the following items:

- i. Agreement with Pennsylvania Counties Health Insurance Purchasing Cooperative (PCHIPC) to provide funding to allow BMI Audit Services, LLC to complete a health insurance dependent audit before December 31, 2021. The total award is \$8,400 – Dept. 114.
- ii. Dependent Eligibility Audit Services Agreement with BMI Audit Services, LLC to provide dependent auditing services through Pennsylvania Counties Health Insurance Purchasing Cooperative (PCHIPC). The total cost of the agreement is \$8,400, which will be funded through PCHIPC - Dept. 114.
- iii. Business Associate Agreement with BMI Audit Services, LLC effective June 8, 2021 and shall continue in effect until terminated by either party. There is no cost for this agreement – Dept. 114.

Commissioner Pipe reported these were discussed at an Employee Benefits Trust meeting. The Board discussed the last internally conducted dependent audit and the benefits of performing these audits.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add Human Resources items i-iii to next week's Consent Agenda.*

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C. Human Services

MH/ID/EI – Human Services Administrator Natalie Corman introduced a contract addendum with The ARC of Centre County to allow for State allocations for the remainder of Fiscal Year 2020/2021 to provide intellectual disability services to include supported employment, home and community, transportation, and behavioral support in the amount of \$19,500. This will increase the contract total from \$30,208 to \$49,708, which is funded as follows: State \$47,416 and County \$2,292 for the period of July 1, 2020 to June 30, 2021 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the contract addendum with The ARC of Centre County.*

VIII. GRANTS

Emergency Management – Director Jeff Wharran presented an application to Pennsylvania Emergency Management Agency (PEMA) for the Fiscal Year 2021 Emergency Management Performance Grant (EMPG). The application requests a total of \$110,624. This provides up to 50% reimbursement for salary and benefits of staff in Emergency Management during the period of October 1, 2020 through September 30, 2021 – Dept. 351.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add the EMPG application to PEMA to next week's Consent Agenda.*

IX. CONSENT AGENDA

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve this week's Consent Agenda.*

A. Human Services

i. MH/ID/EI – Annual Plan Renewal between the County of Centre and Odyssey Software for the continued maintenance and upgrade releases of the Microsoft Dynamics GP Software. The plan total is estimated at \$23,000, which is State funded for the period of July 1, 2021 to June 30, 2024 – Dept. 561.

B. Risk Management - Property/casualty insurance renewal with PA Counties Risk Pool (PCoRP) in the amount of \$399,487 for the period of June 1, 2021 to June 1, 2022 – Dept. 112.

X. AUTHORITIES, BOARDS AND COMMISSIONS

XI. LETTER OF SUPPORT

XII. LIQUID FUELS – FEE FOR LOCAL USE

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XIII. POLICIES

Administrator Margaret Gray and Deputy Administrator John Franek, Jr. presented the following items:

- A. Identity Access Management Policy – Dept. 111.
- B. Patch Management Policy – Dept. 111.

The Policy Committee has reviewed and commented on both policies, which relate to the delivery of information technology services.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to add Policy items A-B to next week's Consent Agenda.*

XIV. ADMINISTRATOR'S REPORT

Administrator Margaret Gray announced that the Department of Health (DOH) has extended the free AMI Testing Site in Centre County through July 3, 2021. The site will remain at the Centre County Recycling and Refuse Authority's Interpretive Center located on Transfer Road, just beyond the Centre Daily Times building, and will operate from 10:00 AM to 7:00 PM Tuesday through Saturday. More information for the testing site can be found at www.centrecountypa.gov.

Margaret reported that today, in accordance with the Center for Disease Control (CDC) guidelines, fully vaccinated employees working in the building are not required to wear a mask. Monday, June 28 the County will transition to a full return to office status for employees. Tuesday, July 6 the Board of Commissioners will resume public session in the Willowbank Building Room 146, and the building will be opened to the public.

XV. DISCUSSION ITEMS

XVI. CHECK RUN

Check run in the amount of \$11,055,500.27 dated May 28, 2021.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the check run dated May 28, 2021.*

XVII. C-NET REQUESTS

XVIII. REPORTS - ANNOUNCEMENTS

- A. Voter Registration Report
- B. Announcements

XIX. EXECUTIVE SESSION REPORT

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XX. PUBLIC MEETING SCHEDULE

Tuesday, June 1, 2021

Board of Commissioners – 10 AM – Virtual

Thursday, June 3, 2021

Board of Commissioners/Salary Board – 10 AM – Virtual

Board of Commissioners Work Session– 1 PM – Virtual

Monday, June 7, 2021

Certification of Official Results – 1 PM – WB 146 and Virtual

Tuesday, June 8, 2021

Board of Commissioners – 10 AM – Virtual

Thursday, June 10, 2021

Prison Board of Inspectors – 8 AM - Virtual

Board of Assessment – 11 AM – Virtual

XXI. ELECTION ANNOUNCEMENTS

XXII. QUESTIONS FROM THE PRESS

XXIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:25 AM.

ATTEST:

Margaret N. Gray
Administrator