

Reviewed by: TSB
W
BSS

COMMISSIONER BOARD MINUTES
July 14, 2015

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Tim Brooks	Commissioner Vince Witherup
Commissioner Bonnie Summers	Denise Jones, Chief Clerk/County Administrator
Abby Flockerzi, Administrative Assistant	Rich Winkler, Solicitor
Judy Barrett, Planning	OC Bell, Airport
Diona Brick, Fiscal	Tim Dunkle, Public Safety
Tim Johnson, Domestic Relations	Bill Kresinski, MIS
Gerry McGuinness, Voter Registration	Rich Mihalic, Park
Jayne Romero, Human Services	Deb Sharpe, Treasurer
Jillian Stephens, Human Resources	Albert "Chip" Abramovic, Public
Deb Lutz, Public	Sheila Boughner, News Media
Pastor Jodi Bates Poorman, Fox Street Church of God	

The Retirement Board and Salary Board meetings were convened and adjourned prior to the start of the Commissioner Board meeting.

CALL TO ORDER:

Commissioner Brooks called the meeting to order at 6:05 p.m.

APPROVE / AMEND COMMISSIONER BOARD AGENDA:

There were no changes to the agenda.

Commissioner Summers made a motion to approve the agenda as it stands, seconded by Commissioner Witherup, aye all.

APPROVAL OF MINUTES FROM THE JUNE 14, 2015 MEETING:

Commissioner Witherup made a motion to approve the minutes from the June 14, 2015 meeting, seconded by Commissioner Summers, aye all.

PUBLIC COMMENT ON COMMISSIONER BOARD AGENDA:

There was no public comment offered on the Commissioner Board agenda.

COURT ADMINISTRATION:

The following items were presented for approval by Mr. Johnson:

Ratification of Contract with Attorney David P. Brandt to Provide Services as a Domestic Relations Hearing Officer – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

Ratification of Contract with Attorney Bruce L. Getsinger to Provide Services as an IV-D Attorney – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

Ratification of Contract with Attorney Elissa M. Stuttler to Provide Services as an IV-D Attorney – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

Ratification of Contract with Attorney Pamela Sibley to Provide Services as an IV-D Attorney – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

Ratification of Contract with Attorney Richard Winkler to Provide Services as a Solicitor – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

Ratification of Contract with Denise E. Swartz to Provide Services as a Domestic Relations Conference Officer – This contract is for the period of October 1, 2015 through September 30, 2020 contingent upon continued participation in the Title IV-D program as evidenced by execution by Venango County of the new Title IV-D Cooperative Agreement.

These contracts are required under Title 23, Rules of Civil Procedure, Federal Rules of Conduct and the Social Security Act.

Commissioner Summers made a motion to approve the above ratifications, seconded by Commissioner Witherup, aye all.

ROW OFFICES:

There was no business to be conducted.

PRISION:

There was no business to be conducted.

COMMUNITY SERVICES ADMINISTRATION:

The following item was presented for approval by Mr. Bell:

Approval of Hangar Lease Agreement with Skycaptain, LLC Samuel David Huston – This is a standard hangar lease for \$131.44 per month.

Commissioner Witherup made a motion to approve the above hangar lease, seconded by Commissioner Summers, aye all.

The following items were presented for approval by Mr. Dunkle:

Approval of Grant Agreement Between the Pennsylvania Emergency Management Agency and Northwestern Pennsylvania Emergency Response Group for U.S. Department of Homeland Security Federal Fiscal Year 2015 State Homeland Security Grant Program – This grant is with the Pennsylvania Emergency Management Agency (PEMA) and the Northwestern Pennsylvania Emergency Response Group for the 2015 Homeland Security Grant Program. Venango County's portion is \$52,765.00, which will be moved to the Southwest Region Emergency Response Group at the end of August when Venango moves to that group.

Commissioner Summers made a motion to approve the above grant agreement, seconded by Commissioner Witherup, aye all.

Approval of Amendment Number One (1) to Shared Distribution Agreement – Amendment Number One (1) to the Shared Distribution Agreement is an amendment to the CenturyLink Contract Number N66960 for the WestCore project. This amendment adds Fayette and Beaver counties to the region.

Commissioner Witherup made a motion to approve the above amendment, seconded by Commissioner Summers, aye all.

The following item was presented for approval by Ms. Jones:

Approval of the of Resolution Number 2015-11 – Authorizing the Receipt of 911 Subscriber and Consumer Fees – This resolution authorizes the receipt of 911 subscriber and consumer fees for local use as provided by 35 Pa.C.S. §5306.1 of Chapter 53 (911 Emergency Communication Services) of Title 35 (Health and Safety) of the Pennsylvania Consolidated Statutes.

Commissioner Summers made a motion to table this resolution until the next Commissioner Board meeting after the resolution has been published for the appropriate amount of time, seconded by Commissioner Witherup, aye all.

HUMAN SERVICES:

The following items were presented for approval by Ms. Romero:

NEW CONTRACTS 2014-15

Item 1: Northwest Behavioral Health Partnership (MH)

Synopsis: Request Commissioner Approval to enter into a contract with the Northwest Behavioral Health Partnership for the period June 1, 2015 – September 30, 2015 to acquire and make ready a

home to be used as a small personal care home for an individual currently residing at Warren State Hospital. The maximum to be reimbursed to the provider is \$26,250 and the required match will come from the existing match allocation.

NEW CONTRACTS 2015-16

Item 1: MedStaffers (AAA)

Synopsis: Request Commissioner Approval to enter into a contract for the period of July 1, 2015 through June 30, 2016 with MedStaffers for the purpose of providing Personal Care and Home Support at the rate of \$17.32 per client/hour, to identified individuals, as authorized by the County. There is no match required from the County.

Item 2: Mom's Meals (AAA)

Synopsis: Request Commissioner Approval to enter into a contract for the period of July 1, 2015 through June 30, 2016 with Mom's Meals for the purpose of providing Hot Home Delivered Meals and Frozen Delivered Meals at the rate of \$6.00 per meal, to identified individuals, as authorized by the County. There is no match required from the County.

Item 3: Venango HVAC (HS)

Synopsis: Request Commissioner Approval to enter into a contract with Venango HVAC for the period July 1, 2015 through June 30, 2016 to provide mechanical system services to homes owned by Venango County Human Services as authorized by the County. The provider will be reimbursed at the following fee schedule: Reimbursement for the services contracted shall be at the following fee schedule: 1) Service call (8:00 am to 5:00 pm) \$35.00; 2) After hours \$45.00; 3) Holiday service call (8:00 am to 5:00 pm) \$55.00; 4) Holiday after hours \$65.00; 5) One inspection to review all items of Water, Electrical, Gas, Heat, locate shut offs, and controls, and tag all items that would assist in a rectifying a future problem \$165.00. The Provider asks that you waive the \$3,000,000 general liability coverage for they have \$1m/\$2m in coverage. The match will come from the local match allocation.

Item 4: Critical Signal Technologies, Inc. (AAA)

Synopsis: Request Commissioner Approval to enter into a contract for the period of July 1, 2015 through June 30, 2016 with Critical Signal Technologies, Inc. for the purpose of providing Personal Emergency Response devices (\$22.00 per month/client) and Cellular Personal Emergency Response devices (\$30.00 per month/client), to identified individuals, as authorized by the County. There is no match required from the County.

Continuation Contracts 2015-16

Item 1: New Directions Psychiatry (HS)

Synopsis: Request Commissioner Approval to enter into a contract for the period of July 1, 2015 through June 30, 2016 with New Directions Psychiatry for the purpose of providing Forensic

Evaluations, Competency Evaluations and testimony regarding said evaluations at a rate of \$250.00 per hour, as authorized by the County. The Provider will also be reimbursed at a rate of \$25.00 per hour for all dictation and preparation of reports. The local match requirement will come from the existing match allocation.

Item 2: Erie Metropolitan Transit Authority

(Trans)

Synopsis: Request Commissioner Approval to enter into a vehicle maintenance agreement with the Erie Metropolitan Transit Authority to provide maintenance, repair and towing service for Venango County Transportation vehicles using EMTA facilities and personnel. EMTA will charge a labor rate of \$75.00 per hour and the cost of parts and materials plus 15%. The required match will come from the existing match allocation.

CONTRACT ADDENDUMS 2014-15

Item 1: Regional Counseling Center, Inc. (MH)

Synopsis: Request Commissioner Approval to amend the contract with the Regional Counseling Center, Inc. dated July 1, 2014 for the purpose of reimbursing the Provider for Partial Hospitalization for individuals authorized by the County with no 3rd party reimbursement available retroactive to July 1, 2014. The required match will come from the existing match allocation.

EXTENSIONS TO EXISTING 2014-15 CONTRACTS

Item 1: Pressley Ridge CYS

Synopsis: Request Commissioner approval to amend the contract with Pressley Ridge entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through September 30, 2015 to continue to provide foster care to Venango County children in the child welfare system at the daily rate of \$65.37 as authorized by the County. The required match will come from the existing match allocation.

Item 2: Keystone Adolescent Center CYS

Synopsis: Request Commissioner approval to amend the contract with Keystone Adolescent Center entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through September 30, 2015 to continue to provide foster care to Venango County children in the child welfare system at the daily rate of \$75.00 and Group Home care at the daily rate ranging from \$130.00 to \$159.00, as authorized by the County. The required match will come from the existing match allocation.

Item 3: Pathways Adolescent Center CYS/JPO

Synopsis: Request Commissioner approval to amend the contract with Pathways Adolescent Center entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through September 30, 2015 to continue to provide group home care to Venango County children in

the child welfare system and Juvenile Justice at the daily rate ranging from \$125.00 (independent living rate), \$130 (boy's group home rate) and \$135.00 (girl's group home rate) as authorized by the County . The required match will come from the existing match allocation.

Item 4: Adelphoi Village, Inc. CYS/JPO

Synopsis: Request Commissioner approval to amend the contract with Adelphoi Village, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through September 30, 2015 to continue to provide residential care to Venango County children in the child welfare system and Juvenile Justice at the daily rate ranging from \$206.77 to \$353.91 based on level of need as authorized by the County. The required match will come from the existing match allocation.

Item 5: Bethesda Children's Home CYS/JPO

Synopsis: Request Commissioner approval to amend the contract with Bethesda Children's Home entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through September 30, 2015 to continue to provide residential care to Venango County children in the child welfare system and juvenile justice system at the daily rate ranging from \$59.10 for foster care to \$196.14 based on level of care as authorized by the County. The required match will come from the existing match allocation.

Item 6: Nutrition Inc. (AAA)

Synopsis: Request Commissioner Approval to amend the contract with Nutrition Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide the preparation of both congregate and home delivered meals, as authorized by Venango County Area Agency on Aging. Effective July 1, 2015 the following meal rates will apply: hot home delivered meal \$4.252/ meal, frozen home delivered meal \$4.356/ meal, hot congregate meal delivered to senior center \$4.311/ meal, and shelf stable (emergency) meal \$3.544/ meal. There is no match required from the County.

Item 7: Helpmates, Inc. (AAA)

Synopsis: Request Commissioner Approval to amend the contract with Helpmates, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide Personal Care (\$19.48 per hour) and Home Support (\$17.36 per hour), as authorized by Venango County Area Agency on Aging. There is no match required from the County.

Item 8: Arc of Crawford County (MH)

Synopsis: Request Commissioner Approval to amend the contract with The Arc of Crawford County entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to act as the Agency with Choice Provider for the Venango County MHDS, as authorized by the County. The PA Department of Public Welfare Office of Developmental Programs has set the rates, and these rates will be used for base-funded services.

Item 9: Richard Winkler (HS)

Synopsis: Request Commissioner Approval to amend the contract with Richard Winkler entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to act as the contracted Solicitor for Venango County Human Services at \$125.00 per hour, as authorized by the County. The Provider asks for a waiver of the \$3,000,000 general liability coverage. \$2,000,000 of coverage will be in place. The required match will come from the existing match allocation.

Item 10: Julie LeGoullon, LSW (CYS)

Synopsis: Request Commissioner Approval to amend the contract with Julie LeGoullon, LSW entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide services, as authorized by the Venango County Children, Youth and Family Director, or her designate. Services and rates include: 1) Individual and family counseling and Consultation: \$75/hour; 2) Specialized counseling: \$100/hour; 3) Basic home study: \$600; 4) Adoption Pre-placement Study: \$175; 5) Behavioral Evaluations: \$200; 6) Court appearance half day up to four hours: \$250; 7) Court appearance full day 4 to 8 hours: \$400; 8) Report writing and consultation with other parties: \$25/hour. The required match will come from the existing match allocation.

Item 11: Parkside Psychological Associates (CYS)

Synopsis: Request Commissioner approval to amend the contract with Parkside Psychological Associates entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide the following: 1) Trauma Treatment: individual session \$117.00/ hour, family session \$94.00/ hour, group session \$42.00/ hour, court attendance/ CYS meetings \$117.00/ hour; 2) Sex Offender Treatment: individual session \$100.00/ hour, family session \$80.00/ hour, group session \$27.52/ hour, court attendance/ CYS meetings \$100.00/ hour; 3) Abel Assessment \$275.00/ test; 4) Polygraph \$275.00/ test; and Comprehensive Risk Evaluation \$702.00/ evaluation, as authorized by the County. The required match will come from the existing match allocation.

Item 12: Craig Psychological Associates, Inc. (HS)

Synopsis: Request Commissioner approval to amend the contract with Craig Psychological Associates, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide psychological testing and consultation, to individuals referred by Venango County Mental Health and Developmental Services Unit, at the hourly rate of \$55.60 and \$64.35, respectively, for services not covered or billable under Medical Assistance. The Provider will also provide foster parent evaluations (\$125.00 per parent) and court ordered evaluations (\$37.50 per hour), to individuals referred by the Child Welfare System. The local match requirement will come from the existing match allocation.

Item 13: Shippenville Project Point of Light, Inc. (CYS)

Synopsis: Request Commissioner Approval to amend the contract with Shippenville Project Point of Light entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016 to continue to provide 1) Psychological Evaluation (\$125-500); 2) Individual Counseling/Psychotherapy (\$50-100); 3) Family Counseling Session (\$100); 4) Group therapy (\$40/ half hour, \$60/ hour and one half); 5) Polygraph (\$325); and 6) Court Appearance in person or by phone (\$100/hour) as authorized by the County. The required match will come from the existing match allocation.

Item 15: Venango Training and Development Center (MH/DS)

Synopsis: Request Commissioner Approval to amend the contract with Venango Training & Development Center, Inc. (VTDC) entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will be reimbursed for the following services as authorized by the County: 1) Home and Community Habilitation (Unlicensed) Level 3 (W7060) \$6.38; 2) Prevocational Services (2390 – Level 1) (W7088) \$2.15; 3) Supported Employment (W7235) \$15.71; 4) Transitional Work Services (Level 2) (W7241) \$4.12; 5) Transportation \$7.92; 6) Community Habilitation Level 1 (W7073) \$3.14; 7) Community Habilitation Level 3 (W7075) \$8.11; 8) FairWeather Lodge – Cost reimbursement to a maximum of 46,218. ID rates are set by the PA Dept. of Human Services, Office of Developmental Services. The required match will come from the existing match allocation.

Item 16: Regional Counseling Center, Inc. MH

Synopsis: Request Commissioner Approval to amend the contract with The Regional Counseling Center, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period July 1, 2015 through June 30, 2016. The Provider will be reimbursed for the following services as authorized by the County: 1) Representative Payee \$49.19 per client per month; 2) Forensic Mental Health Counseling \$55.00 per hour; 3) Psychiatric Support in the County Jail \$87.55 – \$154.50 per hour; 4) Mobile Medication Program \$86.72 per hour; 5) Peer Support Services \$24.00 per 15 min unit; 6) Life Coach \$16.00 per 15 minute unit for individuals who do not meet the medical necessity criteria; 7) PCIT Data Entry at the MA billable rate of \$51.53 for 30 minutes and \$103.10 for 45 minutes; 8) Intensive at the MA billable rate of \$35.91 per hour; 9) Outpatient Services at the MA rate for all individuals who are uninsured or underinsured to the maximum reimbursement of \$323,864; 10) Medication Program to the maximum of \$2,700; 11) Illness Management and Recovery Training/Depression Bi-Polar Support Alliance Support Group to the maximum of \$13,824. The required match will come from the existing match allocation.

Item 17: Easter Seals Western and Central Pennsylvania (EI)

Synopsis: Request Commissioner approval to amend the contract with Easter Seals Western and Central Pennsylvania entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide physical, occupational, and speech therapy (\$31.76/ unit), nutritional and behavioral support, and special instruction (\$27.99/unit), and speech evaluations (\$229.90 per evaluation), to EI clients as authorized by the Venango County Early

Intervention Program. The rates are set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

Item 18: Dr. Derek V. Roemer, PHD (MH)

Synopsis: Request Commissioner Approval to amend the contract with Dr. Derek V. Roemer, PHD entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide Psychological testing and consultation as authorized by the County at the hourly rate of \$55.60 and \$64.35, respectively, for services not covered or billable under Medical Assistance. The local match requirement will come from the existing match allocation.

Item 19: Next Step Therapy (EI)

Synopsis: Request Commissioner approval to amend the contract with Next Step Therapy, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide physical, occupational, and speech therapy (\$31.76/unit), nutritional support, and special instruction (\$27.99/unit), and speech evaluations (\$229.90 per evaluation), to EI clients as authorized by the Venango County Early Intervention Program. The rates are set by the PA Office of Child Development and Early Learning. The match requirement will come from the existing match allocation.

Item 20: Heartfelt Home Healthcare Services (AAA)

Synopsis: Request Commissioner approval to amend the contract with Heartfelt Home Healthcare Services, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide home health aide (\$19.08/ hour) and skilled nursing (\$100.00/visit) for clients, as authorized by Venango County Area Agency on Aging. There is no match required from the County.

Item 21: Child Development Centers, Inc. (CYS)

Synopsis: Request Commissioner approval to amend the contract with the Child Development Centers Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide an after school program to children in the community. The Provider is expanding the program this fiscal year to include children between the ages of 8 and 18 years old. This program will help children become involved in the community and school districts by building skills that are prevalent in Venango County. The cost for this program will be billed at \$670.84 per every TANF eligible child that completes at least 60 percent of the program. The maximum for this Contract is \$77,817. The required match will come from the existing match allocation.

Item 22: Family Services of NWPA (CYS/MH)

Synopsis: Request Commissioner approval to amend the contract with Family Services of Northwest PA entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide 1) Brief Services at the rate of \$88.84 per hour; 2) Family Behavioral Health Services at the rate of \$91 per hour; and 3) Family Based Mental Health services at

the MA rate for individuals without a 3rd party means of reimbursement. All services must be authorized by the County and the required match will come from the existing match allocation.

Item 23: Youth Alternative, Inc. CYS

Synopsis: Request Commissioner approval to amend the contract with Youth Alternatives, Inc. entered into on July 1, 2014 for the purpose of extending the contract for the period of July 1, 2015 through June 30, 2016 to continue to provide: 1) After school Program to provide county youth with a variety of educational and recreational activities at the rate of \$10.88 per day per child to the maximum of \$91,218; 2) Alternatives for Youth Program for youth on the verge of suspension referred by the schools at the rate of \$141.55 per youth to the maximum of \$2,123; 3) Help Eradicate Lice Program (HELP) at the cost of \$21.52 per hour to the maximum of \$2,517; 4) Children's Camping Program, a week long residential camp for youth ages 8 to 15 at the rate of \$102.16 per child to a maximum of \$11,448. The total contract will not exceed \$107,306 and required match will come from the existing match allocation.

OTHER ITEMS:

Item 1: Approval of CYFS Resource Family Agreements (CYS)

Request Commissioner approval to enter into five Resource Family Agreements with families for the Foster/ Kinship Care Program.

Item 2: Avanco International, Inc. (CYS)

Request Commissioner approval to enter into an agreement with Avanco International, Inc. in the maximum amount of \$10,000 for CAPS consulting specific for Venango County, for fiscal year 2015-2016. Local match will come from the existing match allocation.

Item 3: Lamar (AAA)

Request Commissioner approval to enter into an agreement with Lamar Advertising in the amount of \$850 for the placing of one billboard for the APPRISE program. There is no match associated with this agreement.

Item 4: Globo Mobile Technologies, Inc.

Request Commissioner approval to enter into an agreement with Globo Mobile Technologies, Inc. for the period August 1, 2015 through July 31, 2016. The maintenance agreement covers the mobile device management software that will be installed on the smartphone upgrade for the PIC and CYS Ongoing Units. The maintenance fee is \$672.00 annually, with a one-time setup fee of \$1250.00 for a total of \$1,922.00. Funding is being provided by the CYS Caseworker visitation grant which requires no local match.

Item 5: Rescind Contract for Hand In Hand Christian Counseling

Request Commissioner approval to rescind contract to Hand In Hand Christian Counseling that was presented and approved at the June public meeting. The contract was for acquiring a home to be used for an enhanced personal care home for individuals leaving Warren State Hospital.

Commissioner Witherup made a motion to approve the above items, seconded by Commissioner Summers, aye all.

FINANCE ADMINISTRATION:

The following warrants were submitted for approval by Ms. Brick:

Warrant	061215	\$166,693.99	Non-Human Services Warrant
Warrant	HS061215	\$150,251.96	Human Services Warrant
Warrant	06191552215	\$66,303.56	Non-Human Services Warrant
Warrant	HS061915	\$241,255.22	Human Services Warrant
Warrant	SP061815	\$5,310.74	Non-Human Services Warrant
Warrant	SP061915	\$12,200.00	Non-Human Services Warrant
Warrant	062615	\$324,144.40	Non-Human Services Warrant
Warrant	HS062615	\$157,725.56	Human Services Warrant
Warrant	SP062415	\$800.00	Non-Human Services Warrant
Warrant	070215	\$97,861.61	Non-Human Services Warrant
Warrant	HS070215	\$101,634.55	Human Service Warrant
Warrant	HS062915	\$13,600.82	Human Service Warrant
Warrant	SP063015	\$17,124.52	Non-Human Services Warrant
Warrant	SP070115	\$17,170.00	Non-Human Services Warrant
Warrant	HS071015	\$149,899.83	Human Service Warrant
Warrant	071015	\$342,600.96	Non-Human Services Warrant
TOTAL		\$2,464,577.72	

Commissioner Summers made a motion to approve the above warrants, seconded by Commissioner Witherup, aye all.

The following items were presented for approval by Ms. Brick:

Approval of Contract with Time Warner – This contract is to change the County’s telephone service from Verizon to Time Warner. The cost of this contract is approximately \$25,000.00 per year and this is a five (5) year contract.

Commissioner Witherup made a motion to approve the above contract pending the receipt of notification that the County’s current contract is on a month-to-month basis, seconded by Commissioner Summers, aye all.

Ratification of Contract with Route 8 Storage Agreement – This rental agreement is for acquisition of a storage facility to store the items for the County’s upcoming auction. The cost of this agreement is approximately \$150.00 per month.

Commissioner Summers made a motion to approve the above ratification, seconded by Commissioner Witherup, aye all.

Approval of Contracts for Workforce Development Services: These quotes were received through the RFP process in the late Spring timeframe. These contracts are currently out to the providers for any comments and signatures.

Greater Erie Community Action Committee

Adult – \$465,290.70

Youth – \$578,595.78

Dislocated Worker – \$494,216.36

TANF Youth – \$266,599.59

Business Services – \$50,000.00

Venango Training and Development

Adult – \$381,255.90

Youth – \$513,093.92

Dislocated Worker – \$438,267.34

TANF Youth – \$236,418.51

Northwest Commission

Business Services – \$75,000.00

St. Benedict Education Center – Employment Advancement and Enrichment Network Program – \$2,065,979.00

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Summers, aye all.

Approval of Manufacturing IP Speaker – This speaker will be used for TechFest and the cost is \$5,000.00.

Commissioner Summers made a motion to approve the above item, pending Solicitor’s changes, seconded by Commissioner Witherup, aye all.

Approval of Atlantic Broadband – This is for telephone and internet service at the new location for the Warren CareerLink®. This new service will be much less expensive than the previous service.

Commissioner Witherup made a motion to approve the above item, pending Solicitor’s changes, seconded by Commissioner Summers, aye all.

HUMAN RESOURCES:

The following Human Resource Agenda was presented for approval by Ms. Stephens:

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #305 (Prison) of **Bobbi Seigworth**, Corrections Officer, AFSCME Position, Full-Time, 80 hours/pay, AFSCME Pay Grade 11, **effective 06/07/15; Special Conditions:** Filling existing vacancy; action ratified at the July Prison Board meeting. In Department #325 (911) of **Kenneth Barron II**, Telecommunicator I, Part-Time, 40 hours/pay, Non-

Union Hourly Pay Grade 3, **effective 07/07/15; Special Conditions:** Filling existing vacancy. In Department #520 (Children & Youth Services) of Tyler Blandin, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 06/15/15; Special Conditions:** Filling existing vacancy; of Heather Campbell, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 06/29/15; Special Conditions:** Filling existing vacancy; of Delena Thomas, Caseworker II, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6, **effective 06/29/15; Special Conditions:** Filling existing vacancy.

CHANGE IN EMPLOYMENT STATUS / DECREASE IN HOURS – In Department #325 (911) of Samuel McSparren, Telecommunicator I, Non-Union Hourly Pay Grade 3, **from** Part-Time, 40 hours/pay, **to** Part-Time On Call, 7 hours/pay, **effective 08/03/15; Special Conditions:** Filling existing vacancy; of Kelly Myers, Telecommunicator I, Non-Union Hourly Pay Grade 3, **from** Full-Time, 80 hours/pay, **to** Part-Time, 40 hours/pay, **effective 08/03/15; Special Conditions:** Filling existing vacancy.

CHANGE IN EMPLOYMENT STATUS / INCREASE IN HOURS – In Department #325 (911) of Terry Wygant, Telecommunicator I, Non-Union Hourly Pay Grade 3, **from** Part-Time, 40 hours/pay, **to** Full-Time, 80 hours/pay, **effective 08/03/15; Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #530 (PIC) of Jeremy Tidd, Caseworker III, **effective 06/22/15.**

SEPARATION OF EMPLOYMENT – In Department #305 (Prison) of William Bailey, Corrections Monitor, **effective 06/12/15; Special Conditions:** Action ratified at the July Prison Board meeting. In Department #325 (911) of Elizabeth Gibson, Telecommunicator I, **effective 07/12/15.** In Department #520 (Children & Youth Services) of Lindsay Weckerly, Program Manager, **effective 07/31/15.** In Department #540 (MH/DS) of Heather Patterson, Caseworker II, **effective 07/10/15.** In Department #580 (Transportation) of Samuel Umstead, Bus/Van Driver, **effective 06/29/15.**

CORRECTIONS TO 06/09/15 HR COMMISSIONER BOARD AGENDA

PROMOTION / TRANSFER – In Department #531 (Human Service Clerical) of Roberta Mullen, **from** Department Clerk II, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 6, **to** Department Clerk III, SEIU Position, Full-Time, 80 hours/pay, SEIU Pay Grade 8, **effective 06/15/15; Special Conditions:** Filling existing vacancy.

Note: Transferred to Department #145 (Assessment).

END OF PROBATION – In Department #580 (Transportation) of Jeffrey Seigworth, Program Specialist, **effective 04/27/15.**

Note: Effective date should reflect 05/27/15.

PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

TEMPORARY NEW HIRE – In Department #130 (Human Resources) of Caitlyn McKittrick, Department Clerk II, Temporary Part-Time, 50 hours/pay, Non-Union Hourly Pay Grade 2, **effective 07/07/15; Special Conditions:** Filling newly created position ratified at the July Salary Board meeting; temporary assignment through February 2016. In Department #160 (Maintenance) of Karyn

Holden, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1, **effective 06/08/15; Special Conditions:** Filling newly created position ratified at the April Salary Board meeting; temporary assignment through 09/04/15; of **Kasey Hutchinson**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1, **effective 06/08/15; Special Conditions:** Filling newly created position ratified at the April Salary Board meeting; temporary assignment through 09/04/15; of **Brandon Johnson**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1, **effective 06/09/15; Special Conditions:** Filling newly created position ratified at the April Salary Board meeting; temporary assignment through 09/04/15; of **Cody Ziegler**, Bridge Crew, Temporary Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 1, **effective 06/08/15; Special Conditions:** Filling newly created position ratified at the April Salary Board meeting; temporary assignment through 09/04/15.

POSITION REALLOCATION / RECLASSIFICATION – In Department #530 (PIC) of **Jennifer Richards**, from Casework Manager, Full-Time Exempt, Exempt Pay Grade 4, to PIC Program Director, Full-Time Exempt, Exempt Pay Grade 5, **effective 07/05/15; Special Conditions:** Filling newly created position ratified at the July Salary Board meeting; of **Kimberly Woods**, from MH-DS/IIU Director, Full-Time Exempt, Exempt Pay Grade 5, to Case Management Director, Full-Time Exempt, Exempt Pay Grade 6, **effective 07/05/15; Special Conditions:** Filling newly created position ratified at the July Salary Board meeting.

Commissioner Summers made a motion to approve the above items, seconded by Commissioner Witherup, aye all.

ROW OFFICES
Human Resource Items for Informational Purposes

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

END OF PROBATION – In Department #265 (Prothonotary) of **Shelly Weaver**, Department Clerk II, **effective 06/29/15.**

OUT OF CLASS COMPENSATION – In Department #240 (D.J. 3-4) of **Tonya Johnson**, D.J. Secretary, Full-Time, 75 hours/pay, Non-Union Hourly Pay Grade 2 (\$10.877/hr.) to Non-Union Hourly Pay Grade 2 (\$12.83/hr.), **effective 06/24/15; Special Conditions:** To compensate while performing Legal Secretary II duties in Central Court for no more than 3 months.

SEPARATION OF EMPLOYMENT – In Department #205 (Courts) of **Duane Simpson**, Court Crier / Tipstaff, **effective 06/22/15.**

.....
PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

NONE

Ratification of Collective Bargaining Between SEIU 668/PSSU (Residual Unit) and Venango County Contract – This contract is retroactive to January 1, 2015. Highlights of the three (3) year agreement include: 2.75% wage increases for each of the years beginning with 2015. FMLA will now be recorded on a rolling year basis verses a calendar year basis and the Fall Election Day holiday has been switched so employees can now have Christmas Eve off as a holiday.

Commissioner Witherup made a motion to approve the above contract, seconded by Commissioner Summers, aye all.

PLANNING COMMISSION:

There was no business to be conducted.

TWO MILE RUN COUNTY PARK:

The following item was presented for approval by Mr. Mihalic:

Approval of Schnabel Engineering Proposal for Ten (10) year and Annual Dam Inspection – This is an inspection of the Justus Lake Dam at Two Mile Run County Park. Schnabel Engineering’s final report is readily accepted by DEP and the cost of \$14,500.00 covers the inspection and reports.

Commissioner Summers made a motion to approve the above proposal, seconded by Commissioner Witherup, aye all.

Mr. Mihalic presented the Park Activities Report:

Mr. Mihalic thanked Mr. Dunkle for hosting a Dam Safety webinar. Mr. Mihalic and Luke Kaufman attended the webinar.

The Annual Horse Trail Challenge fundraiser will be held on Saturday, July 18th. This event will take place at Lockwood.

A Full Moon Kayak event is scheduled for July 31st.

The Annual Mountain Bike Race is scheduled for August 15th.

COUNTY ADMINISTRATION:

The following item was presented for approval by Ms. Romero:

Approval of Agreement Between Struxures, LLC and the County of Venango for Renovations to Former Northwest Savings Bank Facility – This contract is to renovate the former Northwest Savings Bank facility which was recently gifted to the County. The renovations will upgrade the space to be used by The Pointe. This project will include the addition of a community café. The cost for this project is \$78,620.00.

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Summers, aye all.

The following item was presented for approval by Ms. Barrett:

Approval of Resolution #2015-10 – Multimodal Transportation Fund Grant Resolution – This resolution is requesting \$2,280,656.00 from the Commonwealth Financing Authority to be used for demolition of a condemned parking garage, environmental site remediation and mitigation, final design and engineering, stormwater management facilities and transit office renovations as Phase I of the construction of a Multimodal Transportation Hub in Oil City. This amount represents 70% of the project. This resolution is required to accompany the grant application.

Commissioner Summers made a motion to approve the above resolution, seconded by Commissioner Witherup, aye all.

Commissioner Brooks took this opportunity to thank Ms. Barrett for her service to the County, as Ms. Barrett will be retiring on August 14, 2015.

The following item was presented for approval by Commissioner Witherup:

Approval of Exoneration of County Portion of Taxes for Oil City Tree of Life Synagogue, 316 West First Street, Oil City, PA – The Tree of Life Synagogue previously operated a daycare at the 316 West First Street facility and they were tax exempt. The YMCA took over the operation of the daycare facility and the YMCA is also tax exempt. However, when the YMCA took over the Tree of Life Synagogue daycare, the tax exempt status did not automatically transfer to the YMCA unless they requested it. At this time the YMCA is requesting exoneration of the back taxes.

Commissioner Witherup made a motion to approve the above item, seconded by Commissioner Summers, aye all.

The following item was presented for approval by Commissioner Brooks:

Approval of Proposed KINBER Agreement – This agreement is between the County, the City of Oil City and the KINBER (Keystone Initiative for Network Based Education and Research) organization. KINBER is requesting to use two (2) of the fibers that are complete between Pleasantville and the County and to use a room located at 150 Prospect Avenue in Franklin. This will enable them to make a connection over to the facility in Chicago. In exchange, the County would have access to the room at Prospect Avenue to place any electronics we may need to bring internet to the County and receive two (2) gigs of free internet anywhere on their network they travel. KINBER would put a hub / portal in Venango County to open up the possibility of economic development and to give the County the two (2) gigs of free internet access to utilize however we wish. The City has approved this agreement. The County needs to approve and then it will be sent to KINBER for approval.

Commissioner Summers made a motion to approve the above proposed agreement, seconded by Commissioner Witherup, aye all.

The following item was presented for approval by Mr. Bell:

Approval of Purchase of Former Assembly of God Church, 1530 Pittsburgh Road, Franklin, PA – This property is in the runway three (3) approach. The FAA prefers that airports own properties in their runway protection zone. This purchase will facilitate the extension of the runway in this direction, south of the airport. The cost of this purchase is \$65,000.00. The FAA will allow a grant for this project in succeeding years, so the County will get reimbursed next year.

Commissioner Witherup made a motion to approve the above purchase, seconded by Commissioner Summers, aye all.

The following items were presented for approval by Ms. Jones:

Approval of Amendment of Municipal Police Cooperation Agreement DUI Task Force – This amendment covers a clarification per the District Attorneys' policy. The clarification is for Sherriff's and Court Supervision Services' staff members. They will be participating in the DUI Task Force as administration only, i.e. crowd control.

Commissioner Summers made a motion to approve the above amendment, seconded by Commissioner Witherup, aye all.

Ratification of Agreement with Hicks Office Equipment for a Copier in the Public Defender's Office – This is a new copier lease with Hicks Office Equipment for the Public Defender's office. This lease replaces a lease with Ricoh. The copier agreement is for five (5) years at a cost of \$169.52 per month.

Commissioner Witherup made a motion to approve the above agreement, seconded by Commissioner Summers, aye all.

The following item was presented for approval by Commissioner Brooks:

Ratification of Verizon Pole Attachment Agreement – To facilitate and build any fiber in the area, we need to get pole agreement with whomever owns the poles, Penelec and Verizon. The Penelec agreement was previously approved. The cost of this agreement is \$110.00 per pole.

Commissioner Summers made a motion to approve the above ratification, seconded by Commissioner Witherup, aye all.

The following item was presented for approval by Commissioner Summers:

Appointments to the Northwest Pennsylvania Workforce Development Board under the Workforce Innovation and Opportunity Act (WIOA):

Mr. Gary Shaw

Dr. Ray Feroz

These appointments are to the Workforce Innovation and Opportunity Act Workforce Development Board. Dr. Feroz and Mr. Shaw will represent Venango County on a six (6) county regional board. Under the new act, there is a lot more flexibility. Since Dr. Feroz brings five (5) years of experience and Mr. Shaw brings one (1) year of experience to the board, they will be able to further the economic issues of Venango County.

Commissioner Witherup made a motion to approve the above appointments, seconded by Commissioner Summers, aye all.

OTHER BUSINESS

There was no other business conducted.

PUBLIC COMMENT

Mr. Mihalic would like the public to be aware that, at the Sheriff's request, the Park is hosting a tracking training session this week for five (5) Venango County deputy sheriffs and one (1) conservation officer.

ADJOURNMENT

The meeting adjourned at 6:34 p.m. upon a motion by Commissioner Summers and a second by Commissioner Witherup, aye all.

Respectfully submitted,



Abby R. Flockerzi, Admin. Assist.