

Reviewed by: \_\_\_\_\_  
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**COMMISSIONER BOARD MINUTES**  
**August 14, 2012**

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
Abby Flockerzi, Admin. Asst.	Rich Winkler, Solicitor
Diona Brick, Fiscal	Bill Kresinski, MIS
Pennie Maclean, HR	Rich Mihalic, Park
David Schwille, Human Services	Deborah Sharpe, Treasurer
Sheila Boughner, News Media	Pastor Paul Baker, Pilgrim Holiness Church

Prior to the meeting, a public prayer was offered by Pastor Paul Baker from the Pilgrim Holiness Church. Commissioner Brooks then led the group in the Pledge of Allegiance.

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

**COMMISSIONER BOARD:**

Commissioner Brooks called the meeting to order at 6:05 p.m. The following changes were made to the agenda: additions include the approval of the proposal for the dam inspection with Schnabel Engineering, Inc. under Two Mile Run County Park and the approval of the bus shelter agreement under County Administration. Deletions include the SCRAM – X agreement under Court Administration.

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

Commissioner Summers made a motion to approve the minutes from the July 10, 2012 meeting, seconded by Commissioner Witherup, aye all.

**COURT ADMINISTRATION:**

There was no business to be conducted.

**ROW OFFICES:**

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

Resolution 2012-13 – Grant Application #ID-2012-Venango-00018 Signature Authorization For Venango County DUI Task Force Enforcement Project Grant – This resolution authorizes the Chairperson or Vice-Chairperson of the Board of Commissioners to sign Grant Application #ID-2013-Venango-00018.

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

Victims of Juvenile Offenders Grant – Venango County has developed a victim rights program that is consistent with the Commonwealth’s Bill of Rights (Act 111 – 1998) and with the P.C.C.D.’s standards and provisions of information, opportunities, for input and notification of significant actions, and assistance with restitution and compensation claims. This grant application is in the amount of \$6,185.

Victim/Witness Services Grant – The victim service program basic notification regarding rights and services for crime victims as well as accompaniment, crisis intervention, referral, victim compensation, and other direct services for victims as well as significant others and witnesses of crimes committed by adult offenders. This grant application is in the amount of \$64,600.

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

**PRISION:**

There was no business to be conducted.

**COMMUNITY SERVICES ADMINISTRATION:**

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

Supplemental Lease Agreement #5 for lease number GS-03F-03340 between the County of Venango and Transportation Safety Authority (TSA) at the Venango Regional Airport – This is a renewal of the current lease. The lease agreement will run through November 7, 2018 at an annual rate of \$4,800 (\$400 per month).

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

**HUMAN SERVICES:**

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

## Children, Youth and Family Services

Child Welfare Education for Leadership (CWEL) contracts for Amanda Sheffer (full time) and Sherry McCauley (part time) to attend the University Of Pittsburgh Graduate School Of Social Work

### Approval of the 2012-13 contracts:

Oil City YMCA NYPUM-                    \$24,698                    \$987.92 per youth/ 25 youth

#### Heart to Heart Parent Support Network:

Family Voices -                    \$15,755  
Community Youth Connection        \$24,110  
Stakeholder Representation:        \$22,625  
Stakeholder Focus Groups:        \$14,830  
Youth Advisory Board:                \$6,755  
Girls Circle:                        \$18,980

#### Community Services of Venango County:

Welcome Every Child:                \$26,335                    \$114.50 per unit/230 units  
Nurse Home Visitor:                \$57,135                    \$73.25 per unit/780 units

#### Child to Family Connections:

##### Family Group Decision Making:

Conferences                        \$162,980                    \$2810 per conference/58 conf. (8 IL)  
Successful Referrals:                \$ 19,000                    \$1,000 per successful ref./19 (4 IL) referrals  
Unsuccessful Referrals:                \$ 5,250                    \$ 250 per unsucc. Ref/21 (3 IL) referrals

#### Penncrest School District

Thurston House Pregnant & Parenting Teen Program  
\$14,200

#### Child Development Centers, Inc:

PALS Program                        \$77,817                    \$670.84/per youth/116 youth

#### Parkside Psychological Associates:

Individual                        \$94.50/hr  
Family                            \$99.00/hr  
Comprehensive Risk Rpt:        \$567.00  
Abel Assessment:                \$275.00  
Polygraph:                        \$275.00  
Group Sessions:                \$40.00/hr  
Court:                            \$94.50/hr  
Expert Witness Testimony        \$100.00/hr.

#### Erie Homes for Children & Adults, Inc.

Visitation Services:                \$76,749                    \$28.94 per hr/2652 hours  
Doula                                \$63,048                    \$34.08 per hr/1850 hours

Family Services of NW PA:

Trauma Focused Cognitive Behav. Health:	\$ 2,350	\$94.00 per hour/25 hrs
Family Behavioral Health:	\$ 25,025	\$91.00 per hour/275 hrs
Brief Services	\$163,466	\$88.84 per hour/1840 hrs

The Salvation Army Grace Learning Program:

After School Program	\$67,285	\$4.48 per hour/15019 hrs/60 youth
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Pathways Adolescent Centers Inc.

Pathways Adolescent Center- Boys	\$130.00 per day
New Beginnings – Girls	\$135.00 per day
Transitional Living- Boys	\$125.00 per day

Keystone Adolescent Center Inc.

Contract Extension of 11-12 thru 9/30/12

Keystone Adolescent Center- Boys	\$149.00 per day
Keystone Residential Center- Girls	\$159.00 per day
Transitional Living – Boys	\$130.00 per day
Transitional Living- Girls	\$140.00 per day

Crossroads Group Home

Contract Extension of 11-12 thru 9/30/12

Crossroads Group Home for Boys	\$123.26 per day
Crossroads Group Home for Girls	\$147.70 per day
Crossroads Independent Living	\$116.60 per day

White Deer Run

Contract Extension of 11-12 thru 9/30/12

Cove Prep/Secure	\$255.00 per day
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NHS Pennsylvania

Contract Extension of 11-12 thru 9/30/12

Therapeutic Foster Care	\$28.72 per day/ MA Room & Board
Foster Care Plus	\$84.10 per day

Bair Foundation

Contract Extension of 11-12 thru 9/30/12

Supported Foster Care	\$65.36 per day
Medically Needy FC Level I, II	\$53.76 per day
Medically Needy FC Level III,IV	\$58.44 per day
Traditional FC/Kinship	\$55.00 per day

**Substance Abuse Services**

Approval of the 2012-13 contract with Family Services and Children's Aid Society for the following services:

Outpatient at \$80/hr individual and \$33/hr group

Intensive Outpatient at \$70/hr individual and \$33/hr group

Jail Group at \$70/hr

Student Assistance Program at \$55/hour

Shelter services at \$50/day

Outreach Services at \$55/hour

Prevention Services at \$55/hr

Gambling Education at \$55/hr

Approval of the 2012-13 contract with Family Links for long term non-hospital inpatient treatment for pregnant women and women with children at \$180/day

Approval of the 2012-13 contract with Pyramid Healthcare for the following services:

Inpatient non hospital short term rehabilitation for adolescent males and females at \$233.07/ day

Moderate term rehabilitation for adolescent males and females at \$199/day

Long term rehabilitation for adolescent males and females at \$194/day

Approval of the 2012-13 contract with White Deer Run for the following services:

Halfway house Female at \$91/day

Adult Dual Diagnosis at \$234/day WDR

Adult Dual diagnosis at \$246/day Cove Forge

Short term adolescent rehab at \$199/day

Short term adult rehab at \$195/day WDR

Short term adult rehab at \$177/day Cove Forge

Detoxification at \$212/day WDR

Detoxification at \$188/day Cove Forge

Approval of the 2012-13 contract with Sojourner House for long term inpatient non-hospital rehabilitation for pregnant women and women with children at \$236.76/day

Approval of the 2012-13 contract with Abstinent Living at the Turning Point (Washington, PA) for the following services:

Adult female halfway house at \$87/day

Adult female, pregnant woman and women with children at \$139/day

## **CONTRACT ADDENDUMS 2011-2012**

### **Item 1: Henry W. Gent, III**

**Synopsis:** Request commissioner approval to amend the contract with Henry W. Gent III to allow for additional work required with regard to 4 ongoing cases for which the Provider has been involved as described in Provider's letter dated July 5, 2012 (on file in administrative office). This contract will terminate when all activity related to the four cases in progress has

been concluded or June 30, 2013, whichever comes first. The required match will come from the existing match allocation.

**Item 2: Venango Training & Development Center, Inc.**

**Synopsis:** Request commissioner approval to amend the contract with Venango Training and Development Center in F/Y 2011-12 to reimburse the provider for Supported Employment services at the rate of \$11.95 per 15 minute unit of service as authorized by the BSU. Any required match will come from the existing match allocation.

**Item 3: Regional Counseling Center, Inc.**

**Synopsis:** Request commissioner approval to amend the contract with Regional Counseling Center, Inc in F/Y 2011-12 to increase the reimbursement for the delivery of outpatient services by a maximum of \$15,435 and for the cost associated with mental health awareness month activities. Approval is also requested to reduce the contract maximums for the Housing Support Program to \$5,344, Medication Program to \$2,201, PhD Consultation to \$15,107, and the IMR Program to \$4,511. The net increase to provider is \$7,729.00 Any required match will come from the existing match allocation.

**CONTINUATION CONTRACTS 2012-2013**

**Item 1: Sugar Valley Lodge**

**Synopsis:** Request commissioner approval to continue to contract with Sugar Valley Lodge in FY 12/13 to provide the supplemental staffing needed beyond Personal Care Boarding Home licensing requirements to house individuals with mental illness, and to provide enhanced boarding care for approximately 45 seriously mentally ill consumers as identified and authorized by the Base Service Unit. This component will also include a life enhancement program. The Provider will be reimbursed a maximum of \$234,232 for services provided. There is no match requirement. Approval is also requested to continue to contract with Sugar Valley Lodge to provide emergency temporary housing at the daily rate of \$48, as authorized by the MHDS Administrator. The 10% match requirement for emergency temporary housing will come from the existing MHDS match allocation.

**Item 2: Venango Training and Development Center, Inc.**

**Synopsis:** Request Commissioner Approval to continue to contract with Venango Training & Development Center, Inc. in FY 12/13 to: 1) Provide Home and Community Habilitation, Pre-Vocational Services, Supported Employment, Transitional Work with transportation as needed, and Community Habilitation services to Venango County ID base funded consumers at the rates established by the Department of Public Welfare, Office of Developmental Programs and as authorized by the County; 2) Provide Handicapped Employment service - Base at the rate of \$1.33 per 15 minute unit of service and Level 1 at the rate of \$2.15 per 15 minute unit of service to Venango County Mental Health consumers as authorized by the BSU; 3) to provide employees that self identify as having a disability to staff the Human Services Enclave Program.

The County will reimburse the provider for actual costs incurred; 4) the County will provide funding to the Provider for actual costs incurred for the operation of the Venango County Fair Weather Lodge program to a maximum of \$46,218. All required match will come from the existing match allocation.

**Item 3: Community Services of Venango County, Inc.**

**Synopsis:** Request commissioner approval to continue to contract with Community Services of Venango County Inc. in FY 12/13 to: 1) conduct 248 satisfaction surveys with consumers who are receiving MA reimbursable behavioral health (i.e.: mental health), and/or substance abuse services through the HealthChoices Program. The Provider will be reimbursed \$161.29 per survey for a maximum of \$40,000 and there is no match requirement; 2) reimburse the Provider up to \$12,000 for the structural repairs and operating expenses not covered by rental fees associated with the four-plex apartment building located at 1345 Elk St, Franklin, PA for consumers with a severe mental illness. The 10% required match will come from the existing MH match allocation; 3) provide assessment and evaluation to determine eligibility for Early Intervention services as well as ITF Waiver funding for infants and toddlers at the rate of \$27.99 as set by the PA Office of Child Development and Early Learning. The required 10% match will come from the existing EI match allocation; 4) provide employees that self identify as having a disability to staff the Human Services Enclave Program. The County will reimburse the provider for actual costs incurred; 5) provide life skills training to individuals with a severe mental illness at the rate of \$5.90 per 15 minute unit of service for a maximum of 800 units as authorized by the BSU.

**Item 4: Regional Counseling Center, Inc.**

**Synopsis:** Request commissioner approval to continue to contract with The Regional Counseling Center in FY 12/13 for the following: 1) to perform Representative Payee services for up to 30 mental health consumers at the monthly cost of \$49.19 per consumer; 2) to perform Forensic Mental Health Counseling Services in the Venango County Jail at the rate of \$55/hour; 3) to provide 4 hours per week of psychiatric support in the County Jail and an additional 4 hours per week at the BSU at the hourly rate of \$154.50 for the Physician and \$82.40 for the Physician Extender (PA or CRNP); 4) to provide a Certified Registered Nurse Practitioner to the County for eight hours per week at the hourly rate of \$82.40 for the Mobile Medication Program for individuals with a serious mental illness; 5) to provide Peer Support Services at the unit rate of \$16 to individuals authorized by the BSU who do not currently have Value Behavioral Health; 6) to provide partial hospitalization services at the MA rate to individuals authorized by the BSU who do not currently have Value Behavioral Health; 7) The County will reimburse the Provider for actual costs incurred for the following services: Outpatient – Oil City/Franklin to include crisis on call during normal business hours to a maximum of \$197,000, Medications Management Program to a maximum of \$2,728, Illness Management and Recovery and Wellness Programs to a maximum of \$13,824, and Housing Support to a maximum of \$7,500. 8) The County will reimburse the provider for actual costs incurred associated with the opening of an outpatient mental health clinic in Seneca, PA. up to a maximum of \$8,000. The 10% required match will come from the existing match MH match allocation.

**Item 5: Family Service and Children’s Aid Society**

**Synopsis:** Request commissioner approval to continue to contract with Family Service and Children’s Aid in FY 12/13 to provide Home and Community Habilitation Level 3 service to ID consumers at the state set by the PA Dept of Public Welfare, Office of Developmental Programs. The provider will also provide Home and Community Support Service to Mental Health consumers at the rate of \$5.83 per 15 minute unit and provide the Family Foundations Program at the MA rate for individuals who have not yet qualified for MA. All services will be authorized by the County. The 10% required match will come from the existing MHDS match allocation.

**Item 6: VENANGO COUNTY HOUSING AUTHORITY**

**Synopsis:** Request commissioner approval to continue to contract with the Venango County Housing Authority to provide administrative support for the Shelter Plus Care Program to include 1) HUD eligibility determination, income verification and rental assistance calculations (\$125 per application); 2) rental unit inspections (\$150 per inspection); 3) participation in due process informal grievance hearings (\$100 per occurrence). There is no match required.

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

Re-appointment of Nancy Linehan to the Mental Health and Development Services Advisory Board/Substance Abuse Executive Commission – This would be Ms. Linehan’s second three-year term.

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

**FINANCE ADMINISTRATION:**

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

Warrant	071312	\$ 81,233.44	Non-Human Services Expenditures
Warrant	HS071312	182,094.60	Human Services Expenditures
Warrant	HS071012	2,270.82	Human Services Expenditures
Warrant	HS071212	1,095.00	Human Services Expenditures
Warrant	072012	579,489.91	Non- Human Services Expenditures
Warrant	HS072012	652,978.27	Human Services Expenditures
Warrant	072712	1,393,403.49	Non- Human Services Expenditures
Warrant	HS072712	234,781.65	Human Services Expenditures
Warrant	SP072512	72,694.95	Non-Human Services Expenditures
Warrant	080312	337,360.27	Non-Human Services Expenditures
Warrant	HS080312	111,437.28	Human Services Expenditures
Warrant	SP073112	12,263.54	Non-Human Services Expenditures
Warrant	081012	96,205.11	Non-Human Services Expenditures

Warrant	HS081012	152,700.19	Human Services Expenditures
<b>Total</b>		<b>\$ 3,910,008.52</b>	

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

**HUMAN RESOURCES:**

The following was presented for ratification by Ms. Maclean:

Ratify 2013 UPMC Plan Health Plan – UPMC for Life – This is the health plan for retirees and there are still thirteen (13) retirees in this plan.

Commissioner Witherup made a motion to ratify the above health plan, seconded by Commissioner Summers, aye all.

**PLANNING:**

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

Appointment of Jerry Sanantini to the Venango County SWAC (Solid Waste Advisory Committee) – This is a five (5) year board appointment.

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

**TWO MILE RUN COUNTY PARK:**

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

Park Activities Report:

Swim For The Cure will be held on Wednesday, August 15, 2012 from 5:00pm – 7:00pm.

Saturday, August 18, 2012 the annual mountain bike race will be held. There will be a 30K race and a 10K race.

The Rocky Grove Invitational will be held on October 15, 2012. This event always bring a lot of folks to the Park.

Astroblast starts August 14, 2012 and continues through August 19, 2012 with a public event being held on August 17.

The Iceberg problem has been fixed at the Beach. The Beach will be closing on August 26, 2012 and will be open Saturday and Sunday of Memorial Day weekend.

The Park is 63 usage days ahead of last year.

Upcoming events at the Park can be viewed on the Park's website at [www.twomilerun.net](http://www.twomilerun.net).

Conservation District Grant Application – Improvement of Road Access to the Park Fields – This is a grant application to improve the access to the roads that are being utilized by the farmers and will help reduce sediment run-off into Justus Lake. The total amount of the project is \$8,960.80. The total amount of the grant application is \$7,467.33. The remaining 20 percent (\$1,493.47) will be in-kind.

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

Dam Inspection with Schnabel Engineering, Inc. - This is an annual 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 \$3,550 covers the inspection and reports. This contract has been reviewed by Solicitor Winkler and he has made a few minor changes to the contract.

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

#### **COUNTY ADMINISTRATION:**

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

Resolution 2012-14 – Approving the 9-1-1 Telephone Access Plan and Contribution Rate For Residents of the County of Venango – This resolution appoints Mark Seigworth as the 9-1-1 Coordinator and sets the monthly contribution rate at \$1.50 per month. The fee will be included on monthly telephone bills. This will stay in effect for three (3) years.

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

Contract with Veolia Environmental Services – Troy Wood Human Services Complex – This contract is to upgrade the dumpster at the Troy Wood Human Services Complex to a larger sized dumpster. Upon review by Solicitor Winkler it was agreed to table this contract until further review can be completed.

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

Airport Road Paving Project Bid – East Coast Paving – This is a contract to have Airport Road paved and is in the amount of \$42,089.80. PennDot has reviewed this and will act as the engineers on this project. We can use Liquid Fuels money for this project.

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

The following item was presented by Commissioner Summers:

Appointment of Louis Kraft to the WIB Board – This is a re-appointment of Mr. Kraft to the Workforce Investment Board. The re-appointment would take effect August 2012 and would run through August 2015.

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

Bus Shelter at Wal-Mart Agreement – This is a perpetual easement agreement where a new bus shelter will be placed near Wal-Mart. This bus shelter will replace the existing shelter and will be handicapped-accessible. This will be the last of six bus shelters in a \$42,000 contract that was awarded to Whalen Contracting in May 2011. The perpetual easement was awarded to the County for the price of one (1) dollar.

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

### **OTHER BUSINESS**

Commissioner Brooks read a letter he recently received from the Deputy Adjutant General of Veterans Affairs, Brigadier General Michael G. Gould, concerning the high level of customer service provided by the Venango County Veterans Affairs Office. In part the letter describes the Venango County Veterans Affairs Office as “one of the premier veterans support agencies with the Commonwealth.”

Ms. Jones showed the Commissioner Board and the audience a poster she received from Barb Hinds from the Area Agency on Aging. The poster outlines the photo identifications that are acceptable for the new Voter ID law. Ms. Jones explained that she has a supply of these posters on hand if anyone would like some to display one in their area.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

The meeting adjourned at 6:26 p.m. upon a motion by Commissioner Summers and a second by Commissioner Witherup, aye all.

Respectfully submitted,

Commissioners' Board  
August 14, 2012

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Abby R. Flockerzi, Admin. Assist.