



BOARD OF COMMISSIONERS' MINUTES

Thursday, March 7, 2019, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:01 AM on March 7, 2019 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Steven Dershem; Deputy Administrator, Bob Jacobs; Solicitor, Elizabeth Dupuis; Controller, Chuck Witmer; Director of Financial Management, Tom Martin; Executive Assistant, Natalie Bird; Human Services Administrator, Natalie Corman; Assistant Director of Human Resources, Missey Bender.

County personnel present included Julia Sprinkle, Bryan Sampsel, and Sean McGraw.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Thursday, February 21, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve the meeting minutes from February 21, 2019.

V. ACTION ON NON-PERSONNEL ITEM(S)

Commissioners – Betsy Dupuis provided an overview of the second amendment to the lease and asset transfer agreement with Centre Care, Inc. d/b/a Centre Crest to extend the lease for a sixty (60) month period commencing on November 1, 2018 and terminating October 31, 2023 at 11:59 PM – Dept. 111.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve the second amendment to the lease and asset transfer agreement with Centre Care, Inc.

VI. ACTION ON PERSONNEL ITEM(S)

A. Children and Youth Services

- i. Consider approval of the appointment for Cory L. Frasco, full-time Caseworker 1, Children and Youth Services, (p.c. #14, non-exempt), at SG-N11A(01)--\$15.59/hour, effective March 18, 2019, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$10,058, annualized salary savings for 2020 \$3,042 – Dept. 511.
- ii. Consider approval of the appointment for Stacey L. Slagan, full-time Caseworker 2, Children and Youth Services, (p.c. #15, non-exempt), at SG-N13A(01)--\$17.15/hour, effective April 1, 2019, pay period 8. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$5,512, annualized salary savings for 2020 \$2,048 – Dept. 511.
- iii. Consider approval of the appointment for Tyrus E. Lundy, full-time Caseworker 1, Children and Youth Services, (p.c. #28, non-exempt), at SG-N11A(01)--\$15.59/hour, effective March 18, 2019, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$2,576, annualized salary savings for 2020 \$605 – Dept. 511.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve items i-iii for Children and Youth Services.

- B. Drug and Alcohol - Consider approval of the transfer/change in title for Marie Ramseur, from full-time TASC Coordinator – DUI Court, DUI Court/Probation, (p.c. #27, non-exempt), at SG-N12C(03)--\$17.02/hour, to Full time TASC Coordinator D&A (p.c. # 9, non-exempt), Drug & Alcohol, at SG-N12C(03)--\$17.02/hour effective March 17, 2019, pay period 7. Salary budget savings for 2019 \$7,016, annualized salary increase for 2020 \$644 – Dept. 562.
- C. DUI Court/ Probation - Consider approval of the personnel requisition for full-time TASC Coordinator - DUI Court, DUI Court/Probation, (p.c. #27, non-exempt, replacing M. Ramseur), at SG-N12, effective March 7, 2019, pay period 6 – Dept. 303.

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve items B and C.

- D. District Attorney - Consider approval of the revisions to the job description for the position of County Detective, SG-S58, District Attorney, effective

March 7, 2019, pay period 6. Deputy District Attorney Sean McGraw explained that this position would aid in three endeavors: assisting the drug task force, investigative needs, and tracking down witnesses to be questioned in trial. Commissioner Pipe asked if the position would spend most of their time in court or on the street. Sean said court time would be minimal; this person would be fielding calls, preparing and serving search warrants or subpoenas, and conducting interviews. Controller Chuck Witmer said this position is not new to the County, there was a previously a County Detective. Sean confirmed the position was last occupied during the Gricar administration – Dept. 221

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve revisions to the job description for the position of County Detective.

E. Domestic Relations

i. Consider approval of the change in title for the position of Department Clerk 3 (75), Domestic Relations, (p.c. #17, 16, 10, 11, nonexempt), to Department Clerk 3 (75) DRS, Domestic Relations, (p.c. #17,16, 10, 11, nonexempt), effective March 11, 2019, pay period 6. A new job code will be created for the new title to preserve historical information. No change in pay rate. Currently occupied by J. Baldwin, A. Marshall, C. Stover – Dept. 281

ii. Consider approval of the revisions to the job description for the position of Department Clerk 3 (75) DRS, SG-N08, Domestic Relations, effective March 11, 2019, pay period 6 – Dept. 281

Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve items i-ii for Domestic Relations.

VII. REPORT ON JUDICIAL PERSONNEL ITEM(S)

President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 3, Domestic Relations, (p.c. #16, non-exempt, replacing C. Capparelle), at SG-N08, effective March 11, 2019, pay period 6 – Dept. 281.

VIII. REPORT ON ROW OFFICE PERSONNEL ITEM(S)

District Attorney Bernie Cantorna has approved the personnel requisition for full-time Paralegal 1, District Attorney, (p.c. #12, non-exempt, replacing D. Armagost), at SG-N08, effective March 11, 2019, pay period 6 – Dept. 221.

IX. DISCUSSION ITEMS

Commissioner Dershem reported that Leah Raker and Mary Ann Zimmerman of Children and Youth Services attended the Centre County HOPE Initiative meeting held yesterday at the Correctional Facility. They provided an overview of how the heroin and opioid epidemic affects the crisis in our community. Of the children in placement, 75% directly relate to a drug or alcohol situation. Commissioner Pipe added that he was recently at an emergency court hearing with President Judge Ruest, Parviz Ansari, and Leah Raker for placement of a child born with an addiction.

X. EXECUTIVE SESSION

XI. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to adjourn the meeting at 10:14 AM.

ATTEST:

Robert B. Jacobs
Deputy Administrator