



BOARD OF COMMISSIONERS MINUTES

Thursday, November 3, 2022, 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:02 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator John Franek Jr., Controller Jason Moser and Executive Office Supervisor Erin Good.

County personnel present included Human Resources Administrator Kristen Simkins, Geri Sorgen, Deputy Administrator Natalie Corman, Don Gampe, Shelley Smeltz, Jody Lair, Quentin Burchfield, Cathy Arbogast, Julia Sprinkle, Dave Lomison, Chad Joyce, Leah Raker, and Travis Walker.

Representatives from the news media included Gary Sindersen.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. MEETING MINUTES

The Board will consider approving the minutes from the Thursday, October 20, 2022 Board of Commissioners meeting.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from October 20, 2022.

V. RECOGNITION

Shelley Smeltz, Assistant Director of Centre County Domestic Relations received the 2022 Mary Kunkel Award of Excellence, which recognizes Domestic Relations staff members throughout the state who have demonstrated a commitment to the Pennsylvania Child Support Program beyond the scope of their normal duties.

Don Gampe spoke about how Mary Kunkel was best known for her kindness, inclusiveness, and ability to network with other Counties and States. He stated that Shelley demonstrates all these attributes and more.

The Commissioners offered their congratulations to Shelley.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to recognize Shelly Smeltz for receiving the 2022 Mary Kunkel Award of Excellence.

VI. PERSONNEL ITEMS

A. Correctional Facility

Kristen Simkins asked the Board to approve the following items:

- i. Approve the medical leave of absence for Christopher Fye, Corrections Officer, Correctional Facility, (p.c. #14), effective retro from October 3, 2022, pay period 21 to (estimated) November 13, 2022, pay period 24 – Dept. 333.
- ii. Approve the appointment for Eric R. Hutchison, full-time Corrections Officer, Correctional Facility, (p.c. #88, non-exempt, replacing D. Lynn), at SG-N10X(01)--\$21.00/hour, effective November 7, 2022, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$26,798, annualized salary impact for 2023 \$7,322 – Dept. 333.
- iii. Approve the appointment for Ian S. Klinger, full-time Corrections Officer, Correctional Facility, (p.c. #111, non-exempt, replacing T. Buchanan), at SG-N10X(01)--\$21.00/hour, effective November 7, 2022, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$9,276, annualized salary impact for 2023 \$8,778 – Dept. 333.
- iv. Approve the appointment for Kara M. Kyler, temporary full-time Corrections Officer, Correctional Facility, (p.c. #113, non-exempt, replacing P. Soccio), at SG-N10X(01)--\$21.00/hour, effective November 7, 2022, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$22,576, annualized salary impact for 2023 \$8,778 – Dept. 333.
- v. Approve the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #114, non-exempt, replacing J. Bucheit), at SG-N10, effective retro to October 26, 2022, pay period 23 – Dept. 333.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the Correctional Facility items i-v.

- B. Emergency Services – Jody Lair asked the Board to approve the appointment for Michaela R. Bressler, full-time Administrative Assistant EMA, Emergency Services, (p.c. #04, non-exempt, replacing A. Ranio), at SG-05A(01)--\$17.53/hour, effective November 7, 2022, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$16,075, annualized salary savings for 2023 \$1,872 - Dept. 351.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the appointment for Michaela Bressler.

C. Human Services

- i. Aging – Quentin Burchfield asked the Board to approve the personnel requisition for full-time Community Health Nurse 1, Aging, (p.c. #29, non-exempt, replacing Y. Lawrence), at SG-09, effective October 21, 2022, pay period 22 – Dept. 521.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for Aging.

- ii. MH/ID/EI – Cathy Arbogast asked the Board to approve the appointment for Morgan R. (Peters) Gheen, full-time TASC Coordinator/DUI Court, MH/ID/EI-D&A (DUI Court), (p.c. #27, non-exempt, replacing E. Shaw), at SG-07A(01)–\$19.87/hour, effective November 28, 2022, pay period 25. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$2,335, annualized salary impact for 2023 \$3,608 - Dept. 303.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the appointment for Morgan (Peters) Gheen.

- iii. Transportation

Dave Lomison asked the Board to approve the following items:

1. Approve the appointment for Hailey M. Shady, full-time Department Clerk 1 (75), Transportation, (p.c. #29, non-exempt, replacing H. Rossman), at SG-02A(01)–\$15.00/hour, effective November 14, 2022, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2022 \$4,803, annualized salary impact for 2023 \$4,602 - Dept. 531.
2. Approve the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #27, non-exempt, replacing J. Holter), at SG-04, effective November 3, 2022, pay period 23 – Dept. 531.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the Transportation items 1-2.

- iv. Children and Youth Services – Julia Sprinkle asked the Board to approve the promotion for Leah Raker from full-time Assistant Administrator 1, CYS (p.c. #25, exempt), at SG-18F (06) - \$36.78/hour, to full-time Administrator 3, CYS (p.c. #01, exempt), at SG20B (02) - \$38.74/hour effective November 6, 2022, pay period 24. Salary budget savings for 2022 \$3,885, annualized salary impact for 2023 \$2,621 - Dept. 511.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to approve the promotion of Leah Raker.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Register of Wills – Register of Wills Christine Millinder has approved the personnel requisition for full-time First Deputy Clerk of Orphans Court, Register of Wills, (p.c. #05, non-exempt, replacing T. Day) at SG-07, effective October 25, 2022, pay period 23 – Dept. 224.

VIII. NON-PERSONNEL ITEMS

Human Services

A. Children & Youth Services

Leah Raker asked the Board to approve the following items:

- i. Contract Renewal with Redman's Kidz Konnection, Inc. to provide daycare services for dependent youth. The contract total is \$12,000 funded as follows: State \$9,600 and County Match \$ 2,400 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- ii. Contract Renewal with Your First Page Learning & Development Center to provide daycare services to dependent youth. The contract total is \$5,000 funded as follows: State \$4,000 and County Match \$1,000 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- iii. Contract Renewal with MidStep Centers for Child Development P.C. d/b/a A Mindful Village to provide forensic and psychiatric evaluations for dependent children. The contract total is \$2,000 funded as follows: State \$1,600 and County Match \$400 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- iv. Contract Renewal with Children's Advocacy Center to provide forensic interview services and case reviews for dependent children. The contract total is \$24,000 funded as follows: State \$19,200 and County Match \$4,800 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- v. Contract Renewal with Pentz Run Youth Services, Inc. to provide foster care services for dependent and delinquent youth. The contract total is \$10,000 funded as follows: State \$8,000 and County Match \$2,000 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- vi. Contract Renewal with Adelphoi Village, Inc. to provide foster care placement for dependent and delinquent youth. The contract total is \$390,000 funded as follows: State \$312,000 and County Match \$78,000 for the period of July 1, 2022 to June 30, 2023 – Dept 511.
- vii. Contract Renewal with Children's Center for Treatment & Education, Inc. to provide foster care placement for dependent and delinquent youth. The contract total is \$20,000 funded as follows: State \$12,000 and County Match \$8,000 for the period of July 1, 2022 to June 30, 2023 – Dept 511.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to add Children and Youth Services items i-vii to next week's Consent Agenda.

- B. Information Technology Services – Chad Joyce asked the Board to approve a contract renewal with Trebron Security, LLC to provide sophos email security, end point protection, and managed threat detection and response service. The contract total is \$85,674 for the period November 13, 2022 to November 12, 2025 – Dept 142.

Action: On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Trebron Security, LLC to next week's Consent Agenda.

BOARD OF COMMISSIONERS MINUTES
THURSDAY, NOVEMBER 3, 2022
PAGE 5

- IX. EXECUTIVE SESSION REPORT
- X. QUESTIONS FROM THE PRESS
- XI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:20 AM.

ATTEST:

John Franek Jr.
Administrator