

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING ROOM, BLAIR COUNTY COURTHOUSE
TUESDAY, MARCH 20, 2018, 10:00 A.M.**

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **APPROVAL OF MINUTES – 03/06/18 and 03/13/18**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **CONSENT AGENDA**

Resolution 95-2018:

- a. Payment of two (2) Warrant Lists dated 03/19/18 in the amounts of \$501,255.60, and \$922,901.22, respectively which includes payment of the following invoices:
 - o **2017 Project Fund/Bond/Elevator Modernization Project:** Payment of an invoice to JPT Architects, in the amount of \$2,157.50, for professional services rendered for the period of 02/01/18 through 02/28/18; and payment of an invoice to Otis Elevator, in the amount of \$33,888.00, for 60% down payment to replace hydraulic cylinder to elevator.
 - o **2017 Project Fund/Bond/MUNIS Project:** Payment of three (3) invoices, payable to Tyler Technologies, in the amounts of \$717.85; \$5,932.79; and \$2,550.00 for implementation services, per diem rates, mileage, airfare, luggage fees, parking, auto rental, and hotel/lodging, respectively.
 - o **2017 Project Fund/Bond/Lawyer's Lobby:** Payments of Application #1 and #2, received from Albert Michaels Conservation, in the amounts of \$39,700.36 and \$28,265.00, respectively, for restoration of select plaster, wood and marble surfaces throughout the Lawyer's Lobby.
 - b. Payment of two (2) Bill Lists for the Department of Social Services, dated 03/15/18, in the total amounts of \$16,971.81 and \$114,268.26, respectively.
 - c. Ratification of Payroll for the Period Ending 3/16/18 in the amount of \$755,802.88.
 - d. **Budget Transfers:** From 01105-42000 \$35.00 To 01107-42000 CYF; From 01105-42000 \$120.00 To 01209PO-42000 Prison. This transfer covers the invoice from Medical Providers for drug testing originally budgeted in HR being transferred to the appropriate departments.
 - e. **Budget Transfers:** From 01105-44080 \$1,664.68 To 01209PO-44080-Prison. This transfer covers the invoice dated 03/06/18 from Campbell, Durrant, Beatty, Palombo & Miller PC for legal fees originally budgeted in HR being transferred to the appropriate departments.
 - f. **Budget Transfers:** From 01105-44080 \$990.00 To 01107-Assessment; From 01105-44080 \$1,920.00 To 01209PO-Prison; From 01105-44080 \$60.00 to 01156 DRS. This transfer covers the invoice dated 03/12/18 from Beard Legal Group for legal fees originally budgeted in HR being transferred to the appropriate departments.
 - g. **Blair County District Attorney's Office:** Requesting approval for one (1) Penn State Student, Isaac Will, for the period of 5/21/18 through 8/31/18. Internship is at no cost to the county.
 - h. **Employment:** Frank J. Mehalko, III, FT, Sheriff's Deputy, Sheriff's Department, \$13.74/hr., effective 03/19/18; Kathy M. Bleicher, PT, Tipstaff/Office Support, Court Administration, \$9.18/hr., effective 03/12/18; Phyllis E. Johnson, Temporary, Administrative Staff, MDJ Miller's Office, \$9.00/hr., effective 03/12/18; Aimee L. Langensiepen, FT, Assessor II, Assessment Office, \$21,949.20/yr., effective 03/26/18; Craig E. Limbert, FT, Parole and Probation Officer, APO, \$23,790.00/yr., effective 03/12/18; Ronald R. Mastalski, FT, Maintenance Technician/Painter, Maintenance, \$16.43/hr., effective 03/26/18; Tierra N. McFarland, Fill-In Corrections Officer, Prison, \$14.42/hr., effective 03/19/18; David C. Smithbower, PT, Telecommunicator, 911 Center, \$13.90/hr., effective 03/12/18; Zachary D. Stitt, Fill-In Correction's Officer, Prison, \$14.42/hr., effective 03/19/18; Wesley S. Young, FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., effective 03/26/18; David M. Dauria, From FT, Sheriff's Deputy, Sheriff's Office, \$14.65/hr., To Fill-In Correction's Officer, Prison, \$14.42/hr., effective 03/26/18; Katelyn T. Baker, From FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., To Fill-In, Correction's Officer, Prison, \$14.42/hr., effective 03/26/18.
 - i. **Resignations:** Heidi A. Mullins, FT, Administrative Assistant, Assessment Office, \$16,270.80/yr., effective 03/23/18; Lisa A. Smith, FT, Probation Officer Aide 1, APO, \$17,380.22/yr., effective 03/16/18; Michael J. Tittle, FT, Correction's Officer, Prison, \$19.54/hr., effective 03/14/18; Tammy M. Wilson, FT, Probation Officer Aide III, APO, \$20,940.40/yr., effective 03/30/18.
8. **STAFF REPORTS & SPECIAL BUSINESS**
- A. **Altoona Blair County Development Corporation (ABCD):**
 - a. Requesting approval of a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$2,000,000.00, for the Graystone Grand Plazzo LLC, Bon Secours Hospital Campus Redevelopment Project.

- b. Requesting approval of an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Graystone Grand Plazzo LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.
- c. Requesting approval of a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$500,000.00 for the Nason Medical Center LLC surgical/catheterization areas expansion project.
- d. Requesting approval of an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Nason Medical Center LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.

B. Tyrone Hospital/We Care Foundation:

Discussion concerning an Assignment and Assumption of Lease Agreement between Tyrone Hospital (Lessee) the We Care Foundation (Assignee) and consented by the County of Blair (Lessor) and the Ward Foundation (Foundation).

C. Healthcare/Employee Benefits:

- a. Requesting approval of the following documents associated with the Self-Funded Healthcare Program:
 - 1. ECHO Authorization and Guarantee Agreement for Automated Clearing House (ACH) authority
 - 2. Authorized List of Representatives of Group Health Plan (who is permitted to receive the minimum necessary Protected Health Information (PHI) to carry out the administration of the group health plan.
 - 3. Plan Sponsor Certification To The Group Health Plan Coresource, Inc., guaranteeing the safety and confidentiality of all PHI received through the Group Health Benefit Plans (County of Blair PPO & County of Blair PPO with Empower³).
 - 4. Notice Regarding Section 1557 of the Affordable Care Act
 - 5. Health Care Reform Act – Public Goods Pool (Form DOH-4399) – Authorizing electronic payments to the Office of Pool Administration.
 - 6. Health Care Reform Act – Public Goods Pool (Form 4264) – Authorizing the electronic filing of Public Goods Pool reports and establishing an electronic filing account for the fees associated with services provided by an entity registered in the New York State Department of Health.
 - 7. Vision Benefits of America, Inc., (VBA) – Authorizing the signing of the Application for Group Vision Care Coverage effective 04/01/18 at the self-funded program fee of \$0.75 per employee per month.
- b. Requesting approval of an Amendment to the Agreement dated 04/01/13 between the County of Blair (Group #3433) and Vision Benefits of America, Inc. (VBA), amending the contract to cover dependents to the end of the month they turn age 26, effective 04/01/18.

D. Blair County Human Resources:

- a. Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.
- b. Requesting approval of a Work Number Contract Addendum to the existing contract between the County of Blair and Justifacts Credential Verification, Inc., to enable employment verification services through the database at the fee of \$14.50 plus, per record pulled.

E. Blair County Prison:

Requesting approval of a first amendment to the Commissary Contract between the County of Blair on behalf of the Blair County Prison and Oasis Management Systems, Inc., for installation and use of the inmate accounting software program to the Prison by Oasis.

F. Blair County Drug and Alcohol:

Requesting approval for submission of the FY 2018/2020 County Intermediate Punishment Program Grant (#28560) and the Intermediate Punishment Plan between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$648,000.000.

G. Fort Roberdeau:

- a. Requesting approval of a quarter-page, 4-color advertisement in the 2018 Central PA Festival of the Arts Program Guide, in the amount of \$425.00, to be paid from the Fort's advertising budget.

- b. Requesting approval of a contract between the County of Blair and CW Firewood and Tree Removal, for the removal of identified trees, stumps, branches and cleanup at Fort Roberdeau, in the amount of \$3,000.00.
- c. Requesting approval for the purchase of fifty (50) white oak logs to complete the entire Fort Roberdeau Wall Reconstruction Project, in an amount not to exceed \$3,500.00, to be paid by the Fort Roberdeau Association.

H. Blair County Website:

Requesting approval for the use of Google's Web Translation Application within the Blair County Website, for the purpose of improving access to Blair County services and information.

I. Central Blair Recreation and Park Commission:

Requesting approval for a Letter of Support in applying for a Department of Conservation and Natural Resources (DCNR) Partnership Program (C2P2) Grant to conduct a master comprehensive recreation, park, open space and greenways plan for the Commission including the City of Altoona, Logan Township and the Altoona Area School District.

J. Metropolitan Planning Organization: Requesting authorization to add Helen P. Schmitt, County Administrator and Nicole M. Hemminger, Assistant County Administrator as alternates to the Metropolitan Planning Organization.

K. Court Administration:

- a. Requesting approval of submission of an application for Senior Judge Reimbursable Costs incurred in calendar year 2017.
- b. Requesting approval of the submission of an application for Language Access Reimbursable costs incurred in the calendar year 2017.

RECONVENED MEETING, FRIDAY, MARCH 23, 2018, 8:15 A.M.:
CALL TO ORDER

PUBLIC COMMENT

9. **OLD BUSINESS**

Lawyers Lobby:

Discussion concerning additional proposals received for the replacement of one (1) door in the Lawyer's Lobby.

TABLED ITEMS

Blair County Human Resources:

Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.

NEW BUSINESS

New Hires:

Employment of Mitch Cooper, Interim Warden, Prison, effective 03/24/18, \$75,000.00/year.

10. **ADJOURN**

WORK SESSION: TUESDAY, MARCH 20, 2018, 10:00 A.M.:

Location: Commissioner's Meeting Room, Basement, New Addition.

Members Present: Commissioner Tomassetti, Commissioner Beam, County Administrator Schmitt, Solicitor Karn.

Members Absent: Commissioner Erb.

Others Present: Pat Miller (ABCD Corp.), Glenn Nelson (Fort Roberdeau), Nick Sefchok (JJAN), Rocky Greenland (Public Works), Jenn Sleppy (Finance), Nicole Hemminger and Melissa Harpster (Commissioner's Office), Judy Rosser and Aleisha Albertson (Drug and Alcohol), Janice Meadows (Court Administration), A.C. Stickel (Controller), Kay Stephens (Altoona Mirror), Heather Rininger (Records Management), James Ott and David Reese (Sheriff's Office), and Katie Buchanan (Rep. John McGinnis' Office).

CALL TO ORDER:

Commissioner Tomassetti called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Tomassetti called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Tomassetti requested that all present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – 03/06/18 and 03/13/18:

Commissioner Tomassetti called for corrections or changes to the meeting minutes of 03/06/18 and 03/13/18. **There were no corrections or changes noted.**

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

Commissioner Tomassetti called for public comment. **There were no comments noted.**

COMMISSIONER COMMENTS:

Commissioner Tomassetti called for commissioner comments.

Commissioner Beam extended congratulations to the Bellwood Antis Girls Basketball Team on winning the PIAA Class 2 Girls Semifinal Playoff Game held last evening at St. Francis University and their advancement into the State Championship Playoff Games to be held in Hershey, PA.

Commissioner Tomassetti announced that at the Commissioner's Meeting on Tuesday, March 27, 2018, Elaine Conrad of the Blair County Genealogy Society will provide a brief presentation on the society's efforts and findings to date of the courthouse sculpted heads.

CONSENT AGENDA:

Resolution 95-2018:

- a. Payment of two (2) Warrant Lists dated 03/19/18 in the amounts of \$501,255.60, and \$922,901.22, respectively which includes payment of the following invoices:
 - o **2017 Project Fund/Bond/Elevator Modernization Project:** Payment of an invoice to JPT Architects, in the amount of \$2,157.50, for professional services rendered for the period of 02/01/18 through 02/28/18; and payment of an invoice to Otis Elevator, in the amount of \$33,888.00, for 60% down payment to replace hydraulic cylinder to elevator.
 - o **2017 Project Fund/Bond/MUNIS Project:** Payment of three (3) invoices, payable to Tyler Technologies, in the amounts of \$717.85; \$5,932.79; and \$2,550.00 for implementation services, per diem rates, mileage, airfare, luggage fees, parking, auto rental, and hotel/lodging, respectively.
 - o **2017 Project Fund/Bond/Lawyer's Lobby:** Payments of Application #1 and #2, received from Albert Michaels Conservation, in the amounts of \$39,700.36 and \$28,265.00, respectively, for restoration of select plaster, wood and marble surfaces throughout the Lawyer's Lobby.
- b. Payment of two (2) Bill Lists for the Department of Social Services, dated 03/15/18, in the total amounts of \$16,971.81 and \$114,268.26, respectively.
- c. Ratification of Payroll for the Period Ending 3/16/18 in the amount of \$755,802.88.
- d. **Budget Transfers:** From 01105-42000 \$35.00 To 01107-42000 CYF; From 01105-42000 \$120.00 To 01209PO-42000 Prison. This transfer covers the invoice from Medical Providers for drug testing originally budgeted in HR being transferred to the appropriate departments.
- e. **Budget Transfers:** From 01105-44080 \$1,664.68 To 01209PO-44080-Prison. This transfer covers the invoice dated 03/06/18 from Campbell, Durrant, Beatty, Palombo & Miller PC for legal fees originally budgets in HR being transferred to the appropriate departments.

- f. **Budget Transfers:** From 01105-44080 \$990.00 To 01107-Assessment; From 01105-44080 \$1,920.00 To 01209PO-Prison; From 01105-44080 \$60.00 to 01156 DRS. This transfer covers the invoice dated 03/12/18 from Beard Legal Group for legal fees originally budgeted in HR being transferred to the appropriate departments.
- g. **Blair County District Attorney's Office:** Requesting approval for one (1) Penn State Student, Isaac Will, for the period of 5/21/18 through 8/31/18. Internship is at no cost to the county.
- h. **Employment:** Frank J. Mehalko, III, FT, Sheriff's Deputy, Sheriff's Department, \$13.74/hr., effective 03/19/18; Kathy M. Bleicher, PT, Tipstaff/Office Support, Court Administration, \$9.18/hr., effective 03/12/18; Phyllis E. Johnson, Temporary, Administrative Staff, MDJ Miller's Office, \$9.00/hr., effective 03/12/18; Aimee L. Langensiepen, FT, Assessor II, Assessment Office, \$21,949.20/yr., effective 03/26/18; Craig E. Limbert, FT, Parole and Probation Officer, APO, \$23,790.00/yr., effective 03/12/18; Ronald R. Mastalski, FT, Maintenance Technician/Painter, Maintenance, \$16.43/hr., effective 03/26/18; Tierra N. McFarland, Fill-In Corrections Officer, Prison, \$14.42/hr., effective 03/19/18; David C. Smithbower, PT, Telecommunicator, 911 Center, \$13.90/hr., effective 03/12/18; Zachary D. Stitt, Fill-In Correction's Officer, Prison, \$14.42/hr., effective 03/19/18; Wesley S. Young, FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., effective 03/26/18; David M. Dauria, From FT, Sheriff's Deputy, Sheriff's Office, \$14.65/hr., To Fill-In Correction's Officer, Prison, \$14.42/hr., effective 03/26/18; Katelyn T. Baker, From FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., To Fill-In, Correction's Officer, Prison, \$14.42/hr., effective 03/26/18.
- i. **Resignations:** Heidi A. Mullins, FT, Administrative Assistant, Assessment Office, \$16,270.80/yr., effective 03/23/18; Lisa A. Smith, FT, Probation Officer Aide 1, APO, \$17,380.22/yr., effective 03/16/18; Michael J. Tittle, FT, Correction's Officer, Prison, \$19.54/hr., effective 03/14/18; Tammy M. Wilson, FT, Probation Officer Aide III, APO, \$20,940.40/yr., effective 03/30/18.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 95-2018.

STAFF REPORTS & SPECIAL BUSINESS:

Blair County Prison:

A.C. Stickel requested approval of a first amendment to the Commissary Contract between the County of Blair, on behalf of the Blair County Prison, and Oasis Management Systems, Inc., for installation and use of the inmate accounting software program to the Prison by Oasis.

Mr. Stickel stated that the amendment provides upgraded accounting software to manage inmate accounts and that there is no cost change associated with the contract amendment.

Discussion followed.

Resolution 96-2018: A resolution approving a first amendment to the Commissary Contract between the County of Blair on behalf of the Blair County Prison and Oasis Management Systems, Inc., for installation and use of the inmate accounting software program to the Prison by Oasis.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 96-2018.

Altoona Blair County Development Corporation (ABCD):

- a. Pat Miller requested approval of a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$2,000,000.00, for the Graystone Grand Plazzo LLC, Bon Secours Hospital Campus Redevelopment Project.
- b. Pat Miller requested approval of an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Graystone Grand Plazzo LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.
- c. Pat Miller requested approval of a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$500,000.00 for the Nason Medical Center LLC surgical/catheterization areas expansion project.
- d. Pat Miller requested approval of an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Nason Medical Center LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.

Mr. Miller provided a brief summary of both projects. He stated that the grant agreements for both projects call for the county to enter into Cooperation Agreements with ABCD Corporation wherein the county agrees to reimburse the Commonwealth of PA as Party of Last Resort for the state share of any expenditures found by the state to be ineligible as a result of an audit.

Discussion followed.

Mr. Miller stated that Indemnity Agreements will indemnify and hold harmless the county from any claims or liability as a result of ABCD Corp accepting funding for those projects.

Discussion followed.

Resolution 97-2018: A resolution approving a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$2,000,000.00, for the Graystone Grand Plazzo LLC, Bon Secours Hospital Campus Redevelopment Project; and an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Graystone Grand Plazzo LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 97-2018.

Resolution 98-2018: A resolution approving a Cooperation Agreement between the County of Blair and the Altoona Blair County Development Corporation for administration of the Redevelopment Assistance Capital Program funding in the amount of \$500,000.00 for the Nason Medical Center LLC surgical/catheterization areas expansion project; and an Indemnity Agreement between the County of Blair, the Altoona Blair County Development Corporation and Nason Medical Center LLC as mandated by the Cooperation Agreement for Redevelopment Assistance Capital Program funding.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 98-2018.

Tyrone Hospital/We Care Foundation:

County Administrator Helen Schmitt presented discussion concerning an Assignment and Assumption of Lease Agreement between Tyrone Hospital (Lessee) the We Care Foundation (Assignee) and consented by the County of Blair (Lessor) and the Ward Foundation (Foundation).

Mrs. Schmitt stated that a Sub-Sublease Agreement was previously entered into with We Care Foundation while they were waiting to obtain their 501(c)(3) status. She stated that they have now obtained 501(c)(3) status and are now able to move forward with entering the Assignment and Assumption of Lease Agreement.

Discussion followed.

Resolution 99-2018: A resolution approving an Assignment and Assumption of Lease Agreement between Tyrone Hospital (Lessee) the We Care Foundation (Assignee) and consented by the County of Blair (Lessor) and the Ward Foundation (Foundation).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 99-2018.

Healthcare/Employee Benefits:

a. Nick Sefchok requested approval of the following documents associated with the Self-Funded Healthcare Program:

1. ECHO Authorization and Guarantee Agreement for Automated Clearing House (ACH) authority
2. Authorized List of Representatives of Group Health Plan (who is permitted to receive the minimum necessary Protected Health Information (PHI) to carry out the administration of the group health plan.
3. Plan Sponsor Certification To The Group Health Plan Coresource, Inc., guaranteeing the safety and confidentiality of all PHI received through the Group Health Benefit Plans (County of Blair PPO & County of Blair PPO with Empower³).
4. Notice Regarding Section 1557 of the Affordable Care Act
5. Health Care Reform Act – Public Goods Pool (Form DOH-4399) – Authorizing electronic payments to the Office of Pool Administration.
6. Health Care Reform Act – Public Goods Pool (Form 4264) – Authorizing the electronic filing of Public Goods Pool reports and establishing an electronic filing account for the fees associated with services provided by an entity registered in the New York State Department of Health.
7. Vision Benefits of America, Inc., (VBA) – Authorizing the signing of the Application for Group Vision Care Coverage effective 04/01/18 at the self-funded program fee of \$0.75 per employee per month.

Mr. Sefchok provided a brief summary of each of the seven (7) documents associated with the Self-Fund Healthcare Program.

Discussion followed.

- b. Nick Sefchok requested approval of an Amendment to the Agreement dated 04/01/13 between the County of Blair (Group #3433) and Vision Benefits of America, Inc. (VBA), amending the contract to cover dependents to the end of the month they turn age 26, effective 04/01/18.

Mr. Sefchok stated that presently the dependents coverage ends the day they turn 26. The amendment to the agreement will allow covering dependents to the end of the month in which they turn age 26 and would be effective on 04/01/18.

Discussion followed.

Resolution 100-2018: A resolution approving the following documents associated with the Self-Funded Healthcare Program:

1. ECHO Authorization and Guarantee Agreement for Automated Clearing House (ACH) authority
2. Authorized List of Representatives of Group Health Plan (who is permitted to receive the minimum necessary Protected Health Information (PHI) to carry out the administration of the group health plan.
3. Plan Sponsor Certification To The Group Health Plan Coresource, Inc., guaranteeing the safety and confidentiality of all PHI received through the Group Health Benefit Plans (County of Blair PPO & County of Blair PPO with Empower³).
4. Notice Regarding Section 1557 of the Affordable Care Act
5. Health Care Reform Act – Public Goods Pool (Form DOH-4399) – Authorizing electronic payments to the Office of Pool Administration.
6. Health Care Reform Act – Public Goods Pool (Form 4264) – Authorizing the electronic filing of Public Goods Pool reports and establishing an electronic filing account for the fees associated with services provided by an entity registered in the New York State Department of Health.
7. Vision Benefits of America, Inc., (VBA) – Authorizing the signing of the Application for Group Vision Care Coverage effective 04/01/18 at the self-funded program fee of \$0.75 per employee per month; and an Amendment to the Agreement dated 04/01/13 between the County of Blair (Group #3433) and Vision Benefits of America, Inc. (VBA), amending the contract to cover dependents to the end of the month they turn age 26, effective 04/01/18.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 100-2018.

Blair County Human Resources:

- a. Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.

County Administrator Schmitt stated that this item is not yet ready for discussion or action. She requested that the board consider tabling the item.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to table item.

- b. County Administrator Schmitt requested approval of a Work Number Contract Addendum to the existing contract between the County of Blair and Justifacts Credential Verification, Inc., to enable employment verification services through the database at the fee of \$14.50 plus an additional fee for each specific background inquiry, per record pulled.

County Administrator Schmitt stated that the addendum has been reviewed by Assistant Solicitor Muriceak and that the addendum is now ready for action to be taken.

Discussion followed.

- a. **Resolution 101-2018:** A resolution approving a Work Number Contract Addendum to the existing contract between the County of Blair and Justifacts Credential Verification, Inc., to enable employment verification services through the database at the fee of \$14.50 plus an additional fee for each specific background inquiry, per record pulled.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 101-2018.

Blair County Drug and Alcohol:

Aleisha Albertson requested approval for submission of the FY 2018/2020 County Intermediate Punishment (IP) Program Grant (#28560) and the Intermediate Punishment Plan between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$648,000.000.

Ms. Albertson stated that the grant provides for the continuum of care for level 3 and 4 criminal offenders sentenced to IP Drug and IP DUI Treatment Courts, supports the salary of three (3) probation officers, and provides for reimbursement for both the District Attorney's Office and the Public Defender's Office for their time used in treatment court. Remaining funds are to be used for rehabilitation and recovery resources for the community. She stated that there is no county match required.

Ms. Albertson stated that the Intermediate Punishment Plan has been approved by the Specialty Courts, the Criminal Justice Advisory Board (CJAB) and signed off by Judge Milliron President of the Prison Board.

Discussion followed.

Resolution 102-2018: A resolution approving submission of the FY 2018/2020 County Intermediate Punishment Program Grant (#28560) and the Intermediate Punishment Plan between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$648,000.000.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 102-2018.

Fort Roberdeau:

- a. Glenn Nelson requested approval of a quarter-page, 4-color advertisement in the 2018 Central PA Festival of the Arts Program Guide, in the amount of \$485.00, to be paid from the Fort's advertising budget.

Mr. Nelson stated that this is an annual ad placement and will be paid out of the Fort's Reserve Account.

Discussion followed.

Resolution 103-2018: A resolution approving a quarter-page, 4-color advertisement in the 2018 Central PA Festival of the Arts Program Guide, in the amount of \$485.00, to be paid from the Fort's advertising budget.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 103-2018.

- b. Glenn Nelson requested approval of a contract between the County of Blair and CW Firewood and Tree Removal, for the removal of identified trees, stumps, branches and cleanup at Fort Roberdeau, in the amount of \$3,000.00.

Mr. Nelson stated that some of the work involved with the project will require the use of a high bucket. He stated that this project will be paid for by the Fort Roberdeau Association.

Discussion followed.

Resolution 104-2018: A resolution approving a contract between the County of Blair and CW Firewood and Tree Removal, for the removal of identified trees, stumps, branches and cleanup at Fort Roberdeau, in the amount of \$3,000.00, to be paid for by the Fort Roberdeau Association.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 104-2018.

- c. Glenn Nelson requested approval for the purchase of fifty (50) white oak logs to complete the entire Fort Roberdeau Wall Reconstruction Project, in an amount not to exceed \$3,500.00, to be paid by the Fort Roberdeau Association.

Mr. Nelson stated that the logs would be purchased from JM Wood Products and would be paid by the Fort Roberdeau Association.

Discussion followed.

Resolution 105-2018: A resolution approving the purchase of fifty (50) white oak logs from JM Wood Products, to complete the entire Fort Roberdeau Wall Reconstruction Project, in an amount not to exceed \$3,500.00, to be paid by the Fort Roberdeau Association.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 105-2018.

Blair County Website:

Heather Rininger requested approval for the use of Google's Web Translation Application within the Blair County Website, for the purpose of improving access to Blair County services and information.

Mrs. Rininger stated that one of the Website Team's goals throughout the reconstruction of the website is to add more accessibility. The team recommends the Google translation application to the Board of Commissioners. By approving the use of the translation application while the website is under construction, there will be no additional cost associated with building in this functionality. This cost is contained in the original scope of the project.

Discussion followed.

Resolution 106-2018: A resolution approving the use of Google's Web Translation Application within the Blair County Website, for the purpose of improving access to Blair County services and information.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 106-2018.

Central Blair Recreation and Park Commission (CBRC):

County Administrator Schmitt requested approval for a Letter of Support for the CBRC's application for a Department of Conservation and Natural Resources (DCNR) Partnership Program (C2P2) Grant to conduct a master comprehensive recreation, park, open space and greenways plan for the Commission including the City of Altoona, Logan Township and the Altoona Area School District.

Mrs. Schmitt stated that the County would be under no financial obligation by signing this letter of support.

Discussion followed.

Resolution 107-2018: A resolution approving a Letter of Support in applying for a Department of Conservation and Natural Resources (DCNR) Partnership Program (C2P2) Grant to conduct a master comprehensive recreation, park, open space and greenways plan for the Commission including the City of Altoona, Logan Township and the Altoona Area School District.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 107-2018.

Metropolitan Planning Organization:

Commissioner Tomassetti requested authorization to add Helen P. Schmitt, County Administrator and Nicole M. Hemminger, Assistant County Administrator as alternates to the Metropolitan Planning Organization.

County Administrator Schmitt stated that Commissioners Erb and Tomassetti are both voting members to the Metropolitan Planning Organization and Commissioner Beam serves as an alternate member. She stated that in speaking with Wes Burket of the Blair County Planning Commission, he informed her that there can be additional alternates appointed to the organization. It was recommended that she and Mrs. Hemminger be appointed to serve as alternates to the organization.

Discussion followed.

Resolution 108-2018: A resolution approving authorization to add Helen P. Schmitt, County Administrator and Nicole M. Hemminger, Assistant County Administrator as alternates to the Metropolitan Planning Organization.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 108-2018.

Court Administration:

- a. Janice Meadows requested approval to submit an application for Senior Judge Reimbursable Costs incurred in calendar year 2017, to the Administrative Office of the Pennsylvania Courts.

Mrs. Meadows stated that this is an annual submission to the Administrative Office of Pennsylvania Courts. She stated that the reimbursement request total for 2017 is \$11,176.00.

Discussion followed.

Resolution 109-2018: A resolution approving the submission of an application for Senior Judge Reimbursable Costs incurred in calendar year 2017 in the total amount of \$11,176.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 109-2018.

- b. Janice Meadows requested approval of the submission of an application for Language Access Reimbursable costs incurred in the calendar year 2017.

Mrs. Meadows stated that this is an annual submission to the Administrative Office of Pennsylvania Courts. She stated that the reimbursement request total for 2017 is \$1,745.09.

Discussion followed.

Resolution 110-2018: A resolution approving the submission of an application for Language Access Reimbursable costs incurred in calendar year 2017 in the amount of \$1,745.09.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 110-2018.

OLD BUSINESS:

Lawyers Lobby:

Discussion concerning additional proposals received for the replacement of one (1) door in the Lawyer's Lobby.

Commissioner Tomassetti stated that Dave Albright is not ready for discussion to take place on this agenda item.

MEETING RECESSED:

Commissioner Tomassetti stated that today's meeting will recess and reconvene on Friday, March 23, 2018 at 8:15 a.m. in the Commissioner's Meeting Room.

RECONVENED MEETING, FRIDAY, MARCH 23, 2018, 8:15 A.M.:

Location: Commissioners Meeting Room, Basement, New Addition.

Members Present: Commissioner Erb, Commissioner Beam, and County Administrator Schmitt.

Members Absent: Commissioner Tomassetti and Solicitor Karn.

Others Present: Kay Stephens (Altoona Mirror) and Nicole Hemminger and Melissa Harpster (Commissioner's Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

PUBLIC COMMENT:

Commissioner Erb called for public comment. **There were no comments noted.**

OLD BUSINESS:

Lawyers Lobby:

Discussion concerning additional proposals received for the replacement of one (1) door in the Lawyer's Lobby.

No discussion followed due to the absence of Commissioner Tomassetti and Architect Dave Albright.

TABLED ITEMS:

Blair County Human Resources:

Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.

County Administrator Schmitt stated that this item remains tabled.

NEW BUSINESS:

New Hires:

Employment of Mitch Cooper, Interim Warden, Prison, effective 03/24/18, \$75,000.00/year.

Commissioner Erb stated that the county was recently informed that Acting Warden, Bob Marsh's last day as Acting Warden would be today, Friday, March 23, 2018. Commissioner Beam stated that Dr. Marsh is leaving to assume the position as Superintendent at the Benner Township State Correctional Institution.

Discussion followed.

Commissioner Erb stated that the Prison Board and the Salary Board both approved the recreation of the Warden position, the advertising for the Warden position, the creation of an Interim Warden position.

Discussion followed.

Commissioner Erb stated that the Prison Board and the Salary Board both approved the hiring of Mitch Cooper as Interim Warden for 90 days, effective tomorrow, March 24, 2018.

Discussion followed.

Resolution 111-2018: A resolution approving the employment of Mitch Cooper, as Interim Warden at the Blair County Prison for a period of 90 days, effective 03/24/18 at the rate of \$75,000.00/year (pro rata for the 90 day period).

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 111-2018.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator