

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, NOVEMBER 13, 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 – OCTOBER 30, 2018**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **SPECIAL PRESENTATIONS**

Professional Certification – Mark Taylor

NatureWorksPark PowerPoint Presentation

8. **CONSENT AGENDA**

Resolution 400-2018:

- a. Payment of seven (7) Warrant Lists dated October 30, October 31, November 5, and November 9, 2018 in the amounts of \$459,342.38, \$16,392.56, \$33,720.67, \$467,602.64, \$417,463.09, \$25,190.61 and \$79,111.27, which include payments of the following invoices:
 - **Invoices** payable to **UPMC Altoona**, in the total amount of \$52,984.76.
 - **Invoices #4 and #8**, received from Keller Engineers, Inc., in the amounts of \$761.43 and \$16,848.29, respectively, for Preliminary Design Services for Blair County Bridge #10/Friesville.
 - **2017 Project Fund/Bond/Courthouse Water Infiltration Project:** Invoice payable to John Rita, in the total amount of \$500.00, for services rendered during the month of October 2018.
 - **2017 Project Fund/Bond/Lawyer’s Lobby Project: Application #7 (Final)** received from **Albert Michaels Conservation**, in the total amount of \$9,982.50, for restoration of select plaster, wood and marble surfaces;
Application #6, received from **Bettwy Electric**, in the total amount of \$582.12, for services rendered.
 - **2017 Project Fund/Bond/HVAC Improvement and Interior Alterations Project: Application #1**, received from **Marc Service, Inc.**, in the total amount of \$121,160.34, for services rendered.
- b. Ratification of Payroll for the Period Ending November 9, 2018, in the total amount of \$751,001.17.
- c. **Budget Transfer:** Transfer from 01101-41999-Commissioner’s to 01161FM-46030-MDJ Miller in the amount of \$14,886.40, for a project that will be reimbursed by the Administrative Office of Pennsylvania Courts.
- d. **Budget Transfer:** Transfer from 01101-41999-Commissioner’s to 01209PO-44820 Prison, in the amount of \$22,820.00, for repairs to the elevator.
- e. **Budget Transfer:** The following budget transfers are for payment of the October 2018 Justifacts invoice charges originally budgeted in Human Resources and being charged to the appropriate departments:

From	\$	To
01105-42000 Human Resources	\$1,651.95	01209PO-42000 Prison
01105-42000 Human Resources	\$66.25	01112-42000 Controller
01105-42000 Human Resources	\$67.25	01157-42000 Public Defender
01105-42000 Human Resources	\$120.25	01107-42000 Assessment
01105-42000 Human Resources	\$142.25	01161DD-42000 MDJ DeAntonio
01105-42000 Human Resources	\$238.95	011061-42000 Elections/Voter Registration
01105-42000 Human Resources	\$146.75	01153-42000 Prothonotary
01105-42000 Human Resources	\$142.75	01109-42000 Treasurer

- f. **Blair County Hospital Authority:** Requesting approval of the resignation of Elia Ofeish from the Board, term to expire December 30, 2020, the appointment of Shane Crawford to fill the unexpired term of Elia Ofiesh and the reappointment of Robert Scholl for the period of January 1, 2019 through December 31, 2023.

- g. **Blair County Bridge #10/Friesville:** Requesting approval for payment of Invoice #09, received from Keller Engineers, Inc., in the total amount of \$3,440.32, for preliminary design services for bridge replacement project. Expense will be paid from the Marcellus Shale Legacy Fund and is 95% reimbursable.
- h. **Employment:** Tasha R. Walls, PT, Office Assistant, Public Defender's Office, \$9.18/hr., effective 11/05/18; Valerie L. Wyper, FT, Deputy Treasurer, Treasurer's Office, \$35,000.16; Bernadette M. Urbassik, PT/Fill-In, Corrections Officer, \$14.42/hr., effective 11/05/18; Jan M. Glunt, FT, Assessor 1, Assessment Office, \$19,801.60/yr., effective 11/05/18; Tia S. Esterling, FT, Administrative Clerk, District Attorney's Office, \$16,052.40/yr., effective 11/05/18; Kelby Carlson, FT, Assistant District Attorney, District Attorney's Office, \$35,000.16/yr., effective 11/05/18 and Jeffrey Lagergren, FT, Parole and Probation Officer, APO, \$23,790.00/yr., effective 11/13/18.
- i. **Resignations:** Taylor A. Bivens, FT, Corrections Officer, Prison, \$19.54/hr., effective 10/29/18; Amanda K. Jacobson, FT, Assistant District Attorney, \$50,000.08/yr., effective 11/02/18.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. Review of Committed Funds:

Requesting approval to reduce General Fund Committed Funds **FROM** \$3,310,417.00 (\$2,000,000 – Pension Contribution, \$1,128,941 – Post-Retirement Healthcare (Valley View), \$181,476 – Worker's Comp Reserve (Valley View) **TO** \$856,682 (\$714,743 – Post Retirement Healthcare (Valley View), \$141,939 – Worker's Comp Reserve (Valley View)).

B. 2019 General Funds and Reserve Account Budget Introduction:

Introduction of the 2019 General Fund and following reserve accounts:

Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

C. Worker's Compensation:

- i. Requesting approval to renew a Loss Prevention Services Agreement between the County of Blair and Babb Absence Management Services (BAMS), for a one-year period, January 1, 2018 through December 31, 2019, for the county's work-related safety/loss prevention program, in an amount not to exceed \$6,000.00.
- ii. Requesting approval to renew an agreement between the County of Blair and Babb Absence Management Services (BAMS), to provide Third Party Administrative Services, effective January 1, 2019 thru December 31, 2019, at a rate of \$140.00/claim (medical only), \$700.00/claim (Loss Time) or a minimum annual amount of \$16,000.00. (Actuarial Report, if needed, will be billed at BAMS cost, in addition to the fees listed.)

D. Blair County Emergency Management Agency/911E:

- i. Requesting approval of a contract between the County of Blair, on behalf of the Blair County Local Emergency Planning Committee (LEPC) and the Blair County Convention Center for the annual LEPC SARA Summit to be held on April 15, 2019, in an amount not to exceed \$12,000.00 to be paid from the Hazardous Materials Response Fund (HMRF).
- ii. Requesting approval for the submission of the calendar year 2019 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$31,336.80, for the period of January 1, 2019 through December 31, 2019.
- iii. Requesting approval of renewal License and Service and Support Agreement between the County of Blair, on behalf of the Department of Emergency Services and Medical Priority Consultants, Inc., d/b/a Priority Dispatch Corporation, for the Emergency Medical, Fire and Police Dispatch Systems (MPDS, FPDS, and PPDS) in the amount of \$22,869.75, for the period of November 15, 2018 through November 14, 2019. (Costs associated with the expense will be paid from the 911 Account Reserve Acct. #044.)

- iv. Requesting approval of an amendment to a License Agreement dated June 21, 2012, between the County of Blair, Blair County Department of Emergency Services and Tyler Technologies, Inc., for the installation of CAD-to-CAD Interface with no additional software fees, in the total fixed price amount of \$5,800.00. Cost to be covered 100% by Regional Act 12 Grant Funds.
- v. Requesting approval of a proposal received from Dell in the total amount of \$19,279.70, for new computer equipment to replace outdated equipment in the 911 Center. This equipment is for dispatcher use and meets or exceeds the upgrade specifications set forth by the CAD software vendor Tyler Technologies.

E. Blair County Children, Youth and Families:

- i. Requesting approval of a FY 17/18 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth, and Families, and Community Service Foundation effective July 1, 2017 through June 30, 2018, for the following services: Foster Care \$119.97/per day and READY Program \$108.60/per day.
- ii. Requesting approval of a Letter of Agreement between the County of Blair, on behalf of Blair County Children, Youth, and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively “Beacon Light” for collaboration of services, information sharing for any of the following but limited to referral, treatment, discharge planning, and establishing supports for clients and their caregivers, for the period of July 1, 2018 through June 30, 2020.
- iii. Requesting approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively “Beacon Light” as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).
- iv. Requesting approval of a Documentation of Linkage between the County of Blair, on behalf of Blair County Children, Youth and Families and PeerStar LLC for the sharing of information effective October 1, 2018 through September 30, 2019.
- v. Requesting approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and PeerStar, LLC as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).
- vi. Requesting approval of a Monitoring and Associated Services Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group, in the amount of \$5.50/per day for monitoring services, for the period of July 1, 2018 through June 30, 2019.
- vii. Requesting approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

F. Blair County District Attorney's Office:

Requesting approval of to renew a License and Maintenance Agreement between the County of Blair, the Blair County District Attorney's Office and Corrections Development, Inc., in the total amount of \$6,974.00, for the 2019 Prosecutor Management Maintenance Upgrades for District Attorney Software and ten (10) hours of Technical, PMS Report and/or Oracle Database Support, for the period of January 1, 2019 to December 31, 2019.

G. Blair County Elections/Voter Registration Office:

Requesting approval for the acceptance of 2018 Help America Vote Act (HAVA) Election Security Grant Funds, in the total amount of \$126,035.69, pursuant to the Consolidated Appropriations Act of 2018 (P.L. 115-141), to be used for the purchase or lease of new HAVA-compliant voting systems that are certified in accordance with the Pennsylvania Election Code, meet current state and federal security and accessibility standards, and employ a voter-verifiable paper record.

H. Blair County Department of Social Services:

Requesting approval of the FY 2017-2018 Income and Expenditures Reports for Block Grant Counties for Mental Health, Intellectual Disabilities, Drug and Alcohol and Human Services Programs.

I. Fort Roberdeau:

Requesting approval for the submission of a 2019 Tourism Grant Application to Explore Altoona, in the total amount of \$3,996.00, for advertising and brochure expenditures. The Fort Roberdeau Association will provide a cash match up to \$1,000.00.

J. 2018 Audit:

Requesting approval of the agreed-upon procedures for auditing by Young, Oakes, Brown and Company, P.C. of the Commonwealth of Pennsylvania, Department of Human Services (DHS) funds received by the County of Blair, verifying that the amounts reports to DHS are accurately compiled and reflected in the audit books and records of the County of Blair. Fees for these services are included in the audit fee previously approved.

K. Blair County Bridge #10/Friesville: Requesting approval for payment of Invoice #09, received from Keller Engineers, Inc., in the total amount of \$3,440.32, for preliminary design services for bridge replacement. Expense will be paid from the Marcellus Shale Legacy Fund and is 95% reimbursable.

10. **UNFINISHED BUSINESS**

Resolution 391-2018: A resolution approving a quote received from CDW-G, in the amount of \$18,666.89, for the purchase of a BOMGAR Privileged Access Management System (\$8,919.06 Assessment Technology Fund/\$9,747.83 IT), pending final approval by Solicitor of CoStar's Contract.

Resolution 401-2018: A resolution approving to enter into a Sub-Recipient Agreement between the County of Blair and:

- The County of Blair Redevelopment & Housing Authorities (COBRAH) under Blair County's Non-Entitlement Program (multi-year) Community Development Block Grant Funds, in the amount of \$49,000.00.
- The County of Blair Redevelopment & Housing Authorities (COBRAH) under Hollidaysburg Borough's FY 2017 Community Development Block Grant Funds, in the amount of \$79,117.00.

Resolution 402-2018: A resolution approving the submission of an application to the Pennsylvania Housing Finance Association (PHFA) for 2018 Pennsylvania Affordability and Rehabilitation Enhances (PHARE) Funds, in the total amount of \$303,550.00 as follows:

1. Rental Assistance Program \$ 50,000.00
2. Family Services Shelter Renovations \$253,550.00

11. **OLD BUSINESS**

12. **ADJOURN**

WORK SESSION: TUESDAY, November 13, 2018, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor, New Addition.

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

Others Present: Nicole Hemminger (Commissioner's Office), Kay Stephens (Altoona Mirror), Sarah Chuff and Jenn Sleppy (Finance), Rocky Greenland (Public Works), Katherine Swigart (Human Resources), Jim Hudack and Jackie Saylor (Social Services), Carol Hartman (Southern Alleghenies Service Management Group), James Ott (Sheriff), Amy Wertz (Children, Youth and Families), Glenn Nelson (Fort Roberdeau), Kate Rimbeck, Mark Taylor, John Platt (EMA/911), Fred Boylstein (PEMA), Derek Elensky (District Attorney), Donna Fisher (Blair County Conservation District), Jim Stapleton (BAMS), and A.C. Stickel (Controller).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Erb requested that those present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES: Business Session Meeting of October 30, 2018.

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

PUBLIC COMMENT:

Commissioner Erb called for public comment.

Blair County Sheriff James Ott distributed his comments on the salaries of his staff and the high turn-over in his office to the Commissioners.

COMMISSIONERS COMMENTS:

SPECIAL PRESENTATIONS

Professional Certification – Mark Taylor

Fred Boylstein, Director, Central Area Office, Pennsylvania Emergency Management Agency presented Director of Public Safety Mark Taylor with the Professional Emergency Management Certification, which is the highest level of certification given by the Commonwealth. Director Taylor is one of only 10 directors in Pennsylvania to obtain this certification.

NatureWorksPark PowerPoint Presentation

Donna Fisher, Director, Blair County Conservation District, presented information on the NatureWorksPark property located at 10 Bedford Street Hollidaysburg, PA which is now open for visitors. NatureWorksPark has been designed to show how wetlands can be incorporated into developed land. The site contains wetlands, gardens, riparian buffer plantings, pavilions, trails and an amphitheater. NatureWorksPark could also be the future site of the Blair Conservation District Office if funding become available.

CONSENT AGENDA

Resolution 400-2018:

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- f. **Blair County Hospital Authority:** Requesting approval of the resignation of Elia Ofeish from the Board, term to expire December 30, 2020, the appointment of Shane Crawford to fill the unexpired term of Elia Ofiesh and the reappointment of Robert Scholl for the period of January 1, 2019 through December 31, 2023.
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- h. **Employment:** Tasha R. Walls, PT, Office Assistant, Public Defender’s Office, \$9.18/hr., effective 11/05/18; Valerie L. Wyper, FT, Deputy Treasurer, Treasurer’s Office, \$35,000.16; Bernadette M. Urbassik, PT/Fill-In, Corrections Officer, \$14.42/hr., effective 11/05/18; Jan M. Glunt, FT, Assessor 1, Assessment Office, \$19,801.60/yr., effective 11/05/18; Tia S. Esterling, FT, Administrative Clerk, District Attorney’s Office, \$16,052.40/yr., effective 11/05/18; Kelby Carlson, FT, Assistant District Attorney, District Attorney’s Office, \$35,000.16/yr., effective 11/05/18 and Jeffrey Lagergren, FT, Parole and Probation Officer, APO, \$23,790.00/yr., effective 11/13/18.
- i. **Resignations:** Taylor A. Bivens, FT, Corrections Officer, Prison, \$19.54/hr., effective 10/29/18; Amanda K. Jacobson, FT, Assistant District Attorney, \$50,000.08/yr., effective 11/02/18.

Commissioner Erb noted his abstention on consent agenda letter a, first bullet, the payment of invoices payable to UPMC Altoona, in the total amount of \$52,984.76, due to a conflict of interest.

Commissioner Tomassetti noted his abstention on consent agenda letter a, third bullet, the payment of an invoice to John Rita in the amount of \$500.00, and consent agenda letter g, the payment of an invoice to Keller Engineers, Inc., in the amount of \$3,440.32, for Blair County Bridge #10/Friesville due to conflicts of interest.

Commissioner Beam voted Nay to consent agenda letter a, third bullet, the payment of an invoice to John Rita for \$500.00, with Commissioner Erb voting Yea and Commissioner Tomassetti abstaining due a professional relationship with Mr. Rita. There being a tie vote and as permitted by the Ethics Act, Commissioner Tomassetti again noted his conflict, and then proceeded to cast his vote in favor of payment of the invoice, in light of the fact that the County has a previously approved contract with Mr. Rita.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 400-2018.

STAFF REPORTS & SPECIAL BUSINESS

Review of Committed Funds:

Jennifer Sleppy requested approval to reduce General Fund Committed Funds **FROM** \$3,310,417.00 (\$2,000,000 – Pension Contribution, \$1,128,941 – Post-Retirement Healthcare (Valley View), \$181,476 – Worker’s Comp Reserve (Valley View) **TO** \$856,682 (\$714,743 – Post Retirement Healthcare (Valley View), \$141,939 – Worker’s Comp Reserve (Valley View)).

Discussion followed.

Resolution 403-2018: A resolution approving the reduction of Committed General Funds.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 403-2018.

2019 General Funds and Reserve Account Budget Introduction:

Introduction of the 2019 General Fund and following reserve accounts:

Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

Jennifer Sleppy introduced the 2019 General Fund and Reserve Account budgets. Mrs. Sleppy stated that the budget reflects a \$647,133 operating shortage for 2019, however, it does predict an unassigned general fund balance of \$5,093,623 at the end of 2019. Property taxes for 2019 will remain at the same level as 2018.

Commissioner Tomassetti stated that the budget does not address the core function of county government. It does not “stop the bleed” by addressing the low salaries in various offices with high turnover including the offices of Public Defender, District Attorney and the Law Clerks.

Commissioner Beam stated he understands that this budget is not perfect, but it is fair to the Blair County tax payers. Commissioner Beam would like to see the results of the salary and job classification study before issuing raises above and beyond a \$10.00 minimum wage, 3% or \$1,000.00 (whichever is higher) cost of living adjustment, both of which are included in the introduced 2019 budget.

Commissioner Erb stated that he supports the 2019 budget and the reserve amount that is likely to result at the end of 2019. He stated that it is important for the Commissioners to build a reserve account or emergency fund with up to six months operating expenses. Erb also stated that he wishes to see the results of the salary and job classification study, which will give the county a professional and objective grading, scoring and classification of all job titles as well as a recommended wage.

Discussion followed.

Resolution 404-2018: A resolution to introduce the 2019 General Fund and Reserve Accounts.

Motion by Commissioner Beam, seconded by Commissioner Erb, votes recorded as follows: Beam – Aye, Erb – Aye, and Tomassetti – Nay. Motion carried.

Worker’s Compensation:

- i. Jim Stapleton, Manager, Loss Control and Safety, Babb Absence Management Services (BAMS), requested approval to renew a Loss Prevention Services Agreement between the County of Blair and (BAMS), for a one-year period, January 1, 2019 through December 31, 2019, for the county’s work-related safety/loss prevention program, in an amount not to exceed \$6,000.00.

Mr. Stapleton stated that the county closely monitors the employee accident reports. BAMS can suggest and administer training under this Loss Prevention Service Agreement that are specific to prevent the incidents that reoccur to take a proactive approach to minimizing that type of incident.

Mr. Stapleton stated that the employee accident reports have dropped significantly in the last ten years from 136 in 2010 to 47 in 2018. The cost associated with each claim has also dropped. In 2010 the County paid out \$554,810, compared to \$25,773, in 2017 or \$4,079 per claim in 2010 to \$548 per claim in 2017.

Discussion followed.

Resolution 405-218: A resolution approving the Loss Prevention Services Agreement between the County of Blair and Babb Absence Management Services (BAMS), for a one-year period, January 1, 2019 through December 31, 2019, for the county's work-related safety/loss prevention program, in an amount not to exceed \$6,000.00.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 405-2018.

- ii. Jim Stapleton requested approval to renew an agreement between the County of Blair and Babb Absence Management Services (BAMS), to provide Third Party Administrative Services, effective January 1, 2019 thru December 31, 2019, at a rate of \$140.00/claim (medical only), \$700.00/claim (Loss Time) or a minimum annual amount of \$16,000.00. (Actuarial Report, if needed, will be billed at BAMS cost, in addition to the fees listed.)

Mr. Stapleton stated the contract with BAMS is necessary to help the County track and monitor the worker's compensation claims the entire time the report is open.

Discussion followed.

Resolution 406-2018: A resolution approving the agreement between the County of Blair and Babb Absence Management Services (BAMS), to provide Third Party Administrative Services, effective January 1, 2019 thru December 31, 2019, at a rate of \$140.00/claim (medical only), \$700.00/claim (Loss Time) or a minimum annual amount of \$16,000.00.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 406-2018.

Blair County Emergency Management Agency/911E:

- i. Kate Rimbeck requested approval of a contract between the County of Blair, on behalf of the Blair County Local Emergency Planning Committee (LEPC) and the Blair County Convention Center for the annual LEPC SARA Summit to be held on April 16, 2019, in an amount not to exceed \$12,000.00 to be paid from the Hazardous Materials Response Fund (HMRF).

Mrs. Rimbeck clarified the date of the rental agreement includes the evening of April 15, 2019 for setup and the event will be held on April 16, 2019.

Discussion followed.

Resolution 407-2018: A resolution approving the contract between the County of Blair, on behalf of the Blair County Local Emergency Planning Committee (LEPC) and the Blair County Convention Center for the annual LEPC SARA Summit to be held on April 16, 2019, in an amount not to exceed \$12,000.00 to be paid from the Hazardous Materials Response Fund (HMRF).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 407-2018.

- ii. Kate Rimbeck requested approval for the submission of the calendar year 2019 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$31,336.80, for the period of January 1, 2019 through December 31, 2019.

Mrs. Rimbeck stated that this is a reimbursable grant for expenses, including salaries in 2019 and needs to be submitted electronically by November 15, 2018.

Discussion followed.

Resolution 408-2018: A resolution approving the submission of the calendar year 2019 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$31,336.80, for the period of January 1, 2019 through December 31, 2019.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 408-2018.

- iii. Mark Taylor requested approval to renew a License and Service and Support Agreement between the County of Blair, on behalf of the Department of Emergency Services and Medical Priority Consultants, Inc., d/b/a Priority Dispatch Corporation, for the Emergency Medical, Fire and Police Dispatch Systems (MPDS, FPDS, and PPDS) in the amount of \$22,869.75, for the period of November 15, 2018 through November 14, 2019. (Costs associated with the expense will be paid from the 911 Account Reserve Acct. #044.)

Mr. Taylor explained that Priority Dispatch Corporation provides the dispatchers with the correct protocol, including questions, for each call. This contract is at the same rate as last year.

Discussion followed.

Resolution 409-2018: A resolution approving the License and Service and Support Agreement between the County of Blair, on behalf of the Department of Emergency Services and Medical Priority Consultants, Inc., d/b/a Priority Dispatch Corporation, for the Emergency Medical, Fire and Police Dispatch Systems (MPDS, FPDS, and PPDS) in the amount of \$22,869.75, for the period of November 15, 2018 through November 14, 2019.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 409-2018.

- iv. John Platt requested approval of an amendment to a License Agreement dated June 21, 2012, between the County of Blair, Blair County Department of Emergency Services and Tyler Technologies, Inc., for the installation of CAD-to-CAD Interface with no additional software fees, in the total fixed price amount of \$5,800.00. Cost associated with the amendment will be covered 100% by Regional Act 12 Grant Funds.

Mr. Platt stated that the software was included as part of the Act 12 grant fund award.

Discussion followed.

Resolution 410-2018: A resolution approving the amendment to a License Agreement dated June 21, 2012, between the County of Blair, Blair County Department of Emergency Services and Tyler Technologies, Inc., for the installation of CAD-to-CAD Interface with no additional software fees, in the total fixed price amount of \$5,800.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 410-2018.

- v. Mr. Platt requested approval of a proposal received from Dell in the total amount of \$19,279.70, for new computer equipment to replace outdated equipment in the 911 Center. This equipment is for dispatcher use and meets or exceeds the upgrade specifications set forth by Tyler Technologies, the CAD software vendor.

Mr. Platt stated that the vendor is on CoStars, and the expense for the computers will be paid out of the 2017 Bond proceeds as part of the Communications Room Upgrade project.

Discussion followed.

Resolution 411-2018: A resolution approving the proposal received from Dell in the total amount of \$19,279.70, for new computer equipment to replace outdated equipment in the 911 Center.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 411-2018.

Blair County Children, Youth and Families:

- i. Amy Wertz requested approval of a FY 17/18 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth, and Families, and Community Service Foundation effective July 1, 2017 through June 30, 2018, for the following services: Foster Care \$119.97/per day and READY Program \$108.60/per day.

Ms. Wertz stated that the County placed one child with the center in late June 2018. The agreement has been approved by the solicitor. There is no rate change from the FY16/17 rates.

Discussion followed.

Resolution 412-2018: A resolution approving the FY 17/18 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth, and Families,

and Community Service Foundation effective July 1, 2017 through June 30, 2018, for the following services, is hereby approved: Foster Care \$119.97/per day and READY Program \$108.60/per day.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 412-2018.

- ii. Amy Wertz requested approval of a Letter of Agreement between the County of Blair, on behalf of Blair County Children, Youth, and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively "Beacon Light" for collaboration of services, information sharing for any of the following but limited to referral, treatment, discharge planning, and establishing supports for clients and their caregivers, for the period of July 1, 2018 through June 30, 2020.

Discussion followed.

Resolution 413-2018: A resolution approving the Letter of Agreement between the County of Blair, on behalf of Blair County Children, Youth, and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively "Beacon Light" for collaboration of services, information sharing for any of the following but limited to referral, treatment, discharge planning, and establishing supports for clients and their caregivers, for the period of July 1, 2018 through June 30, 2020.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 413-2018.

- iii. Amy Wertz requested approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively "Beacon Light" as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Discussion followed.

Resolution 414-2018: A resolution approving HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and Beacon Light Behavioral Health System (BLBHS) and Beacon Light Adult Residential Services (BLARS), collectively "Beacon Light" as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 414-2018.

- iv. Amy Wertz requested approval of a Documentation of Linkage between the County of Blair, on behalf of Blair County Children, Youth and Families and PeerStar LLC for the sharing of information effective October 1, 2018 through September 30, 2019.

Ms. Wertz stated that the sharing of information is at no cost to the County.

Discussion followed.

Resolution 415-2018: A resolution approving the Documentation of Linkage between the County of Blair, on behalf of Blair County Children, Youth and Families and PeerStar LLC for the sharing of information effective October 1, 2018 through September 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 415-2018.

- v. Amy Wertz requested approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and PeerStar, LLC as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act

(HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Discussion followed.

Resolution 416-2018: A resolution approving HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and PeerStar, LLC as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 416-2018.

- vi. Amy Wertz requested approval of a Monitoring and Associated Services Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group, in the amount of \$5.50/per day for monitoring services, for the period of July 1, 2018 through June 30, 2019.

Ms. Wertz stated that the rate of this agreement has been reduced from \$10.00/hour to \$5.50 per day to monitor each juvenile offender.

Discussion followed.

Resolution 417-2018: A resolution approving Monitoring and Associated Services Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group, in the amount of \$5.50/per day for monitoring services, for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 417-2018.

- vii. Amy Wertz requested approval of a HIPAA Business Associate Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Discussion followed.

Resolution 418-2018: A resolution approving HIPAA Business Associate Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and on behalf of Blair County Children, Youth and Families and Track Group as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 418-2018.

Blair County District Attorney's Office:

Derek Elensky requested approval to renew a License and Maintenance Agreement between the County of Blair, the Blair County District Attorney's Office and Corrections Development, Inc., in the total amount of \$6,974.00, for the 2019 Prosecutor Management Maintenance Upgrades for District Attorney Software and ten (10) hours of Technical, PMS Report and/or Oracle Database Support, for the period of January 1, 2019 to December 31, 2019.

Mr. Elensky stated that this software is used to track the cases in the District Attorney's office from start to finish. There is a slight increase of \$32 from the amount in the current contract.

Discussion followed.

Resolution 419-2018: A resolution approving License and Maintenance Agreement between the County of Blair, the Blair County District Attorney's Office and Corrections

Development, Inc., in the total amount of \$6,974.00, for the 2019 Prosecutor Management Maintenance Upgrades for District Attorney Software and ten (10) hours of Technical, PMS Report and/or Oracle Database Support, for the period of January 1, 2019 to December 31, 2019.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 419-2018.

Blair County Elections/Voter Registration Office:

Sarah Seymour requested approval for the acceptance of 2018 Help America Vote Act (HAVA) Election Security Grant Funds, in the total amount of \$126,035.69, pursuant to the Consolidated Appropriations Act of 2018 (P.L. 115-141), to be used for the purchase or lease of new HAVA-compliant voting systems that are certified in accordance with the Pennsylvania Election Code, that meet current state and federal security and accessibility standards, and employ a voter-verifiable paper record.

Mrs. Seymour stated that the grant will not cover the entire amount of the new election machines.

Discussion followed.

Resolution 420-2018: acceptance of 2018 Help America Vote Act (HAVA) Election Security Grant Funds, in the total amount of \$126,035.69, pursuant to the Consolidated Appropriations Act of 2018 (P.L. 115-141), to be used for the purchase or lease of new HAVA-compliant voting systems that are certified in accordance with the Pennsylvania Election Code, meet current state and federal security and accessibility standards, and employ a voter-verifiable paper record.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 420-2018.

Blair County Department of Social Services:

James Hudack requested approval of the FY 2017-2018 Income and Expenditures Reports for Block Grant Counties for Mental Health, Intellectual Disabilities, Drug and Alcohol and Human Services Programs.

Mr. Hudack stated that over \$6,000,000.00 was spent on 17,637 unduplicated individuals in 2017/2018, which is 5,000 more individuals than FY 16/17. Retained funds were also used to continue programs for employment transportation, summer employment programs, forensic case manager and train the trainer events.

Mr. Hudack stated that other county departments have worked together to share and blend funds for the most impact. He stated that the 2012 allocation was cut 10% and there has been no increase since.

Discussion followed.

Resolution 421-2018: A resolution approving the FY 2017-2018 Income and Expenditures Reports for Block Grant Counties for Mental Health, Intellectual Disabilities, Drug and Alcohol and Human Services Programs.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 421-2018.

Fort Roberdeau:

Glenn Nelson requested approval for the submission of a 2019 Tourism Grant Application to Explore Altoona, in the total amount of \$3,996.00, for advertising and brochure expenditures. The Fort Roberdeau Association will provide a cash match up to \$1,000.00.

Discussion followed.

Resolution 422-2018: A resolution approving the submission of a 2019 Tourism Grant Application to Explore Altoona, in the total amount of \$3,996.00, for advertising and brochure expenditures.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 422-2018.

2018 Audit:

Helen Schmitt requested approval of the agreed-upon procedures for auditing by Young, Oakes, Brown and Company, P.C. of the Commonwealth of Pennsylvania, Department of Human

Services (DHS) funds received by the County of Blair, verifying that the amounts reports to DHS are accurately compiled and reflected in the audit books and records of the County of Blair. Fees for these services are included in the audit fee previously approved.

Discussion followed.

Resolution 423-2018: A resolution approving the agreed-upon procedures for auditing by Young, Oakes, Brown and Company, P.C. of the Commonwealth of Pennsylvania, Department of Human Services (DHS) funds received by the County of Blair, verifying that the amounts reported to DHS are accurately compiled and reflected in the audit books and records of the County of Blair.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 423-2018.

Blair County Bridge #10/Friesville: Requesting approval for payment of Invoice #09, received from Keller Engineers, Inc., in the total amount of \$3,440.32, for preliminary design services for bridge replacement. Expense will be paid from the Marcellus Shale Legacy Fund and is 95% reimbursable.

Discussion followed.

Resolution 424-2018: A resolution approving the payment of Invoice #09, received from Keller Engineers, Inc., in the total amount of \$3,440.32, for preliminary design services for Blair County Bridge #10/Friesville replacement

Commissioner Tomassetti noted his abstention due to a conflict of interest as he has a professional relationship with Keller Engineers, Inc.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 424-2018.

UNFINISHED BUSINESS

Resolution 391-2018: A resolution approving a quote received from CDW-G, in the amount of \$18,666.89, for the purchase of a BOMGAR Privileged Access Management System (\$8,919.06 Assessment Technology Fund/\$9,747.83 IT), pending final approval by Solicitor of CoStar's Contract.

No discussion or action taken.

Resolution 401-2018: A resolution approving to enter into a Sub-Recipient Agreement between the County of Blair and:

- The County of Blair Redevelopment & Housing Authorities (COBRAH) under Blair County's Non-Entitlement Program (multi-year) Community Development Block Grant Funds, in the amount of \$49,000.00.
- The County of Blair Redevelopment & Housing Authorities (COBRAH) under Hollidaysburg Borough's FY 2017 Community Development Block Grant Funds, in the amount of \$79,117.00.

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 401-2018.

Resolution 402-2018: A resolution approving the submission of an application to the Pennsylvania Housing Finance Association (PHFA) for 2018 Pennsylvania Affordability and Rehabilitation Enhances (PHARE) Funds, in the total amount of \$303,550.00 as follows:

- Rental Assistance Program \$ 50,000.00
- Family Services Shelter Renovations \$253,550.00

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 402-2018.

OLD BUSINESS

ADJOURN

Meeting Adjourned,

Helen P. Schmitt, County Administrator