

WORK SESSION: TUESDAY, APRIL 18, 2023, 10:00 A.M.

Location: Commissioners Meeting Room, Basement.

**Public meetings are being held both in-person and by conference call. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

Call to Order:

Commissioner Erb called the meeting to order.

Moment of Silent Reflection:

Commissioner Erb called for silent reflection.

Pledge of Allegiance to the Flag:

Commissioner Erb requested those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

Others Present:

Jennifer Knisely, Heather Lindskold (Blair County Library System), Kevin T. Yoder (Hollidaysburg Area Public Library), Danette Feathers (Martinsburg Community Library), Jessica Ford Cameron (Bellwood Antis Public Library), Tricia Maceno (Social Services), Katherine Swigart (HR), Alex Ross Schnaubelt, Lisa Clouser, Tory Schware (Family Services), Jen Powell (Tyrone-Snyder Public Library), Lindsay Dempsie and Brandon Meck (Finance), Rebecca Robinson (Purchasing), Kay Stephens (Altoona Mirror), Sarah Seymour (Elections), DeAnna Heichel (Assessment), AC Stickel (Controller), Chris Tatar (Sheriff's Office), Amanda Moore (APO), Melissa Harpster and Allison Senkevich (Commissioners Office) and Helen Schmitt (Public).

Upcoming Meetings:

Wednesday, April 19, 2023	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Fl.)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, April 20, 2023	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, April 21, 2023		
Monday, April 24, 2023		
Tuesday, April 25, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

Approval of Meeting Minutes: 04/04/23

Commissioner Erb called for corrections or changes to the meeting minutes of 04/04/23. There were no corrections or changes noted.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to accept the minutes as prepared.

Public Comment:

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

Commissioner Comments:

Commissioner Erb called for commissioner comments.

Commissioner Burke stated that the Records Improvement Committee Meeting scheduled for 9:30 a.m., Thursday, April 20, 2023 is cancelled due to lack of a quorum.

Commissioner Burke stated that there is one-1 open position on the Board of Assessment Appeals. She stated that the deadline for applying through Workable is May 1, 2023. Workable may be found by visiting the county's website www.blairco.org, selecting Human Resources, then Workable, and then selecting the Board of Assessment Appeals position.

Commissioners Webster and Erb had no comments.

**Proclamations: Sexual Assault Awareness Month
National Library Week 2023**

Commissioner Burke read the following proclamation:

**Proclamation
Sexual Assault Awareness Month – April 2023**

WHEREAS, sexual assault is an intolerable violent crime with public health implications for every person in Blair County regardless of the age, gender expression, sexual orientation, race, ethnicity, religion, disability, or socio-economic status of a victim, family member, or significant other of a victim; and

WHEREAS, no one single person, organization, agency or community can eliminate sexual assault on their own—we must work together to educate our entire population about what can be done to prevent sexual assault, support victims and their significant others, and increase support for agencies providing services to victims; and

WHEREAS, ending sexual assault in Blair County must include active public and private efforts, including conversation about what sexual violence is, how to prevent it, how to help survivors connect with crucial counseling

and other support services, and how every segment of our society can work together to better address sexual violence; and

WHEREAS, the Victim Services Program of Family Services Incorporated leads the way in Blair County in addressing sexual assault by continuing services including 24-hour hotline services to victims and their significant others, offering support and comfort to those impacted by sexual assault during criminal proceedings, and empowering those impacted by sexual assault to begin the healing process; and

WHEREAS, the Blair County District Attorney's Office of Victim/Witness serves as a direct line of communication between sexual assault victims and the prosecutors who battle to achieve accountability in the criminal justice system, allowing a sexual assault victim's voice to be heard and heeded by both judge and jury in the courtroom; and

WHEREAS, the national statistics demonstrate that justice for sexual assault victims has been elusive in our country since only 5% of all sexual assaults lead to arrest and only 3% of all sexual assaults result in a conviction, the Blair County District Attorney and his Assistants have committed to transforming Blair County into a safer haven for victims than the rest of the nation by prioritizing sexual assault prosecutions in Blair County through trauma-informed interactions with victims; through working in lockstep with law enforcement to strengthen investigations that pave the way for effective arrests and successful prosecutions; and through zealous courtroom advocacy to secure convictions from Blair County juries and strong sentences from Blair County judges; and

WHEREAS, the Victim Services Program, the Blair County District Attorney's Office Victim/Witness program, and the Blair County District Attorney along with his assistant prosecutors have all worked together to build collaborative relationships to improve the quality of service for those most profoundly and directly impacted by sexual violence, thus setting an important example for how the rest of the community might work together to speak out and find solutions to sexual violence; and

WHEREAS, the Victim Services Program, the Blair County District Attorney's Office Victim/Witness, and the Blair County District Attorney requests public support and assistance as they continue their efforts to bring real hope for freeing Blair County from the tragedy of sexual violence to create a future where all women, men, and children can live free from violence and exploitation; and

NOW, THEREFORE, BE IT RESOLVED that we, the Blair County Board of Commissioners, do hereby proclaim the month of April 2023 as **SEXUAL ASSAULT AWARENESS MONTH** and commend this observance to all citizens.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt the Proclamation.

Alex Ross Schnaubelt shared a few brief words and thanked the board for the recognition. He stated that a lunch and learn would be held on Friday, April 28, 2023 at the American Legion Social Hall in Hollidaysburg, PA from 11 am until 2 pm and that reservations for the event can be made by visiting their website www.familyservicesinc.net

Commissioner Webster read the following proclamation:

**Proclamation
National Library Week 2023**

WHEREAS, libraries are more than book repositories, demonstrating the breadth and depth of all they offer to their communities, with opportunities for community engagement, learning and growth while delivering new services which more closely connect to residents and their needs;

WHEREAS, libraries throughout Pennsylvania have consistently served as valued and needed institutions, and library staffs and volunteers strengthen these centers by fueling their efforts to enhance the surrounding community;

WHEREAS, the Pennsylvania Library Association is the state's oldest and most diverse professional library organization serving libraries, library employees, library trustees, and Friends of the Library groups working to heighten awareness of the various tools and resources, such as STEM programming, workforce development and life planning tips libraries offer;

WHEREAS, collectively we recognize librarians as information professionals who provide expertise, services and guidance for patrons to access credible sources and material, making their own informed decisions about the worlds they navigate;

WHEREAS, librarians level the playing field for anyone who seeks information and access to technologies, particularly as society continues to transition the way in which information is shared and explored in the online world;

WHEREAS, the Pennsylvania Library Association's PA Forward initiative provides a collective voice for the state's libraries to tell their own stories, building capacity for the work they do with and for patrons through five literacies – Basic, Information, Civic and Social, Health and Financial – underscoring the importance of lifelong learning;

WHEREAS, Pennsylvania libraries support democracy and effect social change through their commitment to providing equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status;

WHEREAS, April 25 is National Library Workers Day, a day for all library staff, volunteers and supporters to highlight the immeasurable contributions made by libraries; April 26 is National Library Outreach Day, a day recognizing the importance of libraries being available beyond their physical structure; and April 27 is Take Action for Libraries Day, a day which encourages everyone to recognize how libraries enhance communities and quality of life;

NOW, THEREFORE, be it resolved that the Blair County Board of Commissioners proclaim National Library Week, April 23-29, 2023 in Blair County. Residents are encouraged to visit their local libraries this week and beyond, exploring all that libraries have to offer, realizing that literacy is power and that libraries provide the fuel to move Pennsylvania forward.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt the proclamation.

Jennifer Knisely shared a few brief words and thanked the board for the recognition and their continued support of the Blair County Library System.

Ms. Knisely presented the following figures reflected in the 2021/2022 Annual Report:

- Blair County Investment \$163,037
- Hours open 15,207
- Library Visits 177,780
- Patron Questions 27,128
- Registered Users 33,780
- Checkouts 266,179
- Programs Offered 2,240
- Public Computers 116
- Public Computer Uses 16,609
- WiFi Connections 325,307
- Dollars Saved by using libraries \$3,055,622

Ms. Knisely stated that the Blair County Library System is pleased to announce its collaboration with the following:

- Fort Roberdeau Backpack Program
- Healthy Blair County Coalition’s *Fighting Fraud* event April 26 and 27
- Healthy Blair County Coalition’s *Let’s Move into Kindness* event June 2023
- ABCmouse Home Access Learning App for children ages 2-8+
- Summer Quest a county-wide treasure hunting coming in 2023

Consent Agenda:
Resolution #186-2023:

a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
04/18/2023	230418CY	\$394,431.07
04/18/2023	230418SS	\$154,764.49
04/18/2023	230418TC	\$517,756.12
04/18/2023	230418WW	\$615,133.24

b. Ratification of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
04/11/2023	230411da	\$ 155.25
04/10/2023	230410fs	\$ 2,008.46
04/05/2023	230405ml	\$31,303.18
04/04/2023	230410fp	\$ 1,550.00

Which include payment of the following invoice:

- Thomas and Chandra Jandora in the total amount of \$1,550.00.

- c. **Blair County Bridges 87, 88, 89 and 92/Box Culvert Project:** Requesting approval for payment of Application #2, received from Francis J. Palo, Inc., in the total amount of \$41,595.61.
- d. **Employment:** Sheryl A. Durbin, PT, Temporary, Department Assistant, Elections, \$11.00/hr., effective 04/17/2023; Brittani S. Ferguson, FT, Administrative Support, Public Safety-EMA, \$12.77/hr., effective 04/17/2023; and Dawn L. Gardini, FT, Caseworker I, CYF, \$17.29/hr., effective 04/17/2023.
- e. **Employment Status Change:** Marc E. Seifert, From FT, Deputy Director, Domestic Relations, \$46,355.14/yr., To, FT, Director, Domestic Relations, \$59,223.33/yr., effective 04/10/23; Jacob L. Lancaster, and Julie L. Geisbrecht, From, Fill-In, PT, Corrections Officer, Prison, \$15.08/hr., To, FT, Corrections Officer, Prison, \$21.05/hr., effective 04/15/2023; Latecia A. McCaulley, From, PT, Caseworker II, CYF, 19.0 hours per week, \$17.42/hr., To, PT, Caseworker II, CYF, 29.0 hours per week, \$17.42/hr.; Dorothy R. Culbertson, From FT, Administrative Support, JPO, \$12.40/hr., To, FT, Administrative Support, Public Defender’s Office, \$12.16/hr., effective 04/17/2023; Misty J. Steinbacher, From FT, Case Manager, Domestic Relations, \$15.75/hr., To, FT, Case Manager/Enforcement Specialist, Domestic Relations, \$15.75/hr., effective 04/17/2023; Michael W. Wilt, From FT, Corrections Officer, Prison, \$22.16/hr., To, Fill-In, PT, Corrections Officer, Prison, \$15.08/hr., effective 04/18/2023; and Wendy J. Myers, From, FT, Probation Officer Aide I, APO, \$11.98/hr., To, PT, Probation Officer Support, APO, \$11.98/hr., effective 04/22/2023.
- f. **Effective Date Change:** Rory M. Grassadonia, FT, Social Services Aide I, CYF, \$10.60/hr., effective 04/11/2023.
- g. **Resignations:** Evan R. Sutton, FT, Corrections Officer, Prison, \$21.05/hr., effective 04/05/2023; Chad F. Culbertson, PT, Telecommunicator, 911 Center, \$16.30/hr., effective 04/12/2023; Hannah B. Bollinger, FT, Receptionist/Clerk, Prothonotary, \$11.20/hr., effective 04/14/2023; and Abigail K. Noel, Deputy, Sheriff’s Office, \$15.75/hr., effective 04/21/2023.

Commissioner Burke noted her abstention on the payment of an invoice to Thomas and Chandra Jandora due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 186-2023.

Staff Reports & Special Business:

Assessment Office:

DeAnna Heichel requested approval of the Blair County Assessment Appeals Rules and Regulations.

Ms. Heichel provided a brief summary of noted changes to the rules and regulations. She stated that the rules and regulations will be effective June 1, 2023.

Discussion followed.

Resolution 187-2023: Approving the Blair County Assessment Appeals Rules and Regulations effective June 1, 2023.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 187-2023.

Social Services:

Trisha Maceno requested approval for the submission of the State Fiscal Year 2021/2022 Revision #2 Income and Expense Report for the Human Services Block Grant for Mental Health, Housing Assistance Program, Human Service and Support Services, Intellectual Disabilities, and Drug and Alcohol Programs to the Pennsylvania Department of Human Services.

Ms. Maceno stated that the revision was strictly for a typographical error and in no way changed the financial amounts associated with the expense report.

Discussion followed.

Resolution 188-2023: A resolution approving submission of the State Fiscal Year 2021/2022 Revision #2 Income and Expense Report for the Human Services Block Grant for Mental Health, Housing Assistance Program, Human Service and Support Services, Intellectual Disabilities, and Drug and Alcohol Programs to the Pennsylvania Department of Human Services.

Motion by Commissioner Erb, seconded Commissioner Webster and unanimously approved to adopt Resolution 188-2023.

Adult Parole and Probation:

Amanda Moore requested approval of the FY 2022 Pennsylvania Commission on Crime and Delinquency (PCCD) Grant-In-Aid Sub-grant Award (2022-GA-ST-40308), in the total award amount of \$70,288.00 for the period of July 1, 2022 through June 30, 2023.

Discussion followed.

Resolution 189-2023: Approving the FY 2022 Pennsylvania Commission on Crime and Delinquency (PCCD) Grant-In-Aid Sub-grant Award (2022-GA-ST-40308), in the total award amount of \$70,288.00 for the period of July 1, 2022 through June 30, 2023.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 189-2023.

Elections/Voter Registration:

Sarah Seymour requested approval of an Election Services Agreement between the County of Blair and Election Systems & Software LLC, a Delaware Limited Liability Company, for coding of the 2023 Municipal Primary and Election Ballot with fees as outlined in said agreement and twelve-12 days of on-site support, in the total amount of \$34,650.00.

Ms. Seymour stated that the agreement covers both the Primary and General Elections.

Discussion followed.

Resolution 190-2023: Approving the Election Services Agreement between the County of Blair and Election Systems & Software LLC, a Delaware Limited Liability Company, for coding of the 2023 Municipal Primary and Election Ballot with fees as outlined in said agreement and twelve-12 days of on-site support, in the total amount of \$34,650.00.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 190-2023.

Human Resources:

- i. Katherine Swigart requested approval of a Services Agreement between the County of Blair and Grace M. Fala, PhD, for up to six (6), ninety (90) minute communication workshops, in the amount of \$500.00 per three (3) hours of workshops, including all preparations, travel to/from either Juniata College or her Belleville, PA residence (gratis), supplies (gratis), and any needed accommodations (gratis) for the period of May 2, 2023 through June 30, 2023.

Miss Swigart stated that Dr. Fala's rate has remained consistent as other workshops she has provided in the past for the county. The maximum amount associated with this agreement shall not exceed \$1,500.00.

Discussion followed.

Resolution 191-2023: Approving a Services Agreement between the County of Blair and Grace M. Fala, PhD, for up to six (6), ninety (90) minute communication workshops, in the amount of \$500.00 per three (3) hours of workshops, including all preparations, travel to/from either Juniata College or her Belleville, PA residence (gratis), supplies (gratis), and any needed accommodations (gratis) for the period of May 2, 2023 through June 30, 2023.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 191-2023.

- ii. Katherine Swigart requested approval of an Affiliation Agreement between the County of Blair and the University of Toledo College of Law for the purpose of law school internships.

Discussion followed.

Resolution 192-2023: Approving an Affiliation Agreement between the County of Blair and the University of Toledo College of Law for the purpose of law school internships.

Motion by Commissioner Burke, seconded by Commissioner Erb and unanimously approved to adopt Resolution 192-2023.

Old Business:

None

Adjourn:

With no further business to come before the board the Business Session scheduled for Thursday, April 20, 2023 is cancelled.

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk