

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, MAY 30, 2023, 10:00 A.M.**

**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#*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **UPCOMING MEETINGS**

Wednesday, May 31, 2023	12:30 p.m.	Blair HealthChoices (US Hotel)
Thursday, June 1, 2023	8:30 a.m.	Park & Recreation Advisory Bd. (Valley View Park, Pavilion 2)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	11:30 a.m.	Social Services Advisory Bd. (Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall at the Fort)
Friday, June 2, 2023		
Monday, June 5, 2023		
Tuesday, June 6, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **PUBLIC COMMENT**
7. **COMMISSIONER COMMENTS**
8. **PROCLAMATION** – Child Welfare Professionals Appreciation Week June 5-9
9. **CONSENT AGENDA**

Resolution 258-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/30/2023	230530PP	\$ 1,620.00
05/30/2023	230530CY	\$192,351.00
05/30/2023	230530SS	\$796,848.43
05/30/2023	230530WW	\$348,549.99

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$980.20.
- Blair Community Action Agency, in the total amount of \$6,152.83.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/25/2023	230525RF	\$ 1,227.17
05/25/2023	230525HR	\$39,715.29
05/22/2023	230522WC	\$ 3,500.00
05/22/2023	230522FS	\$ 2,288.62

- c. **2023 Budget Transfer:** To cover 2022 solicitor expenses.

From	\$	To
01101-42060 Commissioners	\$420.00	01102-44010 Solicitors

- d. **District Attorney's Office:** Requesting approval of a Penn State University Off-Campus Community Service Federal Work/Study Agreement between the County of Blair and the Pennsylvania State University for paid work/study status internships within Penn State University. (No cost to county)
- e. **District Attorney's Office:** Requesting approval of one-1 Penn State University work/study intern, Drew Wegrarz, for the period of May 30, 2023 to August 31, 2023. Internship is at no cost to the county and no credits will be earned. Intern will receive wages via the work/study status within Penn State University.
- f. **Employment:** Conner J. Coleman, FT, Groundskeeper, Public Works/Maintenance, \$13.40/hr., effective 05/30/23; Terry R. Dellinger and Ronald L. McConahy, Per Diem, Deputy Coroner, \$80.00 per shift, effective 05/30/23; Brent S. Houpp, FT, Caseworker I, CYF, \$17.29/hr., effective 05/30/23; Katelyn L. Williams, FT, Administrative Support, JPO, \$11.58/hr., effective 05/30/23; and Fred Guyer, PT, Tipstaff, Court Administration, \$11.58/hr., effective 06/01/23.

- g. **Resignations:** Sheryl A. Durbin, PT, Temporary, Department Assistant, Elections, \$11.00/hr., assignment ended, effective 05/16/23; Fred A. Guyer, PT, Tipstaff, Judge Doyle, \$11.75/hr., effective 05/31/23; Ricardo Cruz, Jr., FT, Corrections Officer, Prison, \$21.05/hr., effective 06/02/23.
- h. **Retirement:** William D. Glunt, FT, Corrections Officer, Prison, \$22.49/hr., effective 05/31/23.
- i. **Corrections/updates to previous status notices:** Ashley E. Hinkle, FT (35 hrs.), Receptionist/Clerk, Costs and Fines, \$11.03/hr., effective 05/15/23; Cole M. Thompson, FT (40 hrs.), Corrections Officer, Prison, \$21.05/hr., effective 05/15/23; Joseph M. Cox, III, FT, Chief, JPO, \$63,961.30/yr., effective 05/22/23; Paige O. McCarthy, FT, Criminal Case Manager, Court Administration, \$14.63/hr., effective 05/22/23; and Hailee R. Lang, Per Diem, Deputy Coroner, \$80.00 per shift, effective 05/30/23.
- j. **Employment status changes:** Nevaeh A. Brubaker, From FT, Custody Processor, Custody, \$11.75/hr., To, \$12.34/per hour out of class wages, not to exceed 180 days per calendar year, effective 05/01/23; Karen M. Bonanno, From, FT, Supervisor-Casework, \$48,677.45/yearly, To, FT, Supervisor-Casework \$50,624.60/yearly, effective 05/15/23; Erin M. George, From, FT, Receptionist/Clerk, Prothonotary, \$11.20/hr., To, FT, Second Deputy-Orphan's Court, Prothonotary, \$12.77/hr., effective 05/27/23; Sharon L. Henry, From, FT, Department Clerk I, Domestic Relations, \$11.20/hr., To, FT, Case Manager, Domestic Relations, \$15.52/hr., effective 05/29/23; and Olivia P. Williams, From, FT, Caseworker I, CYF, \$17.63/hr., To, PT, Caseworker I, CYF, \$17.63/hr., 29 hrs. per week, 1500 hours per benefit plan year, effective 05/29/23.

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Children, Youth and Families:**

- i. Requesting approval of a FY 2022/2023 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Blair Family Solutions.
- ii. Requesting approval of a FY 2022/2023 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and the Children's Home of Pittsburgh.
- iii. Requesting approval of the Agreement and Terms for the annual purchase of the Simple In/Out technology system used by the Blair County Children, Youth and Families Department, in the annual amount of \$540.00 (\$45.00 monthly) for the period of 03/30/23 through 03/30/24.

B. **District Attorney's Office:**

Requesting approval of a Customer Support Agreement between the County of Blair on behalf of the District Attorney's Office and Informant Technologies for premium support level licensed software, in the total annual amount of \$1,395.00, for the period of 08/01/23 through 07/31/24.

C. **Human Resources:**

Requesting approval for the submission of an Internet User Application/Licensing Agreement for Government Agencies to the Pennsylvania Department of Transportation (PennDOT) establishing an account for the County of Blair to obtain driver histories for the purpose of employment and insurance, and authorization for Commissioner Bruce R. Erb to sign the application/licensing agreement. (No cost to the county)

D. **Prison:**

- i. Requesting approval for payment of the following outstanding invoices for items/services/purchases made outside of the county's purchasing policy:

Vendor	Invoice Number	Amount Due
Valley Proteins	3243061	\$ 325.00
Schultz	23-1183	\$ 1,027.48
Schultz	23-1094	\$ 420.82
Schultz	23-0949	\$ 165.00
Schultz	23-1100	\$ 325.00
McCoy's Lawn & Garden	W0110334	\$ 42.72
McCoy's Lawn & Garden	W0110333	\$ 75.47
McCoy's Lawn & Garden	W0110335	\$ 50.64
McCoy's Lawn & Garden	W0110336	\$ 61.68
McCoy's Lawn & Garden	W0110337	\$ 54.88
McCoy's Lawn & Garden	W0110338	\$ 38.48
McCoy's Lawn & Garden	CT145625	\$ 351.58

- ii. Requesting approval of a Service Agreement between the County of Blair and Schultz Company for plumbing, HVAC, commercial appliance and related equipment installation and/or repair services as needed by the county. All services provided will be based upon a time and materials basis, with the time billed at the rates established within the agreement. No work will be performed without a Schultz quote signed by the Building Maintenance Director and/or the Chief Clerk authorizing Schultz to proceed with the work.

E. **Southern Alleghenies Planning & Development Commission (SAP&DC):**

Requesting approval of a Letter of Support for submission of the annual Comprehensive Economic Development Strategy Update to the Economic Development Administration (EDA) by the SAP&DC.

11. **OLD BUSINESS**

12. **ADJOURN**