

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, NOVEMBER 17, 2020, 10:00 A.M.**

**Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **CONSENT AGENDA**

Resolution #470-2020:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/17/2020	201117MW	\$233,731.88
11/17/2020	201117CY	\$ 67,940.72
11/17/2020	201117SS	\$ 50,263.04
11/17/2020	201117TC	\$122,333.62

Which include payment of the following invoice:

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

- b. Ratification of the following eight-8 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/09/2020	201031PC	\$ 8,652.40
11/17/2020	201117FS	\$ 2,337.78
11/13/2020	201113FC	\$ 3,852.00
11/13/2020	201113MW	\$ 3,578.17
11/10/2020	201110FS	\$ 2,685.89
11/12/2020	201112RF	\$ 319.13
11/09/2020	201110FC	\$290,276.64
11/13/2020	201113HR	\$ 19,374.80

- c. **2020 Budget Transfer:** Legal fees received from Campbell Durant for the month of October 2020.

From	\$	To
01101GCO-44080 General County Operations	\$12,215.07	01209PO-44080 Prison
01101GCO-44080 General County Operations	\$2,812.50	01209PO-44080 Prison

- d. **2020 Budget Transfer:** To purchase kitchen equipment at the Prison.

From	To:	\$
01101GCO - 41999 - Contingency	01209PO - 44060 - Prison	\$53,037.00

- e. **2020 Budget Transfer:** Legal Fees received from McNeese Wallace for the Month of October 2020.

From	\$	To
01101GCO-44080 General County Operations	\$1909.50	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$798.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$826.50	013201-44080 CYF
01101GCO-44080 General County Operations	\$3534.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$11,286.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$1596.00	01105-44080 Human Resources

- f. **Employment:** Katelyn M. Hoover, From FT, Assistant District Attorney, District Attorney's Office, \$1,889.43/biweekly, To FT, Assistant District Attorney II, District Attorney's Office, \$2,078.38/biweekly, effective 07/04/2020; and Deborah L. Shaw, From: FT, Lead Telecommunicator, 911 Center, \$21.2695/hr., To: FT, Telecommunicator, 911 Center, \$19.7695/hr., effective 11/13/2020.

- g. **Resignations:** Melissa Keith, FT, Sentencing Guide Coordinator, District Attorney's Office, \$12.8125/hr., effective 11/09/2020; Susan Desch, FT, Corrections Officer, Prison, \$20.7973/hr., effective 11/12/2020; and Travis Betar, FT, Caseworker II, Children Youth & Families, \$16.7467/hr., effective 11/13/2020.

8. **STAFF REPORTS & SPECIAL BUSINESS**

A. Emergency Services

COVID-19 update

B. Social Services:

- a. Requesting authorization of Commissioners signatures to submit a budget revision (#3) to The Commonwealth of Pennsylvania, Department of Community & Economic Development. For, Emergency Solutions Grant (ESG) FY2019 Contract #C000072744, on behalf of Blair County Community Action, and Family Services, for Rapid Rehousing.

Blair County Community Action Agency

- Decrease existing activity for Financial Assistance from \$6,573 to \$5,586 for a total net decrease of -\$987.00
- Increase existing activity for Rental Assistance from \$37,312 to \$38,299 for a total net increase of \$987.00

Family Services

- Decrease existing activity for Rental Assistance from \$49,142 to \$48,862 for a total net decrease of \$-280
- Increase existing activity for Services from \$1,520 to \$1800 for a total net increase of \$280

b. Requesting approval for the submission of the FY 2020-2021 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Grant application to the Pennsylvania Housing Finance Agency in the amount of \$150,000.00 for the following activities:

- Housing Assistance Program \$30,000.00
- Childhood Lead Poisoning Reduction Program \$120,000.00

C. Court Administration:

- a. Requesting approval of a quote between the County of Blair and Empire, to remove and replace the amplification in courtroom #5 between the chambers in the amount of \$2,478.00.
- b. Requesting approval for the annual renewal of a support agreement for the court reporter software program for their voice writing equipment in the amount of \$3,395.00 for a period of December 10, 2020 to December 9, 2021.

D. Blair Drug and Alcohol Partnerships:

Requesting approval for the submission of the FY 2020-2021 Intermediate Punishment Treatment Program grant # 34290 for the amount of \$315,000.00 from the Pennsylvania Commission on Crime and Delinquency.

E. Emergency Services/911E:

- a. Requesting approval for the renewal of a maintenance and warranty agreement between the County of Blair, Department of Emergency Services/911E and Gen-Mark, formally known as Renmark and Schneider Electric, in the amount of \$4,975.00 for the period of November 1, 2020 through October 31, 2021.
- b. Requesting approval to purchase a 60-Day Stockpile of Personal Protective Equipment (PPE) that is directly related to the performance of otherwise eligible emergency work, or is provided to healthcare workers, patients with confirmed or suspected COVID-19 infection, and first responders, *pursuant to Resolution 122-2020 Declaring a Disaster Emergency (COVID-19 Pandemic)* as outlined in (Section C, 4, g, i), FEMA Policy 104-009-19-PA-Eligibility-Policy-COVID. Said purchase will be reimbursed at 75% through FEMA disaster grant funds, and 25% through PEMA disaster grant funds.

F. Juvenile Probation:

Requesting approval for the submission of the FY 2020-2021 Juvenile Court Judge's Commission Grant-In-Aid Notification/Invoice (#G-20-21-7) in the amount of \$52,370.43 for reimbursement of Juvenile Probation Services for the period July 1, 2020 through June 30, 2021.

G. Elections:

Requesting approval of a proposal received from Empire for the installation/configuration of equipment necessary to provide up to 5G of cellular service to the highway/elections office at the Blair County highway yard, in the total amount of \$25,793.00, with 50% due upon receipt of purchase order and the remainder due at project completion.

H. Domestic Relations:

Requesting approval of a proposal received from Dell EMC for the purchase of 14 Dell Latitude 5511 laptops, in the total amount of \$14,630.00 to facilitate remote operations due to Covid-19.

I. OLD BUSINESS

None.

J. ADJOURN

WORK SESSION: TUESDAY, NOVEMBER 17, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

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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 those participating in the meeting 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:

Scott Simmons and Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), Janice Meadows (Court Administration), Trina Illig (Social Services), Kellie Novak, Mark Taylor and Cris Fredrickson (911/E Center), Jon Frank (JPO), Keith Calhoun (Domestic Relations), Kay Stephens (Altoona Mirror), Rocky Greenland (Public Works), Helen Schmitt (Public) Colleen Knufson (WTAJ-TV 10), Don Weakland (IT), AC Stickel (Controller), Katie Martin (Blair County Library System), Nicole Smith (Court Administration) and Aleisha Albertson (Blair County Drug and Alcohol).

Public Comment:

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

Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster stated her concerns regarding the continued rise in the number of positive COVID-19 cases within Blair County. She encouraged everyone to take precautions and adhere to the CDC and Department of Health’s guidelines in order to help stop the spread of the virus.

Commissioners Burke and Erb echoed Commissioner Webster’s comments.

Consent Agenda:

Resolution #470-2020:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/17/2020	201117MW	\$233,731.88
11/17/2020	201117CY	\$ 67,940.72
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01101GCO-44080 General County Operations	\$2,812.50	01209PO-44080 Prison

d. **2020 Budget Transfer:** To purchase kitchen equipment at the Prison.

From	To:	\$
01101GCO – 41999 – Contingency	01209PO – 46060 – Prison	\$53,037.00

e. **2020 Budget Transfer:** Legal Fees received from McNees Wallace for the Month of October 2020.

From	\$	To
01101GCO-44080 General County Operations	\$1909.50	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$798.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$826.50	013201-44080 CYF
01101GCO-44080 General County Operations	\$3534.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$11,286.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$1596.00	01105-44080 Human Resources

- f. **Employment:**
Katelyn M. Hoover, From FT, Assistant District Attorney, District Attorney's Office, \$1,889.43/biweekly, To FT, Assistant District Attorney II, District Attorney's Office, \$2,078.38/biweekly, effective 07/04/2020; and Deborah L. Shaw, From: FT, Lead Telecommunicator, 911 Center, \$21.2695/hr., To: FT, Telecommunicator, 911 Center, \$19.7695/hr., effective 11/13/2020.
- g. **Resignations:**
Melissa Keith, FT, Sentencing Guide Coordinator, District Attorney's Office, \$12.8125/hr., effective 11/09/2020; Susan Desch, FT, Corrections Officer, Prison, \$20.7973/hr., effective 11/12/2020; and Travis Betar, FT, Caseworker II, Children Youth & Families, \$16.7467/hr., effective 11/13/2020.

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

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 470-2020 with abstention as noted.

Staff Reports & Special Business:

Emergency Services:

COVID-19 update by Mark Taylor.

Mr. Taylor stated that the number of COVID-19 positive cases continues to climb within Blair County mainly due to wide community spread. He stated that since his report last week there have been 646 new cases within Blair County with 225 just over the weekend. The number of hospital inpatients with the virus is the highest it has been since the beginning of the Pandemic.

Mr. Taylor stated that the testing site opened up at the Convention Center and 575 per tested on Sunday with an additional 505 tested on Monday.

Mr. Taylor encouraged everyone to take precautions and adhere to the CDC and Department of Health's guidelines in order to help stop the spread of the virus.

Social Services:

- a. Trina Illig requested authorization of Commissioners signatures to submit a budget revision (#3) to The Commonwealth of Pennsylvania, Department of Community & Economic Development. For, Emergency Solutions Grant (ESG) FY2019 Contract #C000072744, on behalf of Blair County Community Action, and Family Services, for Rapid Rehousing.

Blair County Community Action Agency

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- Increase existing activity for Services from \$1,520 to \$1800 for a total net increase of \$280

Mrs. Illig stated that the requested budget revisions are a basic "clean up" of FY 2019 spending.

Discussion followed.

- b. Trina Illig requested approval for the submission of the FY 2020-2021 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Grant application to the Pennsylvania Housing Finance Agency in the amount of \$150,000.00 for the following activities:

- Housing Assistance Program \$30,000.00
- Childhood Lead Poisoning Reduction Program \$120,000.00

Mrs. Illig stated that the grant is a statewide competitive grant. She stated that regarding Housing Assistance, there are currently many open programs offering grants.

Discussion followed.

Resolution 472-2020: A resolution approving submission of the FY 2020-2021 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Grant application to the Pennsylvania Housing Finance Agency in the amount of \$150,000.00 for the following activities:

- Housing Assistance Program \$30,000.00
- Childhood Lead Poisoning Reduction Program \$120,000.00

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 472-2020.

Court Administration:

- a. Janice Meadows requested approval of a quote between the County of Blair and Empire, to remove and replace the amplification in courtroom #5 between the chambers, in the amount of \$2,478.00. Discussion followed.
- b. Janice Meadows requested approval for the annual renewal of a support agreement for the court reporter software program for their voice writing equipment, in the amount of \$3,395.00 for a period of December 10, 2020 to December 9, 2021.

Mrs. Meadows stated that this is an annual request and that the rate remained the same as last year.

Discussion followed.

Blair Drug and Alcohol Partnerships:

Aleisha Albertson requested approval for the submission of the FY 2020-2021 Intermediate Punishment Treatment Program grant # 34290, in the amount of \$315,000.00 from the Pennsylvania Commission on Crime and Delinquency.

Ms. Albertson stated that it should be noted that the grant application was previously submitted and today's request is for the acceptance of the awarded amount of \$315,000.00. She stated that the awarded funds would benefit the Drug Court and DUI Court Program for the period of July 1, 2020 through June 30, 2021.

Discussion followed.

Emergency Services/911E:

- a. Kellie Novak requested approval for the renewal of a maintenance and warranty agreement between the County of Blair, Department of Emergency Services/911E and Gen-Mark, formally known as Renmark and Schneider Electric, in the amount of \$4,975.00 for the period of November 1, 2020 through October 31, 2021.

Ms. Novak stated that this is an annual request and that there was a slight increase in the rate of from last year. She stated that this agreement supports the VA Galaxy 5000 uninterrupted power supply system consisting of thirty-six (36) batteries.

Discussion followed.

- b. Cris Fredrickson requested approval to purchase a 60-Day Stockpile of Personal Protective Equipment (PPE) that is directly related to the performance of otherwise eligible emergency work, or is provided to healthcare workers, patients with confirmed or suspected COVID-19 infection, and first responders, *pursuant to Resolution 122-2020 Declaring a Disaster Emergency (COVID-19 Pandemic)* as outlined in (Section C, 4, g, i), FEMA Policy 104-009-19-PA-Eligibility-Policy-COVID. Said purchase will be reimbursed at 75% through FEMA disaster grant funds, and 25% through PEMA disaster grant funds.

Mrs. Fredrickson stated that the Personal Protective Equipment would be purchased from a CoStar's vendor; however, she is unable to provide a dollar amount of the purchase at this time stating quotes are only good for the day the quote is obtained. She stated that the amount of PPE purchased will be based on the average burn rate (rate of use) over the last few months.

Discussion followed.

Juvenile Probation:

Jon Frank requested approval for the submission of the FY 2020-2021 Juvenile Court Judge's Commission Grant-In-Aid Notification/Invoice (#G-20-21-7), in the amount of \$52,370.43 for reimbursement of Juvenile Probation Services for the period July 1, 2020 through June 30, 2021.

Mr. Frank stated that the grant funds are for the operation of juvenile probation services and that today's request for signatures to the invoice will enable the release of grant funds to the county, in the amount of \$52,370.43.

Discussion followed.

Elections:

Don Weakland requested approval of a proposal received from Empire for the installation/configuration of equipment necessary to provide up to 5G of cellular service to the highway/elections office at the Blair County highway yard, in the total amount of \$25,793.00, with 50% due upon receipt of purchase order and the remainder due at project completion.

Mr. Weakland stated that there are currently numerous "dead spots" in cell service at the highway and election offices located at the highway yard. He stated that the proposal received from Empire would provide for complete coverage of the building.

Discussion followed.

Domestic Relations:

Keith Calhoun requested approval of a proposal received from Dell EMC for the purchase of 14 Dell Latitude 5511 laptops, in the total amount of \$14,630.00 to facilitate remote operations due to Covid-19.

Old Business:

None.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk