



DAUPHIN COUNTY BOARD OF COMMISSIONERS

COMMISSIONERS' WORKSHOP MEETING

WEDNESDAY, MARCH 15, 2006

10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Dominic D. DiFrancesco, II, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Chad Saylor, Chief Clerk/Chief of Staff; Bill Tully, Esq., Solicitor; Marie Rebuck, Controller; Chip Vance, Esq., Solicitor's Office; Edward Marsico, District Attorney; Stephen Libhart, District Attorney's Office; Gary Serhan, Deputy Controller; Bob Hawley, Deputy Court Administrator; Diane McNaughton, Press Secretary; Lena Martinez, Commissioners' Office; Jena Wolgemuth, Commissioners' Office; Richie Martz, Commissioners' Office; Elke Moyer, Human Services; Tom Guenther, Director of Information Technology; Randy Baratucci, Purchasing Director; Mike Yohe, Budget Director; Kay Sinner, Personnel; Sandy Moore, Human Services Director; Sandy Pintarch, Children & Youth Agency; Jenna Shickley, Children & Youth Agency; Currin Haines, Children & Youth Agency; Elizabeth Tobin, Children & Youth Agency; Lisa Palsetz; Stephanie Strayer, Human Services; Jodi Fike, Crisis Intervention; Margaret Crawford Mayo, Children & Youth Agency; Elizabeth Hinkle, Children & Youth Agency; Marge Ebersole, Children & Youth Agency

GUESTS PRESENT

Susan Rudy, Silence of Mary Home

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:00 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

Mr. Haste: We have two sets of Meeting Minutes the March 1, 2006 Workshop Meeting and the March 1, 2006 Election Board Meeting, for approval next week.

PUBLIC PARTICIPATION

Mr. Haste: We are at the point in time for public participation. Is there anyone from the audience that would like to address the Board? (There was none.)

DEPARTMENT DIRECTORS/GUESTS

Mr. Haste: I will turn the microphone over to Commissioner Hartwick.

A. Commissioners

- 1. Presentation of Social Services Month Proclamation
Representatives: Sandy Parrish, Jenna Shickley, Currin Haines, Liz Tobin from Children & Youth Agency; Jodi Fike, Crisis Intervention; Lynn Schade, Lynne Bowes, Margaret Crawford from AAA; Barb Jumper, Executive Director of the Dauphin/Lebanon ARC; Karen Wolf, Community Supports Coordinator Supervisor; Candace Biller, Community Supports Coordinator; and Susan Rudy, Director, Silence of Mary Home**

Mr. Hartwick: It certainly gives me great pride today to be able to issue a proclamation and recognize individuals who I think have the most important job and role in county government. That is the social workers.

As you may know or may not know or be aware, my heart and passion has always been to be a frontline caseworker. The roles and jobs that you do every day has been an eye opening experience for me. I know one of the things that we took on when I first took over as Dauphin County Commissioner was to try to understand the roles that frontline individuals do on a daily basis to gain a better understanding and we make decisions up here of exactly what the functions of your jobs are. I say this from a larger perspective, I serve on the Health and Human Service Policy Committee of the Statewide County Commissioners Association. One of the things that I'm extremely proud of here in

Dauphin County is that culture variation. It is one that we are not competitive, we are not at each other's throats, we actually have Juvenile Probation and Children & Youth that are operating on the same page for the same purpose and that is in the best interest of our kids. From our caseworkers, to our frontline staff, to the Judges, to the Commissioners, we are all on the same page here and we all have the same motive and that is to help the people who need help the most within our community. I know we also treat each other with dignity, respect, and even when we have differences of opinion, it is usually about, just as we may disagree on this Board, it is never personal. It is about what is in the best interest of the people that we serve. I know that Nick, Jeff and I usually make it very clear about how we feel about Health and Human Services and people in the community. I know the community watches very closely. They hear the words that we say, but they watch what the people, who actually perform the functions, do to carry out the vision of what we actually want to see happen in Health and Human Services. I can't be prouder of the individuals in this County who do the job every day. From actually working with individuals in critical and difficult positions from abuse, neglect, and you have obviously positions even individuals who are considering suicide and death. To be able to proactively prevent that from occurring and prevent kids from entering the juvenile justice system and able to see people's lives change as a result of your effort has to be one of the most rewarding jobs. We all know that you have come here because of the great high pay. That is a joke because caseworkers and frontline staff people are usually not the individuals who are paid the highest. But in my opinion and getting to know many of you that are in the room, you are motivated by different reasons besides just receiving a pay check. Ultimately, it's your ability to be able to help people's lives and change them as a result of your hard work and effort is what motivates you and puts all workers in Dauphin County in the forefront of social workers I think in the state of Pennsylvania. I want to say thank you very much for what you have done for this Board and thank you so much for what you've done for our community. In honor of that, we've prepared a proclamation from the Board. (Mr. Hartwick read the following proclamation)

Office of County Commissioner
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, join communities across the nation in honoring the social workers who have dedicated their lives to helping others, and we welcome this opportunity to applaud their passion for enhancing the welfare of individuals, families and the community;

Whereas, every day, social workers assist individuals, families and communities with finding available resources to guide them through the most complex of issues and choices;

Whereas, more than one-half million social workers serve in hospitals, nursing homes, prisons, government agencies and other venues throughout the United States, and are dedicated to improving the society in which we live, one person at a time;

Whereas, social workers challenge the system to advocate social and political change, giving voice to those who thought they had none, regardless of race, creed, age or socioeconomic status;

Whereas, Dauphin County's social workers have increased adoptions in the county by 300 percent, implemented Family Group Conferencing—a first for the state-- expanded efforts to prevent juvenile delinquency, developed intergenerational programs for children and seniors, and compiled a long list of other life-altering achievements;

Whereas, these often-unsung heroes labor quietly behind the scenes, helping people help themselves, whenever and wherever they need it most;

Therefore, we join the 253,300 residents of Dauphin County in commending and thanking all of Dauphin County's dedicated social workers; and in their honor, we do hereby formally proclaim March 2006 to be "Professional Social Work Month" in Dauphin County; and we urge all citizens to follow the inspirational lead of our social workers in reaching out to everyone with healing and compassion.

In witness thereof, we have hereunto set our hand and caused the seal of the Commissioners of Dauphin County to be affixed this 15th day of March, 2006.

Mr. DiFrancesco: Again, much of what George said is going to be repeated by both Jeff and I. I don't think people understand exactly the nature of your job. I don't think they could understand it unless they've had the opportunity to be exposed to it. Many, many

people in our community talk about the stress that they take home from their job and things of that nature but each and everyone of you get involved in situations that absolutely take it to heart and each and everyone of you probably in most cases take home the thought what more could I have done for somebody in crisis or in need. Your job is not about pay. Your job is about caring for people. Your job symbolizes what everybody in our community should feel about their neighbor. Your job is probably one of the most difficult because of the issues that you are dealing with on a day-in and day-out basis. I commend you for being able to do it. I realize how tough it is. It is no question why you could get burned out. They need outlets. They need to be able to communicate with each other in order to release some of the stresses that you deal with on a daily basis. There are a lot of people struggling in our community. A lot of those people go unnoticed by 90% of the population. Thank God you all are here to help them when they are in their time of need. You do it extremely well. From a staff perspective I thank each and every one of you who are doing the caseloads. From an administrative perspective again a lot of the things that George talked about the system works a lot better when everybody is working together. It takes good administrative leadership to do that as well. I want to thank the leaders that are here. Thank all of you. It is a great opportunity for us to give that symbolic pat on the back and hopefully some public exposure and public awareness so people understand how important you are to the quality of life here in Dauphin County.

Mr. Haste: I would like to recognize not only the folks that we have here today but we have social workers at the nursing home and the prison as well. Not to repeat what George and Nick said, they said it fairly well. We're not just sitting here thinking when you talk to people about county government unless they've had a direct involvement with some department and they can put a face or name to it, when you ask people generically what Dauphin County does, what county government does, it is usually social work. It is usually the social services aspect of things that people will acknowledge as being work of county government. Not only are you doing everything that you can for the families and the communities and I think each one of us in our own personal ways are being touched by people like you. You're also really the face of Dauphin County. If you think about just what I said what people think of county government and what county government does, it is the social work. It is what you do that puts the face on county government. I would also like to thank you for that. I think you do us well when you go out and do your job and put that face on Dauphin County for us. Thank you.

Mr. Hartwick: One judges an organization by how well you adapt and respond to change because that is one thing that is constant. In the Human Services world, we've been cut probably more than in the past twenty years. You have responded in a way that continues to be able to address the needs of the community not with any shortfall of services and considering the impact that it actually has on our taxpayers. You've done it extremely well. With that I would like to recognize the individuals that are with us today. From Children & Youth Services: Sandy Pintarch, (who is not going to go anywhere soon as long as we're here from a fiscal standpoint) Jenna Shickley, Currin Haines, Jason McCru, Lori Heanny, & Liz Tobin; Jodi Fike from Crisis Intervention;

Margaret Crawford; Liz Hinkle from AAA; Barb Jumper from Dauphin/Lebanon ARC; Karen Wolf, Community Supports Coordinator Supervisor; Candace Biller, Community Supports Coordinator; Susan Rudy, Director of Silence of Mary Home; Stephanie Strayer, Romona Thompson, Family Service System Reform; and the two people that I go to in Health & Human Services, Elke Moyer and Director Sandy Moore. We would like to give those folks a round of applause for the work that they do.

(Pictures were taken)

Mr. Haste: Sandy, can you come forward? I didn't get a chance to read the paper but I understand the Interfaith Shelter is off the hook for now. Do you have an update on that?

Ms. Moore: No, I didn't read the paper either I went straight to a couple of meetings this morning. I had a call into Mark from Catholic Charities and he and I are playing telephone tag. I'll try to reach him this morning.

Mr. Hartwick: I spoke with Representative Buxton this morning. The Governor's Office has rescinded their invoice for at least this year specifically but it doesn't mean.....

Mr. Haste: Does that mean we're paying?

Mr. Hartwick: It may.

Ms. Moore: It is a pretty big invoice for next year.

Mr. Hartwick: Again, I don't think there has been any commitment or direction given for next year which raises a level of concern for me for a number of reasons including there are other folks who are now tenants of that State Hospital property that may be in similar positions that are also non-profit groups. I think we have further work to do to identify if this is going to be DGS's policy. We need to make sure that number one, they announce it and are accountable and the non-profit groups that are up there develop a plan on trying to find the money for what they are going to be charged in the future. I certainly think it is reprehensible and they shouldn't change policies. The bottom line, we're asked to work closely with them in the transition of the State Hospital and we're doing that. We're trying to do what is in the best interest of the community. I think in turn, we need to ask the administration to do what is in the best interest of serving our community with the folks who are at the State Hospital. If this is their policy, I don't think that certainly is their direction thus far.

Mr. Haste: Actually, they are renegeing on their commitment that they made to this community a number of years ago. George you may have been in high school at the time. This resulted from a fire that happened in the Borough of Steelton and there were families that were displaced.

Mr. Hartwick: I remember the fire and I was in high school. It was what they called the “zoo” on Swatara Street.

Mr. Haste: What we found when that happened, families actually had to be split. We had to put men in a men’s shelter and the women in a women’s shelter, and children wherever. It happened right before a holiday. I can’t remember which holiday. I think it might have been Christmas. The problem was what do we do with families that are displaced. That building was sitting empty at the time. We worked with them, I believe it was UPS, gave a sizable contribution to allow us to have funds to retrofit that building. We went out and got blankets, canned goods, etc. donated so that we could start up out there. The commitment from the State was as long as they weren’t using that building it would be allowed for community service for \$1.00 a year. If they’re going to do something else, that tells me then that they have another use for it. It just slaps the face of the community when they want to close that facility on one hand and then turn around and do this. Somehow we have to stay on top of that because.....

Mr. Hartwick: We will.

Ms. Moore: Not only will we stay on top of that.

Mr. Haste: The need for this will not go away.

Ms. Moore: Absolutely, and we’ll be reaching out to those other facilities up there to find out what they’ve heard and what the expectations that they have of the State. We’ll be doing some outreach to them now. Interfaith got a bill in the mail. They had no idea that this was coming. I sit on their Board and at the last Board meeting, they were sharing with us that even with the transition of the State Hospital, they had been assured that they would continue with the rent agreement that they currently had. So this really came out of nowhere for them.

Mr. Hartwick: Further along that line, we talked about the folks at the Interfaith Shelter/Catholic Charities that we’re going to meet with. I think a more important meeting for us Sandy is to set up a meeting with the individuals at the Department of General Services and the Governor’s staff to find out what the directions are for all the other folks who are currently occupying that space over at the County Nursing Home and for them to lay it on the table right now. What they have planned for the future of that particular facility and the individuals who rent in similar arrangements with them. I think that would be even a more pressing meeting and we should arrange that immediately.

Ms. Moore: I think that meeting should happen and I think the meeting with Catholic Charities needs to happen because there are other issues. You’re right Commissioner Haste because this is the only shelter that we have in Dauphin County that takes intact families and doesn’t require that families disburse amongst the different homeless shelters that we have. A concern that I have sitting on the Board is that the diocese is basically the primary funding of the Interfaith Shelter. I know originally when it was set

up even though there was an expectation the diocese would do the majority of fundraising for the shelter, the hope was that the rest of our faith community would step up and help support the shelter. I think we need to do some work now that we have some groups set up through our system of care process to reach out to the faith community and ask how they can help support this shelter that takes intact families. That's another piece that was brought to the forefront.

Mr. Haste: I hope we get a long term solution to this. I can't stop the anger that every time I think about this, I can't put the anger aside. Just think if this shelter were in Philadelphia or near the perks that go to Comcast, etc. Here we have the only family shelter we have in our community, for them to pull this stunt, I can't believe it.

Ms. Moore: Certainly one of the conversations I've had repeatedly with folks from the Department of Public Welfare is the issue of relationship and trust. If we truly are going to partner, the trust needs to go both ways. When things like this happen, it doesn't build that trusting relationship.

Mr. Haste: Thanks. Steve would you come forward?

B. Stephen B. Libhart, District Attorney's Office

1. Drug & Alcohol Restrictive Intermediate Punishment Program Grant through PCCD.

Mr. Libhart: As you recall, it was probably two weeks that I came to the Board to request us to return funding to PCCD that we had drawn last year for the same program so that it would not affect our entitlement for this year. This grant is simply a renewal of the grant that we requested last year for the Drug and Alcohol Restrictive Intermediate Punishment Program. As a matter of fact, today they are doing the first round of assessments for people to actually go through the sentencing process and official program entry as far as the court's opinion not just the sole source providers opinion. The total number we're requesting is \$520,000 which is approximately \$6,000 less than the total we had requested last year. There are some costs that we could omit this year because they weren't year-to-year costs. They were just the one time acquisition costs. Roughly 95% of this is simply pass through money that will eventually be paid to treatment providers. Other than that everything in the program remains the same from last year. There have been limited amounts of hick-ups that we had to overcome and that is why we had to return some money. But otherwise, the program is now on schedule and on track. The judges I believe have all been briefed as to some of the differences that they will have to do.

Mr. Hartwick: Have we come up with a formal plan on how you're going to do referrals and how the caseworkers are going to be reporting back to the District Attorney's Office, the judges and to the Drug & Alcohol Board?

Mr. Libhart: We have. In summary, basically there is a form that any attorney representing a client that would on the face of what is being presented will qualify for the program and submit the request to the District Attorney's Office. The D.A. has an attorney screen it. If they approve the person, not necessarily for admittance; but just for an assessment, they refer the client to the Dauphin County Commission on Drugs, Alcohol and Tobacco. Results of the assessment then are returned to the D.A.'s office at the same time they are given to the judge. It is assigned the case and they collaborate to determine whether this person is appropriate or is not appropriate. Then the assessment would derive the sentence that is given the individual. We retain copies on everything that the person doing the assessment does as well as everything that is generated throughout the life of the program.

Mr. Hartwick: That raises a concern. We talked about this being a diversion program for the prison. One of the ways to try to make sure that people don't enter the prison is to try to get them at the preliminary hearing level.

Mr. Libhart: Correct.

Mr. Hartwick: Are you talking about the sentencing by the judges here at the Courthouse?

Mr. Libhart: Half of these sentences are by the Common Pleas Judge. They can apply for exemption at their preliminary hearing.

Mr. Hartwick: So in essence they will be in jail until they receive their deposition?

Mr. Libhart: Not necessarily. I mean if they were sent to jail straight from the preliminary hearing or if they were already in custody, they would have to go through the normal procedures to not be confined whether it be bail or what have you. If they are not in custody at the time, then it is the same. I would say it is an analogy to the ARD Program as far as from the initiation day. That is the best correlation that I can draw.

Mr. Haste: So this could kick in the day of sentencing?

Mr. Libhart: Actually the assessment and everything needs to be done the day before prior to sentencing.

Mr. Haste: And it is part of the sentencing?

Mr. Libhart: It is. The assessment drives the sentence and determines the level of treatment, the length of treatment, and where the treatment is going to be conducted.

Mr. Haste: The case managers are going to find the placement, get the person.....

Mr. Libhart: Whenever there is an available bed as long as it will suit the needs of what the assessment determines and what that individual requires.

Mr. Hartwick: That gives me a better idea of how it is going to run. Before I was unsure.

Mr. Libhart: To a layman the best analogy is the ARD Program.

Mr. Hartwick: Is there a rule that we can't do it in a more preliminary level? Is that where a drug court would be helpful?

Mr. Libhart: Actually that is one of the things that we are looking at. You might recall from some of the advisory board meetings, we are using this as a first step towards the development of a full blown drug court which has the endorsement of Judge Lewis. Really it would be more beneficial to get this program going first then tackle integrating it into a complete drug court where there is probably only one judge. There are certain requirements for judges to see people after hours. Those are some of the logistics that we need to address at a later time.

Mr. Haste: Almost all of these dollars are going to be spent at the Dauphin County Executive Commission on Drugs & Alcohol?

Mr. Libhart: No, almost all the dollars will not go to them. Less than 5% would actually go to them because they are housing the person that does the assessment. Almost all the monies will go to treatment providers.

Mr. Haste: That's what I thought and understood earlier but on this sheet I see in the budget narrative it lists case manager \$48,000, case manager \$27,000, etc. So that is not for that case manger, it is for.....

Mr. Libhart: Potentially pass through. What happens is because they get them placed so quickly and have the ability to do that, basically the Commission will front any monies and then they will bill us.

Mr. Haste: It's really for the program then, not these case managers?

Mr. Libhart: Correct.

Mr. Haste: Okay.

Mr. Hartwick: In other places it says, training, drug testing, out-patient.....Just for the record, this money cannot be used for any other purpose other than treatment and to fund that case worker?

Mr. Libhart: The only thing that it can be used for is what is specifically stated in this grant.

Mr. Hartwick: That means no marketing?

Mr. Libhart: Correct.

Mr. Hartwick: No other contingency expenses for the Executive Commission?

Mr. Libhart: Correct.

Mr. Hartwick: Thanks.

Mr. Libhart: Whenever you can fit it on your schedule I would request a vote on it, not necessarily today. If you could do it at the next meeting, that would be fine. That is all I have.

Commissioners: Thanks.

PERSONNEL

Ms. Sinner: The first items in the personnel packet are the salary board requests. Spring Creek is reassigning a maintenance worker. This is a non-union position. This person is now going to be assigned to facility maintenance. There is no change in pay. The transfer for that person is in the personnel packet. Spring Creek is eliminating several positions. Public Defender is creating an assistant public defender position. Purchasing is eliminating an administrative assistant position and creating a warehouse assistant position. Actually they are also eliminating a warehouse equipment operator position.

Mr. Haste: They are combining two positions into one position.

Ms. Sinner: Are there any questions?

Mr. Hartwick: No.

Ms. Sinner: In the personnel transaction packet, Spring Creek is requesting permission to fill a nutritionist position and full-time dietary aide. Children & Youth is requesting permission to fill two caseworker positions. Clerk of Courts is requesting permission to fill a teamsters' clerk III position. That person is transferring to the District Attorney's Office and they are requesting permission to fill their clerk III/receptionist position. The Conservation District is requesting permission to fill their seasonal position of West Nile Virus Control Program Technician. Sheriff's Office is requesting permission to fill two full-time deputy sheriff vacancies. They will later transfer two part-time deputy sheriffs into those full-time positions. DJ Jennings' Office had a legal clerk II vacancy. So they are requesting permission to fill it by promoting someone into the legal clerk II position and then they will be hiring someone into the legal clerk I position. Those transactions are in the packet.

Mr. Haste: So there is really only one vacancy?

Ms. Sinner: Right, that is correct. The Clerk I is moving into the Clerk II position which vacates the Clerk I, so we need to get permission to fill the Clerk I as well. Then they will be hiring someone into the Clerk I position and that is someone who has been working in the office through AARP.

Mr. Haste: As long as you are keeping track of this and we don't get new numbers creeping up on us.

Ms. Sinner: In the new hires, Spring Creek is hiring a new CNA and a part-time dietary aide. District Attorney's Office is filling their teamster clerk III position who handled ARD. That is not the same position that they are requesting to fill above. The other position is being filled by a transfer. Assistant Public Defender has a hire and permission to create.

The Sheriff's Office is filling the three part-time deputy Sheriff positions that were approved last week. Tax Assessment is filling a clerk typist II receptionist position that was approved a couple weeks ago. Deputy Court Administration is filling their administrative assistant vacancy. That has been vacant for several months. There are several positions in the MDJ offices and night court.

Mr. Saylor: Before we get into the transfers can we chat about the new hires? Obviously the hiring window does not open again until May. I will check with Steve Howe on his clerk typist position. Part-time staff usually does not register on Mr. Yohe's radar screen so we don't focus on those or obviously on Spring Creek or the Prison positions. Some of these are court related. I'll take your direction as far as what you want to do with that.

Mr. DiFrancesco: I think I have expressed my concerns via email. The vacancy line item in the budget took a hit this time and it is still above where we need to be. We're managing it well. There was a significant movement in the number of new hires that were taking place in this meeting cycle. I realize that there are certain positions that it makes sense for us to fill outside of the window because the overtime would be more devastating than the actual hiring of somebody new. The only thing that I'm saying is that we sort of put that control in place in the hiring committee so that we as Board members when we sit up here we can be absolutely certain that when it came to us we knew the difference between ones that obviously would be nice and this one is really critical. I just want to make sure and reemphasize the fact that the procedure is still in place and if they come to us outside the hiring window we can be reasonably assured that in fact they are crisis positions and they need to be filled now as opposed to waiting. Again, things are being managed well. We're doing okay according to budget but this shift was pretty significant in this meeting cycle. Again, I just want to make sure, it just seems like now a lot of the cases that we get there is always a little thing where

we have to do this now. I'm sure most of them are in fact emergency situations but I'm sure some of them also can wait.

Mr. Hartwick: To further discuss that, the Tax Assessment is one I think we could certainly revisit and evaluate. I don't know too much about the courts operations. Has it been our tradition that they manage their budget and try to come in under budget or can we still also have a question whether they are critical positions or not and whether they need to be moved into the hiring window?

Mr. DiFrancesco: The expectation is that only critical positions would be hired outside the hiring window. Yes, they have flexibility and yes they have latitude but they should be trying to meet the goals of this Board just like any other department. Those moves should not take place unless they have to outside of the window.

Mr. Hartwick: Then is it appropriate for me, because 10-16, I'm aware of in the packet. From 17-23 have Chad work with the appropriate folks to review whether or not they're a critical hire at this time. Is that appropriate?

Mr. Saylor: Critical is in the eye of the beholder.

Mr. Hartwick: They need to be justified and you have got to be tough.

Mr. DiFrancesco: We will certainly respect other definitions of critical until we see that the definition is no longer an appropriate definition and at that point I can always sit down with the President Judge if necessary and talk about opinions of definitions.

Mr. Saylor: While we are on this, there was an exchange of emails regarding a request that has come in from Steve Sukniac, Juvenile Probation. They have had some vacancies, several including an administrative assistant which seems to be the bone of contention at the moment but also some officers, is that correct?

Ms. Sinner: I think it was a department clerk.

Ms. DiFrancesco: Support staff was the issue that they felt was critical to the operation.

Mr. Saylor: The issue that Carolyn presented to me this morning is that they would like to move forward and advertise for the vacant administrative position. They sent me a request. Even though it is not included in the packet, because it just happened, they would like permission to go ahead and begin the process of advertising so that they don't miss out on a week or so that it would take for us to give approval.

Ms. Sinner: In other words post it before we get approval to fill the vacancy. I could also if you would like, add the request to fill the vacancy as an addendum otherwise it would not go through until a workshop two weeks from now.

Mr. Saylor: Steve runs a very tight ship and Carolyn said to me this is something of a great importance to them or I wouldn't be bringing it to you.

Mr. DiFrancesco: When the request came in and not only was it a request to fill, it was also the request to hire a temp which told me that it certainly must be a critical position that they would get to far behind. Again I would appreciate it if you could reach out to Steve and get the details on it. I'm fine with it. If a director deems a position to be critical that it would really mess up the operation, then absolutely we want to do the responsible thing. Again, this is probably a classical example of one that should be done right away. We're getting a lot of them now and every position seems to be critical.

Mr. Saylor: Let's just do it as a supplement and we can roll it next week.

Mr. Hartwick: Are they just asking for the vacancy to be posted?

Mr. Saylor: That's my impression.

Ms. Sinner: We could go ahead and post that today.

Mr. Hartwick: They could post the vacancy and then maybe hire in the window? How does that sound to you?

Mr. DiFrancesco: Then they want to put a temp in there. They are also asking permission to hire a temp to keep the operation rolling. I'm not sure how that balances out whether a temp is more expensive or less expensive. However, I mean if a temp is less expensive, yeah, then let's wait until the hiring window to make it happen. But if it is more expensive which I'll assume it will be, then the push would be to get it filled as quickly as possible.

Mr. Saylor: So then there is no objection to letting them move forward with their positing vacancy? Is that what I'm hearing?

Mr. Hartwick & Mr. DiFrancesco: I don't have a problem.

Ms. Sinner: Okay. I also have the overtime report and overtime requests.

Mr. Hartwick: The vacancy for that one critical position, not all the ones that he is asking for?

Mr. DiFrancesco: That is correct.

Ms. Sinner: The posting.

Mr. Saylor: The administrative position.

Ms. Sinner: I understand.

Mr. Haste: Are there any other questions for Kay? (There were none.)

PURCHASE ORDERS

Mr. Baratucci: You should have all received your packet yesterday. As usual there are a few budget issues that we'll resolve. In fact, many of them have already been resolved. We've already talked to Mike to get them fixed for next week. Do you have any questions on any of the items in the packet?

Mr. Hartwick: How are we going to figure out the Motorola one?

Mr. Baratucci: I asked Mike to come in because I knew you had asked me about that before the meeting. I think Mike could address that for you.

Mr. Yohe: We knew the financing would not be ready in time for the first Motorola payment, so the General Fund would have to fund the payment and then be reimbursed when the financing is completed.

Mr. Haste: That is why we passed the resolution so we could recoup those funds. Remember about two weeks ago?

Mr. Hartwick: Yes, I remember that.

Mr. Yohe: In March other than the Motorola payments. These two will have to be covered by the General Fund until borrowed funds are available.

Mr. Hartwick: That is a sufficient answer, thanks.

Mr. Baratucci: Are there any others?

Mr. Hartwick: No.

TRAINING PACKET

Mr. Saylor: There is nothing that needs approved in the training packet today.

Mr. DiFrancesco: One of the things that came across my desk was a training for Integraph Software.

Mr. Guenther: Greg Kline gave me a heads up on that one.

Mr. DiFrancesco: It is a pretty significant cost to send somebody to it. My question is again,.....

Mr. Guenther: Is that the one in Florida?

Mr. DiFrancesco: Yes, I just want to make sure and I'm still having trouble catching up to this whole point that we pay....

Mr. Saylor: Which number are we talking about?

Mr. DiFrancesco: Number 14, I'm still having difficulty catching up to this whole idea that we pay vendors a lot of money so that they can teach us how to use the software that we buy from them. I understand that is sort of the way the industry runs. I want to make sure that in fact there is a benefit in going to these things and these sessions tend to be good when they are given by the vendor who sells the software.

Mr. Guenther: I think probably the reason they brought this request this time with it being the Integraph National Conference it kind of ties into some of the other discussions that we've been having about taking the Integraph product a little bit further, not just in the CAD area but also these recent discussions about records management category. Anthony Owens is the data base.

Mr. DiFrancesco: These sessions then tend to be what initiatives on what this software can do, how to do it, etc.?

Mr. Guenther: Get into some planning initiatives and where we're taking the product and some of the offerings that they have around.

Mr. DiFrancesco: Okay.

Mr. Guenther: I really think that is why they are specifically looking at this conference at this time.

Mr. DiFrancesco: Okay, thank you.

Mr. Hartwick: What kind of education when they come back are they going to be providing to others because quite frankly there needs to be a sales pitch with this particular system from what I hear to other users throughout the County? Is there a follow-up plan for these folks when they come back, do you know that?

Mr. Guenther: I don't know that at this time.

Mr. DiFrancesco: I'm sure the resources that they would bring back would be a lot stronger sales pitch. I guess in my mind when I came into the job I would expect these companies that want to sell us stuff in particular....

Mr. Hartwick: Pay for training.

Mr. DiFrancesco: Right, to make training available. It doesn't work that way, I'm learning that very quickly. Thank you.

ITEMS FOR DISCUSSION

Mr. Haste: Items for discussion, we have Items A & B that we need to take action on today. The one application is due Friday.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco to approve Items A & B as follows:

- A. Approval of a Grant Application to the PA Dept. of Education for the continuation of the Adult Basic Literacy Grant for Dauphin County Prison.
(***A VOTE IS REQUESTED 3/15/06)**

- B. Approval of the continuation of an Intermediate Punishment Subgrant #16896 with Pennsylvania Commission on Crime and Delinquency for Adult Probation.
(***A VOTE IS REQUESTED 3/15/06)**

Mr. Haste: Motion carried.

Mr. Haste: Chad, C & D, the deputy tax collector appointments?

Mr. Saylor: We have received some requests in the mail from tax collectors to approve deputies. According to my historical sources, we have done that in the past. Don't ask me why. Our past practice has been to approve these positions.

Mr. Hartwick: What is the function of a deputy tax collector? Are they paid?

Mr. Saylor: I believe they are paid staff positions. I don't know if they are like the first runner-up, they serve in the absence or for some reason the tax collector can't serve. I'm not certain. Do you know of anything in the code that....Julia did check we have apparently approved these in the past.

Mr. Haste: I don't remember.

Mr. DiFrancesco: Could we get some sort of legal opinion? If there is a legal stand for it, great if not.

Mr. Haste: If they staff the office why do we have to appoint them?

Mr. Saylor: It's because what we have always done apparently.

Mr. Haste: It just threw me off.

Mr. Saylor: Me too.

- C. Appoint James R. Carelli as Deputy Tax Collector for East Hanover Twp.
- D. Appoint Diane K. Bair as Deputy Tax Collector for Lower Paxton Twp.

SOLICITOR'S REPORT

Mr. Tully: I would make an amendment before the final report comes out. Item #4 was already voted on last week. No other changes.

Mr. Hartwick: Number 1, the deferred compensation, is that just when we make amendments to the policy we change the individuals who come on to perform as a mutual fund company, when those changes are made, it is reviewed and has to be approved by the Board, is that what this is?

Mr. Tully: No, this was actually one that we had to make an amendment to come into compliance with the laws which dealt with if they don't designate a distribution when someone leaves that we have the authority to set up an IRA. It is more administrative not a change in policy.

Mr. DiFrancesco: I did send a request to Steve Chiavetta and I'll let you know as well. I would like to have weekly updates and really it should go to the entire Board, on where we are with the HAVA items and Danaher. At this point we are getting down to crunch time, I've been told time and again and have heard time and again, that right now the state and federal government is not acknowledging any wiggle room, any real reason why we shouldn't be in compliance. So I want to make absolutely certain that this Board knows from week to week exactly where we are with negotiations, what has been going on back and forth with the company so that we know where we stand if we would have to defend or interact with the Department of State. Just a simple email from Steve or from the Solicitor's Office depending on who is quarterbacking it at that particular moment to the Board letting us know where we are for the week, that would be very much appreciated.

Mr. Tully: I would be glad to do that.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: Commissioners, I would like to make a point since the issue of the Emergency Communications has come up. Two issues on that and one is the key component of this whole process has been the involvement of the local responder community in the decision making process. I made clear to our consultants and to the EMA staff that it was the desire of the Board that it continue and that the community be continued to be posted on what is going on with the process and we seek their input.

So to that extent, the folks and consultant of SSI has set up some meetings and will continue to set up meetings to brief the community on what is going on with the project and will continue to do so throughout the process.

Secondly, the contract that you approved set up specific milestones for Motorola to meet certain aspects of the project to insure that it is moving forward. Payment is contingent upon them meeting the milestones along the way. So what I would like to do as we approach and this first payment was one of those, but it was simply the initial payment to get the project moving. As we come into further milestones, I would like to bring the team in, the consultant and other folks and possibly the folks at Motorola, to present to you a brief outline of where we are and if we are in fact meeting those milestone and get you updated and allow you to ask any questions so we are clear where we are when those payments need to be made. That way you are up to speed and know where things are.

Mr. Hartwick: I would like to see Motorola here. Is having them come here is that going to cost us more money from the consultant?

Mr. Saylor: Not, Motorola, what they are getting paid is what you guys approved.

Mr. Hartwick: I want to make sure that we don't have additional invoices for one hour briefings.

Mr. Saylor: No, the contract is what they get. Commissioner DiFrancesco can speak to this, they have been very involved with us of late in mapping out a strategy for federal grant possibilities. So they have been very involved in the process and there have been no extra invoices or anything else like that. Are there any other questions? That's all I have.

Mr. Haste: Are there any other comments from the Board?

Mr. DiFrancesco: I believe each of you will be receiving a copy of a letter today that I had asked Diane to prepare. There is a push by the Whitehouse to try to reduce the fire grant program. I would like to get that letter out as soon as possible to support that fire grant program. It is absolutely critical to the fire departments across the Commonwealth and in particular the fire departments here in Dauphin County. In a time when we are trying to build out a true homeland security network, this would be really, really bad timing to eliminate or reduce the fire grant program. Until there is an adequate program in place to make sure that these departments, most volunteer, can continue to survive. This is really a bad time for the White House to be forcing this proposal. So I want to make sure we get on record supporting the fire grant program. That's out there for your signature if you want to sign it and we could get it out today.

Mr. Haste: Is there anything else. (There was none.)

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in time for public participation. Is there anyone in the audience that would like to address the Board? (There was none.)

ADJOURNMENT

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick to adjourn the meeting; motion carried.

Respectfully submitted,

Chad Saylor, Chief Clerk/Chief of Staff

Transcribed by: Julia E. Nace, Asst. Chief Clerk
March 15, 2006

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