



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

THURSDAY, JULY 17, 2003 (10:00 A.M.)

MEMBERS PRESENT

Jeff Haste, Chairman
Lowman Henry, Vice Chairman
Anthony Petrucci, Secretary

STAFF PRESENT

Robert Burns, Chief Clerk; Julia Nace, Assistant Chief Clerk; Bill Tully, Esq., Solicitor; Guy Beneventano, Esq., Assistant Solicitor; Marie Rebeck, Controller; Bob Dick, Treasurer; Phil Spaseff, Recorder of Deeds; Joseph Kleinfelter, President Judge; Randy Baratucci, Director of Purchasing; Rick Wynn, Director of Human Services; Edgar Cohen, Director of Facility Maintenance; Bob Knupp, Esq.; Richie Martz, Commissioners' Office; Kacey Truax, Commissioners' Office; Gary Serhan, Controller's Office; Sharon Ludwig, Personnel; Diane McNaughton, Communications; Melanie McCaffrey, Solicitor's Office; Shari Eagle, Information Technology.

GUESTS PRESENT

Anthony White

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 on the Agenda two sets of Minutes that we will take action on next week. They are the July 8, 2003 Legislative Meeting and the July 8, 2003 Salary Board Meeting.

PUBLIC PARTICIPATION

Mr. Haste: Public participation. Is there anyone in the audience that would like to address the Board of Commissioners? Hearing none.

PERSONNEL

Mr. Haste: We will move to the Personnel packet, Sharon.

Ms. Ludwig: Good morning, Commissioners. In front of you should be the Personnel packet. The packet includes two Salary Board requests, one for an elimination of a Department Clerk II position in the Recorder of Deeds and then to create a Department Clerk I. And to also create a temporary part-time Department Clerk I in the Recorder of Deeds. Next in your packet should be the Workshop Agenda Vacancies listing.

Mr. Haste: Any questions for Sharon on that? Ok.

Ms. Ludwig: Then we have the Workshop Agenda New Hires listing. On the New Hires Listing number 4, change the name that is there and replace it with Fred Malave. And then you should have the Workshop Agenda Changes listing. And then the Overtime report for pay period number 13. Behind that there are two Overtime requests from the Prison for pays 16 & 17.

Mr. Haste: Are there any questions for Sharon? Thank you.

PURCHASE ORDERS

Mr. Haste: Purchase orders, Mr. Baratucci.

Mr. Baratucci: The Purchase order packet was distributed yesterday. There are no changes or additions to it. If you have any questions I'd be happy to answer them. Mike is doing his normal review of the budget items and any that need corrected will be done before Tuesday.

Mr. Haste: I have a question on 9. I saw that we have a purchase order for video conferencing in the District Justice system. Do we do video booking now?

Mr. Baratucci: This is in District Justice Pelino's office. I think that was where the first trial, for lack of a better word, was conducted with the video equipment. The President Judge might better elaborate on that. My understanding was that we were putting it in one office to try it out and see how it goes. This is another piece of equipment for Pelino.

Mr. Haste: For video booking? Is that what we are doing?

President Judge Kleinfelter: It is video arraignment.

Mr. Haste: Your Honor, is that the only office we have that in right now?

President Judge Kleinfelter: First of all the purpose of video arraignment is to allow the District Justice to have the communication between Night Court at City Hall and his office to avoid the necessity to the District Justice having to drive downtown, or transport the prisoner to the District Justice' office. We have this in I believe every District Justice office at this point. This is a new piece of equipment that District Justice Pelino requested to test. I believe that is funded through a PCCD Grant.

Mr. Baratucci: This is coming directly out of Mr. Intriery's budget. I think the original one when we did buy a bunch of equipment was out of a grant. But this one here is coming right out of Mr. Intriery's equipment budget.

Mr. Haste: Do we have this capability in the Upper Dauphin District Justice's office?

President Judge Kleinfelter: We certainly do.

Mr. Haste: OK. Thank you. Any other questions for Randy? Thank you, Randy.

DEPARTMENT DIRECTORS/GUESTS

Mr. Haste: Directors. Any director wishing to approach the Board? Seeing none.

ITEMS FOR DISCUSSION

Mr. Haste: Items for discussion. We have A through D and I see we need to take action on A and B. Is there a motion to approve?

- A. Approval of FY03/04 Per Diem Rate between Children & Youth and National Institute for the Study, Prevention & Treatment of Sexual Trauma: **(***NEEDS VOTED ON 7/17/03)**
Forensic Psycho-Sexual Psychiatric Evaluation \$2,900/Eval.
- B. Addendum to Contract between Dauphin County Domestic Relations and Laboratory Corporation of America Holdings.
(*NEEDS VOTED ON 7/17/03)**

Mr. Henry: So moved.

Mr. Haste: Is there a second?

Mr. Petrucci: Second.

Mr. Haste: Is that for A and B?

Mr. Henry: I'll move that we approve A and B.

Mr. Haste: Any discussion? All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Motion carries. C and D we will address next week. Any discussions on those at this time? Hearing none.

- C. Rights and Service Act Grant Application with PCCD for the District Attorney's Office and Victim Witness Assistance Program in the amt. of \$145,328.00.
- D. Change Orders for Phase I Renovations of the Dauphin County Courthouse Building:
 - 1. Change Order #2002-01-13 with Edwin L. Heim Co., electrical contractor, in an add amt. of \$26,039.01.
 - 2. Change Order #2002-01-15 with Herre Bros., Inc., HVAC contractor, in an add amt. of 24,476.98.

SOLICITOR'S REPORT

Mr. Haste: Solicitor's report.

Mr. Tully: No changes. As submitted.

Mr. Haste: Any questions on these for the Solicitor? Seeing none.

COMMISSIONERS' COMMENTS

Mr. Haste: Commissioners' comments. Is there anything that any of the Commissioners would like to bring up to the Board at this time? Hearing none.

PUBLIC PARTICIPATION

Mr. Haste: Public participation. Is there anyone in the audience that would like to address the Board at this time? Hearing none.

ADJOURNMENT

Mr. Haste: Is there a motion to adjourn?

Mr. Henry: So moved.

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Motion carries. We are adjourned.

Respectfully submitted,

Robert Burns, Chief Clerk/Chief of Staff

Transcribed by: Shari Eagle
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