

DAUPHIN COUNTY GAMING ADVISORY COMMITTEE
Dauphin County Administration Building, 4th Floor
Thursday, June 19, 2008
8:30 a.m.

Members Present

George Groves, Chairman
Justin Warren, Vice Chairman
David Craig, Secretary
Lloyd Umberger
Jim Szymborski

Also present were Mark Stewart, Wolf Block; Michael Musser, Community Networking Resources; Chad Saylor, Dauphin County; Amy Richards, Dauphin County; Richie-Ann Martz, Dauphin County.

Minutes

Call to Order

Mr. Groves, Chairman of the Committee, called the meeting to order at 8:40 a.m.

Review of Committee By Laws and Sunshine Act

Mr. Stewart provided committee members with the Sunshine Act and discussed its application. He suggested that the meetings be considered open and subject to sunshine for purposes of transparency. Because this body will render advice on matters which are matters of agency business, the committee itself must comply with the Sunshine Act. Asking legal counsel for legal advice, however, is generally considered an exception. Discussions about grant recommendations will take place with a quorum, a majority or more, unless they are in public, or in an executive session.

The grant applicants will demonstrate their showing of local support at public hearings. Mr. Stewart recommended that any questions committee members asked of them should be done at a public meeting or otherwise in writing. Recommendations for services are considered to be official action and will be made according to statute.

Mr. Szymborski suggested developing criteria or guidelines to apply to grant applications. Mr. Stewart pointed out that the Dauphin County Department of Community and Economic Development and TeamPA have a list of criteria, which could be helpful. Prior to meeting today, the Commissioners emphasized that they would like to see projects that leverage additional funds and are “ready-to-go” projects, at least with the initial round of application projects.

Discussion of Proxy and Conference Call Meeting Attendance

Mr. Groves discussed meeting attendance, including the use of conference call, with committee members. No changes were recommended.

Mr. Stewart presented committee members with a copy of the county code of conduct for employees. Although the document mentions employees, the document can be applicable to committee members.

A motion was made to accept the by laws.

Motion: Mr. Szymborski

Second: Mr. Warren

Motion passed 5-0.

Discussion of Committee Comment Forms Regarding Applications

Mr. Groves suggested that the committee develop criteria by which to review the projects. Mr. Musser said he would check with the Dauphin County Industrial Development Authority to see if the board uses comment forms. He believed they rely on the staff to give them a memorandum before the meetings.

Procedure for Accessing “Expert Advice”

If the committee needs an expert, such as an engineer, the request would be made to the Chief Clerk’s office. The Chief Clerk’s office would make arrangements for any experts.

Procedures for Posting Results on the Web Site and Providing Grant Request Information to Committee Members

Meetings will be posted on the county web site at least 24 hours prior to a public meeting.

Discussion of Scheduled Meetings and Development of Schedule

The meetings for July and August will be determined in the next few days and publicly advertised.

Committee meetings are scheduled for September 11, October 9, and November 13 at 8:30 a.m. in the Dauphin County Administration Building.

Selection of Official Secretary

Justin Warren was nominated for the position of Vice Chairman.

Motion: Mr. Craig

Second: Mr. Umberger
Motion passed 5-0.

David Craig was nominated for the position of Secretary.

Motion: Mr. Groves
Second: Mr. Szymborski
Motion passed 5-0.

Public Participation

None

Adjournment

The meeting was adjourned at 10:30 a.m.