**AGENDA**

**WORK SESSION**

**BLAIR COUNTY BOARD OF COMMISSIONERS**

**COMMISSIONERS MEETING ROOM, BASEMENT**

**TUESDAY, AUGUST 16, 2022, 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. **EXECUTIVE SESSION ANNOUNCEMENT**
6. **UPCOMING MEETINGS**

Wednesday, August 17, 2022 10:00 a.m. \*Board of Assessment Appeals

(Conference Room 2B)

2:30 p.m. \*Salary Board

(Commissioner’s Meeting Room)

Thursday, August 18, 2022 8:30 a.m. \*Prison Board

(Commissioner’s Meeting Room)

9:30 a.m. \*Records Improvement Committee

(Commissioner’s Meeting Room)

10:00 a.m. \*Commissioner’s Business Session

(Commissioner’s Meeting Room)

1:00 p.m. \*CYF Budget Meeting

(Conference Room 2B)

Friday, August 19, 2022

Monday, August 22, 2022

Tuesday, August 23, 2022 10:00 a.m. \*Commissioner’s Work Session

(Commissioner’s Meeting Room)

1. **PUBLIC COMMENT**
2. **COMMISSIONERS COMMENTS**
3. **CONSENT AGENDA**

**Resolution #291-2022:**

* 1. Payment of the following two-2 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| **EFFECTIVE DATE** | **WARRANT NUMBER** | **AMOUNT** |
| 08/16/2022 | 220816SS | $17,098.12 |
| 08/16/2022 | 220816WW | $648,944.56 |

Which include payment of the following invoice:

* Blair Community Action, in the total amount of $2,104.36.
* Thomas and Chandra Jandora, in the total amount of $1,550.00.
  1. Ratification of the following sixteen-16 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| **EFFECTIVE DATE** | **WARRANT NUMBER** | **AMOUNT** |

|  |  |  |
| --- | --- | --- |
| 08/11/2022 | 220811AP | $50.00 |
| 08/11/2022 | 220811ML | $31,998.59 |
| 08/02/2022 | 220802WC | $6,521.07 |
| 08/11/2022 | 220811HR | $10,441.71 |
| 08/10/2022 | 220810WW | $149,844.10 |
| 08/09/2022 | 220809SS | $64,515.91 |
| 08/09/2022 | 220809CY | $58,378.74 |
| 08/09/2022 | 220809CO | $24,807.68 |
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| 08/08/2022 | 220808FS | $2,759.63 |
| 08/05/2022 | 220805RF | $2,908.17 |
| 08/02/2022 | 220802MW | $1,231.48 |
| 08/01/2022 | 220801FN | $117,018.49 |
| 08/04/2022 | 220804HR | $15,378.13 |
| 08/01/2022 | 220801HI | $548,856.85 |
| 08/01/2022 | 220801FS | $3,314.42 |

* 1. Ratification of Total Payroll for the Check Dated August 11, 2022, in the total amount of $817,880.03.
  2. **2022 Budget Transfer**: Charges received from Justifacts for the month of July 2022.

**From $ To**

01101GCO-42000 General County Operations               $75.63                   01160-42000 Court Administration

01101GCO-42000 General County Operations               $116.28                 01160DM-42000 Judge Milliron/pool

01101GCO-42000 General County Operations               $485.67                 34156-42000 Domestic Relations

01101GCO-42000 General County Operations               $112.63                 35101-42000 Parks and Recreation

01101GCO-42000 General County Operations               $337.09                 44122-42000 Public Safety – 911

01101GCO-42000 General County Operations               $105.28                 011192-42000 Records Management

01101GCO-42250 General County Operations               $18.04                   01158-42250 District Attorney (finance charges)

* 1. **2022 Budget Transfer:** Charges received from Campbell Durrant for the month of July 2022.

**From $ To**

01101GCO-44080-General County Operation’s $1,388.00 01209PO-44080-Prison

* 1. **2022 Budget Transfer:** Charges for Personal Protective Equipment.

**From $ To**

01101-46040-Commissioner’s $4,472.98 762011-42030-APO Offender

* 1. **Sheriff’s Office:** Requesting approval of one-1 Penn State Altoona Student Intern, Bryson Byers, for the period of August 22, 2022 to December 2, 2022. 240 hours/6 credits. Internship is for credit only and at no cost to the county.
  2. **Employment:** Toni K. Walker, FT Probation Officer Aide 1, APO, $11.58/hr., effective 08/01/22; Teresa L. Maul, FT Processor, Costs and Fines, $11.58/hr., effective 08/08/22; Jami L. Ray, FT Receptionist/Clerk, Prothonotary, $11.03/hr., effective 08/08/22; Wendy L. Traxler FT, Administrative Assistant, 911 Center, $14.04/hr., effective 08/08/22; Troy M. Jarrett, From FT Telecommunicator Trainee, $13.80/hr., To FT Telecommunicator, 911 Center, $16.30/hr., effective 08/06/22; Tracy N. Fitzpatrick, From FT Juvenile Probation Officer, JPO, $20.73/hr., To FT Mental Health Program Specialist I, Social Services, $20.73/hr., effective 08/15/22; Danielle C. Simmons, From FT Telecommunicator, 911 Center, $16.90/hr., To PT Telecommunicator, $16.90/hr., effective 08/20/22; Kaitlin J. Richards, From FT Administrative Support, JPO, $12.00/hr., To PT Tipstaff, Court Administration, limited to 999 hours per anniversary year, $12.00/hr., effective 08/22/22, Ray S. Benton, Per Diem, Deputy Coroner, Coroner’s Office, $80.00/per 8-hr. shift, effective 08/01/22; Brittany N. McCracken, FT Law Clerk, Judge Milliron, $41,609.62/yr., effective 08/15/22; Ricardo Cruz, Jr., Adam Gardner, Stephanie E. Platon, Erika Rivera, and Devin Woods, FT Corrections Officer, Prison, $20.59/hr., effective 08/22/22; and Bryce Lachini, Per Diem, Fill-In Corrections Officer, Prison, $15.08/hr., effective 08/22/22.
  3. **Resignations:** DeAnna E. Paul, FT Law Clerk, Judge Doyle, $41,609.62/yr., effective 08/01/22; MacKenzie R. McElhinny, PT Department Clerk 1, Records Management, $11.58/hr., effective 08/11/22; Katelyn V. Archer, FT Case Manager, Domestic Relations, $28,246.40/yr., effective 08/12/22; Taylor R. Bowers, FT Receptionist/Clerk Custody, Custody Office, $10.50/hr., effective 08/12/22; Kayla E. Kormanik-Lucas, FT Law Clerk, Judge Kagarise, $42,387.80/yr., effective 08/12/22; Todd W. Keith, FT Telecommunicator, 911 Center, $13.88/hr., effective 08/05/22; Sarah T. Chuff, Temporary Department Assistant, Finance, $27.59/hr., effective 08/08/22; Alison I. Dewey, FT Receptionist/Clerk, Prothonotary, $11.03/hr., effective 08/10/22; Kevin F. Kuhn FT Telecommunicator, 911 Center, $16.50/hr., effective 08/11/22; Augustus T. Dellinger, Seasonal Public Works, $10.00/hr., effective 08/12/22; John W. Graessle, PT Tipstaff, Court Administration, $11.58/hr., effective 08/12/22; and Matthew R. Calhoun, PT Telecommunicator, 911 Center, $18.38/hr., effective 08/19/22.

1. **STAFF REPORTS & SPECIAL BUSINESS**
2. **Blair County Bridge No. 8, 21, 28 and 29**:

Requesting approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for the preparation of a Federal Highway Administration Bridge Investment Program Grant Application for replacement or rehabilitation of County Bridge No. 8, 21, 28 and 29, located in Freedom Township, Catherine Township, and Allegheny Township, in the total lump sum and expenses of $2,730.00.

1. **Blair County Bridge No. 73/Mountain Road:**
2. Requesting approval of a Change Order received from Quality Bridge & Fab, Inc., in the increased price of $30,275.00, to add fabricated structural steel for additional repair areas.
3. Requesting approval of a proposal received from HRV Conformance Verification Associates, Inc. for inspection of the structural steel fabricated by Quality Bridge & Fac, Inc., for Blair County Bridge No. 73, estimated at eighty-80 shop hours for an amount not to exceed $8,000.00.
4. **Blair County Parking Garage Stair Tower Repairs:**

Requesting approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for additional construction consultation and shop drawing review services for the Blair County Parking Garage Stair Tower Repair Project, in the total estimated cost of $10,000.00.

1. **Blair County Park & Recreation Advisory Board:**
2. Requesting approval to advertise for bids for the general and electrical construction of the Valley View Park Amphitheatre Project.
3. Requesting approval of an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed $6,000.00, for the purchase of post sleeves for the Valley View Park Amphitheatre Project**.**
4. Requesting approval of draft three-3 of sign designed for Valley View Park and authorization to solicit quotes for a sign.
5. Requesting approval of the AYSO Fall Field Usage Schedule for the period of August 3, 2022 through October 29, 2022.
6. Requesting approval for Great Commission School to use the Valley View Park Soccer Fields on September 6, 16, 20 and 29 for games beginning at 3:30 p.m. and 5:00 p.m., pending receipt of all insurance documents. (AYSO has agreed to allow Great Commission School to use the fields on these four-4 days at the specified game times)
7. **Salvation Army:**

Requesting approval for the submission of the FY 2021/2022 State Food Purchase Program Expense and Data Report, to the PA Department of Agriculture on or before September 17, 2022.

1. **Blair Senior Services**:
2. Requesting approval for the submission of the FY 2021/2022 Medical Assistance Transportation Program (MATP) 4th Quarter Report for the period of April 1, 2022 through June 30, 2022.

1. Requesting approval of the Medical Assistance Transportation Program (MATP) initial allocation amount for FY 2022/2023 from the Pennsylvania Department of Human Services, in the total amount of $1,400,262.00.
2. **Coroner’s Office:**

Requesting approval of a renewal contract between the County of Blair, on behalf of the Blair County Coroner and Dr. Harry Kamerow, MD, Pathologist to perform autopsies upon availability, in the total amount of $1,400.00 per case, effective January 1, 2023.

1. **Department of Emergency Services/911 Center:**
2. Requesting approval of a Master Services Agreement (MSA) by and between the County of Blair, on behalf of the Department of Emergency Services Zito Media Communications LLC, Zito Media Communications II LLC, Zito Media Voice LLC, d/b/a Zito Business, for telecommunication products and services set forth in Technical Service Agreements - TSA 1, TSA-2 and incorporating TSA-3, in the monthly recurring amount of $818.00, with any renewal of such TSA being deemed covered by the MSA. Agreement shall terminate November 23, 2027.
3. Requesting approval of a quote received from Zeigler Chevrolet to repair the air conditioning system on the Department of Emergency Service’s 2008 Chevy Suburban, in the total amount of $1,697.96.
4. **Juvenile Probation:**
5. Requesting approval of a Juvenile Probation Services Grant Agreement (Contract #4100093164) between the County of Blair, Juvenile Probation Office and the Commonwealth of Pennsylvania, through the Juvenile Court Judges’ Commission of the Office of General Counsel, in the grant award amount of $146,839.00, effective the date of Agreement signing through June 30, 2023.
6. Requesting approval of the FY 21/22 Financial Statement for funds expended under the Juvenile Probation Services Grant for the budget period of July 1, 2021 through June 30, 2022, in the total expended amount of $146,839.00.
7. Requesting approval of the FY 21/22 Equitable Compensation Letter to the Juvenile Court Judges’ Commission.
8. **Court Administration**:

Requesting approval of four-4 quotes received from Contract Hardware & Supply Company, Inc., for parts and installation of solid core doors and relevant hardware for four-4 Magisterial District Judge (MDJ) locations as outlined below:

1. Quote #410765, in the amount of $1,552.18, MDJ DeAntonio
2. Quote #410764, in the amount of $2,620.26, MDJ Miller
3. Quote #410761, in the amount of $1,530.00, MDJ Jones
4. Quote #410789, in the amount of $2,462.46, MDJ Aigner
5. **Social Services:**
6. Requesting approval of an allocation from the Blair County Affordable Housing Trust Fund, in the total amount of $50,000.00, to continue to fund the Owner Occupied Rehabilitation throughout the county that will be administered through the Community Development Programs.
7. Requesting approval of a County of Blair Demolition Fund Program Disbursement, in the total amount of $6,750.00, for the demolition of property within the City of Altoona located at 1616 3rd Street.
8. **Tax Claim:**

Requesting approval for the submission of two-2 Permit Applications to Allegheny Township for the demolition of two-2 trailers in the county’s repository (566 and 570 Gildea Dr., Duncansville, PA) that are in violation of Allegheny Township’s Nuisance Code. Said permit cost is $125.00/each for a total of $250.00.

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

Requesting approval for submission of the proposed FY 2023/2024 Blair County Children, Youth and Families’ Needs-Based Plan and Budget Narrative Template.

1. **2021 Audit:**

Discussion concerning extension of the audit deadline to 09/15/2022.

1. **OLD BUSINESS**
2. **ADJOURN**

**WORK SESSION: TUESDAY, AUGUST 16, 2022, 10:00 A.M.**

Location: Commissioner’s Meeting Room, Basement.

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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 please stand and recite the Pledge of Allegiance to the Flag.

**Roll Call:**

**Members Present:**

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Assistant Solicitor Muriceak

**Members Absent:**

Solicitor Nathan Karn

**Others Present:**

Jim Frank (JPO), Missy Gillin (Social Services), Jim Pooler (Public Works – Facilities), Carol A. Dannenberg (Hollidaysburg Community WatchDog), Becky Robinson (Purchasing), Lindsay Dempsie and Brandon Meck (Finance), Chris Tatar (Sheriff), A.C. Stickel (Controller), Kay Stephens (Altoona Mirror), Paul Shaffer (Public Works – Highway), Brian Wiser (Keller Engineers), Nicole Smith (Court Admin), and Sue St Martin (Tax Claim), Melissa Harpster and Allison Senkevich (Commissioner’s Office), Cris Frederickson and Wendy Traxler (911/EMA), Jim Brown (The Salvation Army), Dennis Wisor (Blair Senior Services), and Helen Schmidt (Public).

**Executive Session Announcement:**

Chief Clerk Hemminger announced there would be an Executive Session held on 8/16 at 3:00pm with Human Resources Director Katherine Swigart, Chief Clerk Nicole Hemminger, and all three Commissioners to discuss a Collective Bargaining Agreement.

**Upcoming Meetings:**

Wednesday, August 17, 2022 10:00 a.m. \*Board of Assessment Appeals

(Conference Room 2B)

2:30 p.m. \*Salary Board

(Commissioner’s Meeting Room)

Thursday, August 18, 2022 8:30 a.m. \*Prison Board

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Monday, August 22, 2022

Tuesday, August 23, 2022 10:00 a.m. \*Commissioner’s Work Session

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**Public Comment:**

Commissioner Erb called for public comment.

There were no comments noted.

**Commissioners Comments:**

Commissioner Erb called for commissioner’s comments.

Commissioner Webster noted there would be an Airport Authority Meeting at 7pm on

August 16.

Commissioner Webster expressed thanks to the 911/EMA departments for holding an exercise, which simulated the crash of a jet at the Altoona-Blair County Airport. This was Part 1 with Park 2 to be held in September. She stated that many representatives attended from the local police departments, hospitals, fire departments, and emergency management agency. She noted her participation and that the exercise was a great experience.

Commissioner Burke extended congratulations to the Hollidaysburg Little League for their participation in the Mid-Atlantic Regional Championship in Williamsport. She also mentioned that there is free admission to the game as well as a few ways to travel to Williamsport with local trips being planned.

Commissioner Erb mentioned last Thursday, August 8th, during Penn State Ag Days, over

70 farms earned “Century Farm Status” by being in the family for 100+ years. There are nine-9 century farms in Blair County, with one-1 of the farms being recognized this year.

**Consent Agenda:**

**Resolution #291-2022:**

* 1. Payment of the following two-2 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| **EFFECTIVE DATE** | **WARRANT NUMBER** | **AMOUNT** |
| 08/16/2022 | 220816SS | $17,098.12 |
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01101GCO-42250 General County Operations               $18.04                   01158-42250 District Attorney (finance charges)

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  3. **Resignations:** DeAnna E. Paul, FT Law Clerk, Judge Doyle, $41,609.62/yr., effective 08/01/22; MacKenzie R. McElhinny, PT Department Clerk 1, Records Management, $11.58/hr., effective 08/11/22; Katelyn V. Archer, FT Case Manager, Domestic Relations, $28,246.40/yr., effective 08/12/22; Taylor R. Bowers, FT Receptionist/Clerk Custody, Custody Office, $10.50/hr., effective 08/12/22; Kayla E. Kormanik-Lucas, FT Law Clerk, Judge Kagarise, $42,387.80/yr., effective 08/12/22; Todd W. Keith, FT Telecommunicator, 911 Center, $13.88/hr., effective 08/05/22; Sarah T. Chuff, Temporary Department Assistant, Finance, $27.59/hr., effective 08/08/22; Alison I. Dewey, FT Receptionist/Clerk, Prothonotary, $11.03/hr., effective 08/10/22; Kevin F. Kuhn FT Telecommunicator, 911 Center, $16.50/hr., effective 08/11/22; Augustus T. Dellinger, Seasonal Public Works, $10.00/hr., effective 08/12/22; John W. Graessle, PT Tipstaff, Court Administration, $11.58/hr., effective 08/12/22; and Matthew R. Calhoun, PT Telecommunicator, 911 Center, $18.38/hr., effective 08/19/22.

Commissioner Erb noted his abstention on the payment of invoice to Blair County Community Action Agency due to conflicts of interest.

Commissioner Burke noted her abstention on the payment of invoice to Thomas and Chandra Jandora due to conflicts of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 291-2022 with the abstentions as noted.

**Staff Reports & Special Business:**

**Blair County Bridge No. 8, 21, 28 and 29**:

Brian Wiser requested approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for the preparation of a Federal Highway Administration Bridge Investment Program Grant Application for replacement or rehabilitation of County Bridge No. 8, 21, 28 and 29, located in Freedom Township, Catherine Township, and Allegheny Township, in the total lump sum and expenses of $2,730.00.

Mr. Wiser mentioned the application is due September 8th and the total sum is not to exceed $2,730.00.

Discussion followed.

**Resolution 292-2022:** A resolution approving a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for the preparation of a Federal Highway Administration Bridge Investment Program Grant Application for replacement or rehabilitation of County Bridge No. 8, 21, 28 and 29, located in Freedom Township, Catherine Township, and Allegheny Township, in the total lump sum and expenses of $2,730.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 292-2022.

**Blair County Bridge No. 73/Mountain Road:**

1. Brian Wiser requested approval of a Change Order received from Quality Bridge & Fab, Inc., in the increased price of $30,275.00, to add fabricated structural steel for additional repair areas.

Mr. Wiser noted that this change order is to also extend the contract completion date to January 2023 due to material shortages.

He confirmed repairs were made earlier in the year, but due to uncovering additional areas that need to be repaired, the change order was necessary.

Discussion followed.

1. Brian Wiser requested approval of a proposal received from HRV Conformance Verification Associates, Inc. for inspection of the structural steel fabricated by Quality Bridge & Fab, Inc., for Blair County Bridge No. 73, estimated at eighty-80 shop hours for an amount not to exceed $8,000.00.

Mr. Wiser confirmed this proposal is just for the inspection of the steel and that the inspection and contract for the coating is still needed.

Discussion followed.

**Blair County Parking Garage Stair Tower Repairs:**

Brian Wiser requested approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for additional construction consultation and shop drawing review services for the Blair County Parking Garage Stair Tower Repair Project, in the total estimated cost of $10,000.00.

Mr. Wiser confirmed that working with the contractor is requiring additional effort and therefore, compensation for the additional time and shop drawing review and consultation time in the total amount of $10,000. He did clarify that the additional construction consultation would cost $5,000 and the shop drawing review would cost $5,000.

Discussion followed.

**Blair County Park & Recreation Advisory Board:**

1. Joe Keller requested approval to advertise for bids for the general and electrical construction of the Valley View Park Amphitheatre Project.

Mr. Keller discussed the advertisement would run on August 22 and 29, with a pre-bid meeting on August 30 and the bid opening on September 9.

Discussion followed.

1. Joe Keller requested approval of an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed $6,000.00, for the purchase of post sleeves for the Valley View Park Amphitheatre Project.

Mr. Keller discussed the need to switch from galvanized steel to the purchase of post sleeves to have additional structural integrity for the Valley View Park Amphitheatre. He advised the 6 sleeves would cost around $1,500.00 total.

Discussion followed.

1. Joe Keller requested approval of draft three-3 of sign designed for Valley View Park and authorization to solicit quotes for a sign.

Mr. Keller confirmed the sign would cost between $1,500 - $3,000.

Discussion followed.

1. Melissa Harpster requested approval of the AYSO Fall Field Usage Schedule for the period of August 3, 2022 through October 29, 2022.

Discussion followed.

1. Melissa Harpster requested approval for Great Commission School to use the Valley View Park Soccer Fields on September 6, 16, 20 and 29 for games beginning at 3:30 p.m. and 5:00 p.m., pending receipt of all insurance documents. (AYSO has agreed to allow Great Commission School to use the fields on these four-4 days at the specified game times)

Discussion followed.

**Salvation Army:**

Jim Brown requested approval for the submission of the FY 2021/2022 State Food Purchase Program Expense and Data Report, to the PA Department of Agriculture on or before September 17, 2022.

Discussion followed.

**Blair Senior Services**:

1. Dennis Wisor requested approval for the submission of the FY 2021/2022 Medical Assistance Transportation Program (MATP) 4th Quarter Report for the period of April 1, 2022 through June 30, 2022.

Mr. Wisor discussed that Blair Senior Services was able to serve over 1,300 unduplicated consumers and provide 48,000 trips through the MATP program.

Discussion followed.

1. Dennis Wisor requested approval of the Medical Assistance Transportation Program (MATP) initial allocation amount for FY 2022/2023 from the Pennsylvania Department of Human Services, in the total amount of $1,400,262.00.

Mr. Wisor confirmed the above amount is the same amount that was requested.

Discussion followed.

**Coroner’s Office:**

Commissioner Amy Webster requested approval on behalf of the Coroner’s office for a renewal contract between the County of Blair, on behalf of the Blair County Coroner and Dr. Harry Kamerow, MD, Pathologist to perform autopsies upon availability, in the total amount of $1,400.00 per case, effective January 1, 2023.

Discussion followed.

**Department of Emergency Services/911 Center:**

1. Requesting approval of a Master Services Agreement (MSA) by and between the County of Blair, on behalf of the Department of Emergency Services Zito Media Communications LLC, Zito Media Communications II LLC, Zito Media Voice LLC, d/b/a Zito Business, for telecommunication products and services set forth in Technical Service Agreements - TSA 1, TSA-2 and incorporating TSA-3, in the monthly recurring amount of $818.00, with any renewal of such TSA being deemed covered by the MSA. Agreement shall terminate November 23, 2027.

Cris Frederickson advised that this item needed to be held from discussion and moved to the next meeting agenda.

1. Cris Frederickson requested approval of a quote received from Zeigler Chevrolet to repair the air conditioning system on the Department of Emergency Service’s 2008 Chevy Suburban, in the total amount of $1,697.96.

Discussion followed.

**Juvenile Probation:**

1. Jon Frank requested approval of a Juvenile Probation Services Grant Agreement (Contract #4100093164) between the County of Blair, Juvenile Probation Office and the Commonwealth of Pennsylvania, through the Juvenile Court Judges’ Commission of the Office of General Counsel, in the grant award amount of $146,839.00, effective the date of Agreement signing through June 30, 2023.

Mr. Frank confirmed there was no increase from last year on this item.

Discussion followed.

1. Jon Frank requested approval of the FY 21/22 Financial Statement for funds expended under the Juvenile Probation Services Grant for the budget period of July 1, 2021 through June 30, 2022, in the total expended amount of $146,839.00.

Discussion followed.

1. Jon Frank requested approval of the FY 21/22 Equitable Compensation Letter to the Juvenile Court Judges’ Commission.

Mr. Frank noted the fiscal year is for FY 22/23 and not FY 21/22.

Discussion followed.

**Court Administration**:

Nicole Smith requested approval of four-4 quotes received from Contract Hardware & Supply Company, Inc., for parts and installation of solid core doors and relevant hardware for four-4 Magisterial District Judge (MDJ) locations as outlined below:

* Quote #410765, in the amount of $1,552.18, MDJ DeAntonio
* Quote #410764, in the amount of $2,620.26, MDJ Miller
* Quote #410761, in the amount of $1,530.00, MDJ Jones
* Quote #410789, in the amount of $2,462.46, MDJ Aigner

Discussion followed.

**Social Services:**

1. Trina Illig requested approval of an allocation from the Blair County Affordable Housing Trust Fund, in the total amount of $50,000.00, to continue to fund the Owner Occupied Rehabilitation throughout the county that will be administered through the Community Development Programs.

Ms. Illig mentioned they are replenishing funds as they are used. They have received three-3 requests so far. These funds are used as “last resort” funding and can help fund projects that are on an extensive wait list – small, quick projects like water and heat issues.

Discussion followed.

1. Melissa Gillin approval of a County of Blair Demolition Fund Program Disbursement, in the total amount of $6,750.00, for the demolition of property within the City of Altoona located at 1616 3rd Street.

Ms. Gillin noted the total amount is $13,500.00 – the County will contribute $6,750.00 and the City of Altoona will pay the difference.

Discussion followed.

**Tax Claim:**

Sue St Martin requested approval for the submission of two-2 Permit Applications to Allegheny Township for the demolition of two-2 trailers in the county’s repository (566 and 570 Gildea Dr., Duncansville, PA) that are in violation of Allegheny Township’s Nuisance Code. Said permit cost is $125.00/each for a total of $250.00.

Discussion followed.

**Children, Youth and Families**:

Commissioner Laura Burke requested approval on behalf of Children, Youth, and Families (CYF) for submission of the proposed FY 2023/2024 Blair County Children, Youth and Families’ Needs-Based Plan and Budget Narrative Template.

Ms. Burke discussed how the Narrative helps her and the CYF staff think strategically about what needs to go into the budget and the State will ask for information to support this.

She discussed the challenges the CYF office has had related to COVID and not related to COVID. They have worked out most of those issues but are seeing an increase in staffing concerns with people getting sick, quarantine, etc.

Summer service projects had to be put on hold due to not being able to transport people. Workforce shortages externally and internally has affected ability to find placement for children with behavior health needs being at the forefront of the challenges. Staff loss not necessarily due to COVID, but in general.

Ms. Burke mentioned the many successes within the CYF department, including the triage unit, which not a lot of counties have. The Blair County triage unit can assess and evaluate claims before accepting the claims for service. Also using family engagement, which has a large, positive impact on placement reduction and the budget.

Areas of focus for 2023 – supporting not just in retention efforts but in training and getting back to what they do best. Also Blair County is working on implementing and monitoring system for providers to monitor quality and enhance ability to formulate budget. Training specifically on risk assessment and family engagement tools. JPO noted successes are use of evidence in practice and challenges were complex cases and appropriate intervention for mental health cases.

Chief Clerk Hemminger also mentioned the 1:00 pm public meeting on Thursday.

She highlighted the successes and excellent metrics in the CYF department:

* Permanency in 12 months – 54%
* Permanency in 12 months (in care – 12-23 months) – 75%
* Permanency in 12 months (in case – 24 months) – 50%
* Placement Stability (how many moves per 1,000 days of care) – 2.57 moves
* Reentry in 12 months – 4.17

Discussion followed.

**2021 Audit:**

Discussion concerning extension of the audit deadline to 09/15/2022.

Commissioner Erb mentioned this is the second deadline extension request.

**Resolution 293-2022:** A resolution approving an extension of the audit deadline to 09/15/22.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 293-2022.

**Old Business:**

None

**Adjourn:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk