

WORK SESSION: TUESDAY, JULY 26, 2022, 10:00 A.M.

Location: Commissioner's Meeting Room, Basement.

**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#*

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 that 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 Solicitor Karn.

Others Present:

Shelda Conklin, Olivia Williams, Alisa Smith, Allison Morgan, Tanya Plunkard, Rosi Weitzel, Bobbie Thurman, Taylor McKnight, Destiny Harr, and April Hauck (CYF), Adam Long (Keller Engineers), Alex Ciotti (SEIU 668), Ashley Gay Vocco and Ashley Owens (Family Services Inc.), Molly Wink (JPO), Lindsay Dempsie and Brandon Meck (Finance), Rebecca Robinson (Purchasing), Jim Pooler (Public Works-Facilities), Kay Stephens (Altoona Mirror), Bryan King (Hollidaysburg Community Watchdog), Heather Rininger (Records Management), Melissa Harpster and Allison Senkevich (Commissioner's Office).

Upcoming Meetings

Wednesday, July 27, 2022

Thursday, July 28, 2022	8:30 A.M.	Blair County Planning Commission (Altoona Water Authority)
	10:00 A.M.	*Commissioners Business Session (Commissioners Meeting Room)

Friday, July 29, 2022

Monday, August 1, 2022

Tuesday, August 2, 2022	10:00 A.M.	*Commissioners Work Session (Commissioners Meeting Room)
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Executive Session Announcement:

Chief Clerk Hemminger announced that on Friday, July 22, 2022, beginning at 11 a.m., she, the three-3 commissioner's and HR Director, Katherine Swigart met with one-1 interviewee for an open position.

Approval of Meeting Minutes: 07/14/22

Commissioner Erb announced that approval of the meeting minutes of 07/14/22 would be deferred until Thursday, July 28, 2022.

Public Comment:

Commissioner Erb called for public comment.

Shelda Conklin, CYF Caseworker, shared comments addressing pay levels for caseworkers stating that she feels pay rates are contributing not only to staffing shortages but is causing hiring difficulties. Ms. Conklin stated that caseworker workloads increase as resignations continue to take place. She urged the board to consider increasing wages to retain staff and to boost longevity.

Allison Morgan, CYF Assessment Caseworker, stated that of thirty-seven (37) available caseworker positions within the CYF Office, there are only twelve (12) caseworkers currently employed. She stated the workloads of the twenty-five (25) vacant positions are being passed on to those twelve-12 caseworkers, and as the workloads increase, so do the resignations.

Ms. Morgan also urged the board to consider increasing wages to retain staff and to boost longevity.

Commissioners Comments:

Commissioner Erb called for commissioner's comments.

Commissioner Burke stated that she agrees wholeheartedly with what Ms. Conklin and Ms. Morgan said, and she stated she hopes they see her as a member of their team.

Commissioner's Webster and Erb had no comments.

Consent Agenda

Resolution 271-2022:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/26/22	220726TD	\$475,380.46
07/26/22	220726WW	\$128,572.10
07/26/22	220726SS	\$126,460.14
07/26/22	220726CY	\$1,721.72

b. Ratification of the following seven-7 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/21/2022	220721LC	\$153,450.68
07/19/2022	220719TC	\$17,813.33
07/21/2022	220721HR	\$9,221.21
07/18/2022	220718FS	\$4,574.71
07/15/2022	220715RM	\$28,500.00
07/14/2022	220714HR	\$23,845.38
06/06/2022	220606FS	\$1,556.49

c. 2022 Budget Transfer: Charges received from Burgmeier for shredding for the month of July 2022.

From	\$	To
01101GCO-42840 General County Operations	\$244.27	01101-42840 Commissioners
01101GCO-42840 General County Operations	\$287.87	01112-42840 Controller
01101GCO-42840 General County Operations	\$10.52	01155-42840 Cost & Fines
01101GCO-42840 General County Operations	\$673.44	01160-42840 Court Administration
01101GCO-42840 General County Operations	\$558.82	013201-42840 Children Youth & Families
01101GCO-42840 General County Operations	\$822.26	01158-42840 District Attorney
01101GCO-42840 General County Operations	\$281.10	01156-42840 Domestic Relations
01101GCO-42840 General County Operations	\$305.15	011061-42840 Elections
01101GCO-42840 General County Operations	\$157.46	01105-42840 Human Resources
01101GCO-42840 General County Operations	\$169.11	01160DM-42840 Judge Milliron
01101GCO-42840 General County Operations	\$254.42	01161PA-42840 MDJ Aigner
01101GCO-42840 General County Operations	\$14.28	01157-42840 Public Defender
01101GCO-42840 General County Operations	\$192.04	01153-42840 Prothonotary
01101GCO-42840 General County Operations	\$107.10	01151-42840 Sheriff

d. 2022 Budget Transfer: Charges received from Boyer Refrigeration for building maintenance.

From	\$	To
01103BM-44740 Building Maintenance	\$3,982.00	44122-44740 911 Project

e. 2022 Budget Transfer: Charges received from Automated Logic for building repairs in MDJ Dunio's office from February 2022.

From	\$	To
01103BM-44840 Building Maintenance	\$1,512.00	01161MD-44840 MDJ Dunio

f. 2022 Budget Transfer: Charges received from Campbell Durrant for legal fees for the month of June 2022.

From	\$	To
01101GCO-44080 General County Operations	\$4,309.60	01209PO-44080 Prison

g. Employment: Tracy A. Rocus, FT, Case Manager, Domestic Relations, \$28,246.40/yr., effective 07/25/22; Chloe E. Duraso, FT, Department Clerk II, Domestic Relations, \$11.58/hr., effective 07/25/22; Ethan W. Carn, Nicole C. Ferrone, and Justin C. McKinney, FT, Telecommunicator Trainee, 911E Center, \$13.88/hr., effective 07/25/22; Whitney J. Burkett, From FT, Telecommunicator Trainee, 911E Center, To, FT, Telecommunicator, 911E Center, \$13.88/hr., effective 07/06/22; Kimberley D. Gray, From FT, Department Clerk I, Domestic Relations, \$11.57/hr., To, FT, Administrative Support, Domestic Relations, \$11.58/hr., effective 07/25/22; Amy J. Myers, From FT, Administrative Support, 911E Center, \$12.77/hr., To, FT, Telecommunicator Trainee, 911E Center, \$13.88/hr., effective 07/25/22; and Michelle L. Grove, From, FT, Assistant Public Defender, Public Defender's Office, \$22.87/hr., To, FT, Law Clerk, MJD Sullivan/Pool, \$22.87/hr., effective 07/25/22.

h. Resignations: Ilissa Zimmerman, PT, Assistant District Attorney, District Attorney's Office, \$1,691.00/biweekly, effective 07/19/22; Larry L. Hopkins, FT, Corporal, Sheriff's Office, \$17.12/hr., effective 07/29/22; Paul A. Kerns, FT, Chief Deputy Coroner, Coroner's Office, \$14.54/hr., effective 07/31/22; and Devin S. Martin, FT, Corrections Officer, Prison, \$21.94/hr., effective 07/31/22.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 271-2022.

Staff Reports & Special Business:

Valley View Park:

Adam Long requested approval of an Amendment to the Proposal of Service Contract between the County of Blair and Keller Engineers dated March 30, 2021, for services associated with Valley View Park Improvements and the award of Pennsylvania Department of Conservation and Natural Resources (DCNR) grant funds, to incorporate the DCNR standard Nondiscrimination/Sexual Harassment Clause to said contract.

Mr. Long stated that the Amendment to the Proposal of Service Contract between the County and Keller Engineers dated March 30, 2021, for services associated with the Valley View Park Improvement Project allows for the incorporation of DCNR's Nondiscrimination/Sexual Harassment Clause that was inadvertently not placed with the contract when the county's grant application was submitted to DCNR.

Mr. Long stated that Solicitor Karn drafted the Amendment. The Amendment to the Proposal of Service Contract is at no additional cost to the county.

Discussion followed.

Juvenile Probation Office:

Molly Wink requested approval for the submission of a Victim of Juvenile Offenders (VOJO) Grant Application to the Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$70,610.00, for the operation of the Victim/Witness Program within the Juvenile Probation Office, for the period of January 1, 2023 through December 31, 2024.

Ms. Wink stated that the grant provides funding for personnel, employee benefits and supplies and operating expenses associated with the operation of the Juvenile Probation Office's Victim/Witness Program. The grant is the same amount as previous years.

Discussion followed.

Department of Emergency Services:

- a. Cris Fredrickson requested approval of an annual Maintenance Agreement for the Audiology Voice Recorder with SBM Electronics, Inc., in the discounted amount of \$16,588.55, for the period of May 31, 2022 through May 30, 2023.

Mrs. Fredrickson stated that the service agreement is an annual renewal. She stated that the rate remains the same as last year.

Discussion followed.

- b. Cris Fredrickson requested approval of a state fiscal year 2022-2023 Hazardous Material Response Fund Grant Agreement (HMRF) by and between the County of Blair and the Commonwealth of Pennsylvania acting through the Pennsylvania Emergency Management Agency, in the total awarded amount of \$15,856.00, for the period of July 1, 2022 through July 30, 2023.

Mrs. Fredrickson stated that both the commonwealth and the county received 12% less in funding for this fiscal period. She stated the county's award last year was \$17,928.00 and only \$15,856.00 for the period of July 1, 2022 through July 30, 2023.

Discussion followed.

City of Altoona:

Chief Clerk Hemminger requested approval of a Letter of Acknowledgment and Support for the submission of a CFA Multimodal Transportation Fund Grant Application by the City of Altoona, for the 10th Avenue Wall Replacement Project.

Mrs. Hemminger stated that the grant submission does not compete with any grant the county has submitted applications for, and has no financial obligation for the county.

Discussion followed.

Resolution 272-2022: A resolution approving a Letter of Acknowledgment and Support for the submission of a CFA Multimodal Transportation Fund Grant Application by the City of Altoona, for the 10th Avenue Wall Replacement Project.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 272-2022

Records Management:

Heather Rininger requested approval for the submission of a Pennsylvania Historical and Museum Commission (PHMC) Historical and Archival Records Care Grant Application, in an amount not to exceed \$5,000.00, to assist with the purchase of a large format scanner to preserve oversized permanent county records. The Records Improvement Committee has approved to provide \$5,613.99 towards the total purchase price of the scanner. There is no match of funds required.

Mrs. Rininger stated that there is no match of funds required. She asked that the board consider approval action today as the grant application is due no later than 08/01/22.

Discussion followed.

Resolution 273-2022: A resolution approving the submission of a Pennsylvania Historical and Museum Commission (PHMC) Historical and Archival Records Care Grant Application, in an amount not to exceed \$5,000.00, to assist with the purchase of a large format scanner to preserve oversized permanent county records. The Records Improvement Committee has approved to provide \$5,613.99 towards the total purchase price of the scanner. There is no match of funds required.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 273-2022.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk