DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

AUGUST 21, 2013
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Kay Lengle, Human Resources; Dave Schreiber, Human Resources; Bobby Sisock, Court Administration; Randy Baratucci, Director of Purchasing; August Memmi, Director of Community & Economic Development; Fred Lighty, Esq., Human Services Director’s Office; Amy Richards Harinath, Press Secretary; J. Scott Burford, Deputy Chief Clerk; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

James Roxbury and Jeff Frantz

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:12 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.
PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

There are two sets of Meeting Minutes that will be considered at next week’s Legislative Meeting.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Haste reported that there was an Executive Session held this morning regarding litigation and real estate.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Dan Rothschild and Joe Schwalm, Commissioners’ Office Interns

1. Presentation on Summer Internship

The Interns thanked the Commissioners for the opportunity to participate in the internship.

The interns assisted with several projects:

- The Criminal Justice System Process Mapping – meeting with various departments and creating a process map.
- The THANKS Program was expanded and rebranded. A new logo was designed, registration online, creation of an e-newsletter and evaluated and developed more efficient ways of communication.
- Dauphin County Cultural Diversity Essay Contest – composed letters and certificates, created individual biographies for each winner and coordinated the participants’ attendance.
- Meals on Wheels – the goal is to end senior citizen hunger by 2020. The interns organized and delivered meals to senior citizens. It was a very heartwarming service.
- Dauphin County Employee Pin Ceremony – created the pronunciation guide, counted and assembled pins and certificates and reviewed program.
- Antlerless Deer License Processing – processed, organized licenses. The first week resulted in the processing of 1,700 more licenses than last year.
• Writing assignments – prepared proclamations, certificates, press releases and talking points.

The Interns again thanked each of the Commissioners and Laura Evans for providing them with this great opportunity.

Mr. Haste stated that the Interns were always working on a project and was glad that they used this opportunity wisely to learn about County government.

Ms. Creason thanked the Interns for their assistance with the antlerless license processing. A little over 1,700 applications were processed during the first week. This is the first year that the interns used the computers. They were very job-minded and she hopes they benefited from this experience.

Mr. Hartwick stated that the Interns were very focused on their projects. They came prepared to work and it showed with the tasks that were accomplished. Congratulations!

Mr. Pries echoed Commissioners Haste and Hartwick’s comments. The Interns did a fantastic job. They got everything done in a timely manner. After graduation he hopes they live and work in Dauphin County. Laura did a great job with the hiring of these Interns.

Mr. Haste stated that the hunters in Dauphin County are very grateful for the job that you did in the Treasurer’s Office. This is a competitive process and getting Dauphin County’s licenses out right away is very important.

HUMAN RESOURCES

Ms. Lengle asked if there were any questions on the Packet. There was none. The Packet will be considered at next week’s Legislative Meeting.

PURCHASE ORDERS

Mr. Baratucci indicated that the Purchase Order Packet is small and asked if there were any questions. There was none. The Purchase Order Packet will be considered at next week’s Legislative Meeting.

TRAINING PACKET

The Training Packet will be considered at next week’s Legislative Meeting.

ITEMS FOR DISCUSSION

There was none.
SOLICITOR’S REPORT

Mr. Curcillo indicated that the 20 items are under review and should be ready for consideration at next week’s Legislative Meeting.

CHIEF CLERK’S REPORT

Ms. Evans reported that this summer a total of 10 mosquito samples, collected by Dauphin County’s West Nile Virus Control Program, tested positive for West Nile Virus. The West Nile Virus Control Program has conducted several sprays this summer to reduce the mosquito population and will continue to monitor conditions to determine if more treatments are needed.

Mr. Haste indicated that Eric Naguski does an excellent job with the West Nile Virus Control Program.

COMMISSIONERS’ COMMENTS

Mr. Pries congratulated Mr. Haste and his wife for winning the Pennsylvania Athletic League’s “Dancing with the Stars” contest. He had some tough competition.

Mr. Haste stated that it was a lot of fun and it was for a great cause.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

There being no further business, it was moved by Mr. Pries and seconded by Mr. Hartwick that the Board adjourn.

Transcribed by: Richie-Ann Martz