DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

SEPTEMBER 27, 2017
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Fred Lighty, Esq., Solicitor’s Office; Kay Lengle, Human Resources; Cheryl Dondero, Director of Drug & Alcohol; Amy Harinath, Press Secretary; Donna Miller, Commissioners' Office; Melissa Bradley, Human Resources; J. Scott Burford, Deputy Chief Clerk; Nick Chimienti, Sheriff; Shelby Nestler, Drug & Alcohol; Steve Libhart, Director of EMA; Catharine Kilgore, District Attorney’s Office; Randie Yeager, Director of Human Services; James Zugay, Recorder of Deeds; Adriana Vukmanic, Solicitor’s Office; Vince Paese, Controller’s Office; Brian Hamm, IT; Nitarah Satyamurthy, Drug & Alcohol; John Sponeybarger, Drug & Alcohol; Susan Irvine, Drug & Alcohol; Joan Novosel, Drug & Alcohol; Darlene Kvaternik, Drug & Alcohol; Ashley Straub, Drug & Alcohol; Darwin Beale, Drug & Alcohol; Sherry Clouser, Drug & Alcohol; Dionne Baylor, Drug & Alcohol; Steven White, Drug & Alcohol; Tynesha Robinson, Drug & Alcohol; Ana Gutierrez, Drug & Alcohol; Renee Burchfield, Drug & Alcohol; Tammy Fritz, Drug & Alcohol; Ruby Doub, Commissioners' Office; Melody Osborn, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Stephen Hetrick

MINUTES
CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:06 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 three sets of Meeting Minutes that will be considered at next week’s Legislative Meeting.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford reported that an Executive Session was held on Friday, September 22, 2017 to discuss litigation.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Stephen Hetrick
   1. Fund Recommendations and New Investment Policy

Mr. Hetrick reported that he works closely with the Volunteer Employee Benefits Committee and on August 23, 2017 they voted to bring the recommendations to the Board of Commissioners for review/approval. Those recommendations are:

A. Dauphin County, PA Deferred Compensation Plan:
   1. Remove the Fidelity Inflation Protected Bond Fund (FINPX) from the Dauphin County, PA Deferred Compensation Plan's investment line-up and replace it with the Eaton Vance Short Duration Real Return Fund I (EIRRX).
   2. Add the Global/International Real Estate Category to the Dauphin County, PA Deferred Compensation Plan's Fund line-up.
   3. Add the Third Avenue Real Estate Value Fund Inv (TVRVX) as the global real estate investment option for inclusion in the Dauphin County, PA Deferred Compensation Plan’s models and for participants to select as an investment option in their portfolios.
   4. Rebalance the Dauphin County, PA Deferred Compensation Plan’s DC Conservative through Aggressive Models to their new allocations that include the
Third Avenue Real Estate Value Fund and the quarterly optimization process outlined in the model’s investment policy guidelines.

5. Approve the updated investment policy statement for the Dauphin County, PA Deferred Compensation Plan and the investment policy guidelines for the tactical and asset allocation models.

The Commissioners are proud of the due diligence that is done by Mr. Hetrick and the members of the VEBC.

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

B. Cheryl Dondero, Director of Drug & Alcohol

1. Efforts to Address the Overdose Crisis
2. Recognition of Staff

Mr. Pries thanked Commissioner Hartwick for a great job that he does with human services.

Mr. Hartwick thanked the employees of Drug and Alcohol for a job well done. They have gone through a change in leadership and are going through probably one of the biggest public health epidemics. The employees are there to assist clients and their family members in getting the help that is needed. The employees are not just dedicated in the services provided, they are also dedicated to community service. The way the employees provide services and adapt is phenomenal.

Ms. Dondero noted that she has been the Director for almost two years. Ms. Dondero provided a brief description of the different units and areas within the Department.

The Commissioners recognized the following employees: Sherry Clouser, Renee Burchfield, John Sponeybarger, Nitarah Satyamurthy, Dionne Baylor, Shelby Nestler, Joan Novosel, Ana Gutierrez, Ashley Snyder, Darwin Beale, Jack Sellers (not in attendance), Mark Schoffstall (not in attendance), Rob Standland, Steven White, Tynesha Robinson, Susan Irvine, Tammy Fritz

(Appplause was given and pictures were taken.)

**HUMAN RESOURCES**

Ms. Lengle asked if there were any questions on the Salary Board Packet and/or the Personnel Packet. There was none.

The Salary Board Packet and the Personnel Packet will be considered at next week’s Legislative Meeting.
PURCHASE ORDERS

Mr. Baratucci reported that there are a few budget adjustments that will need to be made. There were no questions.

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

TRAINING PACKET

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Item #7 of the Training Packet.

Question: Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

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

ITEMS FOR DISCUSSION

A. Resolution #22-2017 – Authorizing Jeff Haste and Chad Saylor to execute any agreements, supplemental agreements or amendments from the State regarding the Greenbelt Safety Improvements Project (Agreement #08A272) contingent upon review by the Solicitor’s Office and approval by the Dauphin County Board of Commissioners. (A Vote is Requested 9/27/17)

B. Letter of Amendment to Agreement #08A272 between Dauphin County and PA Department of Transportation amending the terms by increasing the costs for construction inspection from $1,095,000 to $2,461,263. (A Vote is Requested 9/27/17)

C. Time Extension for Part III (Construction Administration) and Part IV (Construction Inspection) of Engineering Agreement No. 089608-C, Duke Street Bridge Project, MPMS#18900 from September 30, 2017 to December 31, 2017. (A Vote is Requested 9/27/17)

D. Ratification of Contingency Engagement Agreement with Young Ricchiuti Caldwell & Heller LLC and Simmons Hanley Conroy LLC to investigate causes of action and pursue interests of Dauphin County with respect to the opioid litigation against opioid manufacturers, distributors and sellers. (A Vote is Requested 9/27/17)

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A, B, C and D listed above under Items for Discussion.

Discussion: Mr. Hartwick noted that there are no tax dollars being used to pursue the litigation against the opioid manufacturers, distributors and sellers.

Question: Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo had no additional report. There were no questions asked.
CHIEF CLERK’S REPORT – CHAD SAYLOR

Mr. Saylor discussed the fire detection system and the fact that they are past their life expectancy. There are numerous problems with the system. He is asking the Board to commit a portion of the gaming dollars to upgrade Security for another three years. This would be for a fire detection system in the Administration Building, Courthouse, Veterans Building and Human Services Building. A proposal for this service will be listed for consideration at next week’s Legislative Meeting.

COMMISSIONERS’ COMMENTS

There was none.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz