DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

OCTOBER 17, 2018
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; Mike Yohe, Director of Budget & Finance; Fred Lighty, Esq., Solicitor’s Office; J. Scott Burford, Deputy Chief Clerk; Laura Cullison, Controller’s Office; Brad Winnick, Chief Public Defender; Amy Harinath, Press Secretary; Jennifer Simpson, Court Administration; Steve Libhart, Director of Public Safety; Tom Guenther, Director of IT; Donna Miller, Commissioners’ Office; DiAndra Pena, Human Resources; J. Kiss, Public Safety; Adriana Vukmanic, Solicitor’s Office; Ruby Doub, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Cindy Haines, Melissa Nicholson, Sharia Benn, Clark Nicholson, Frank Henley and Aneesa Neibauer

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:11 a.m.
MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the September 26, 2018 Workshop Meeting Minutes and the October 3, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the October 3, 2018 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held this morning to discuss personnel.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Melissa Nicholson, Executive Director, Gamut Theatre
   Sharia Benn, Managing Director, Sankofa African American Theatre
   Clark Nicholson, Artistic Director, Gamut Theatre
   Frank Henley, Artistic Director, Narcisse Theatre
   Aneesa Neibauer, Resident Theatre Manager, Gamut Theatre

1. Dauphin County’s Black History Celebration Proposal

Ms. Nicholson, Executive Director of Gamut Theatre, presented a sponsorship proposal to the Commissioners for Black History Celebration 2019 – Voices of F.E.W. – the Life and Times of Frances Ellen Watkins-Harper. The Theatre would invite all the students of Dauphin County to attend the play for free. She introduced the following: Sharia Benn, Managing Director, Sankofa African American Theatre Company; Clark Nicholson, Artistic Director of Gamut Theatre; Frank Henley, Artistic Director, Narcisse Theatre and Aneesa Neibauer, Resident Theatre Manager, Gamut Theatre.

Ms. Benn is co-founder of Sankofa African American Theatre Company. She originally produced Voices of F.E.W. in April 2018 as a “one time only” performance. She also stars in the play and utilizes professional performer and designer talent from the Central
PA area. Sankofa and Gamut will revamp the show and enhance the story. All Dauphin County High Schools will be invited to attend one of four student matinees.

Mr. Nicholson named Gamut Theatre. This is an important step on Gamut’s mission. He recited a quote “Do not pity the past for what it did not know, pity yourself for what you have forgotten.” This story is amazing and one that a lot of people didn’t know about. It is important to do this story and to partner with Sankofa and Narcisse Theatres.

Mr. Henley was brought on to direct this show. In the 2019 revamp of the show, the story will be enhanced by making script edits and improvements. Professional local actors will be employed. Frances Ellen Watkins-Harper was a phenomenal woman. Not many people knew who she was or what she did. This will provide students with an opportunity to see the play and hear what this woman went through.

Ms. Neibauer is the Resident Theatre Manager of Gamut Theatre. Her job is to coordinate all the reservations. Gamut has a history of working with all schools. She has a system in place to reach out to these students. Should the Commissioners decide to sponsor, she would invite all the high school students.

Ms. Nicholson noted that all three theatres are based in Dauphin County. They are asking for a sponsorship from Dauphin County in the amount of $10,430, which will be used to subsidize the public forum – student matinees are free of charge.

Mr. Hartwick thanked them for bringing this to the Board’s attention and telling the story of lesser known females. He was not aware of this story. He supports this endeavor and is looking forward to the revamp.

Ms. Benn noted that the Sankofa African American Theatre Company was incorporated June of 2017 and is currently co-producing For Colored Girls Who Have Considered Suicide When the Rainbow is Enuf. It was written in the 1970’s. It is a series of poems that deal with the experiences of African American women; but has universal application. It has already received a lot of positive reception.

Mr. Pries noted that this is an excellent opportunity for the future of our nation. He never heard of Frances Watkins-Harper. All the students will have a chance to learn about one person, it will be in their heads forever.

Ms. Benn mentioned that the Sankofa is an Akan (Ghana) word that means, “We must go back and reclaim our past, so we can move forward”. Sankofa’s mission is to engage and enrich the Harrisburg region around African American perspective on relevant issues.

Mr. Haste indicated that he fully supports this idea. He likes the idea of adding additional shows and the fact that they use Dauphin County talent. He had a challenge to the theatres. There are a lot of stories here that need to be told. There is Camp
Curtin, Ephraim Slaughter, Jacob Compton and 8th Ward. These are stories that need to be told not just to African Americans, but for every ethnic background.

Ms. Benn was in agreement. The area has a rich history and she would love to work on this project.

Mr. Hartwick also indicated that Steelton has some history as well.

The Board indicated their support of Gamut Theatre’s sponsorship in the amount of $10,430.

B. Cindy Haines of Post & Schell, P.C.
   1. HIPAA Presentation

Mr. Saylor introduced Cindy Haines of Post & Schell. The County has sensitive information and it doesn’t think about it until tragedy hits. Ms. Haines reviewed the policies and has made recommendations.

Ms. Haines was honored to have worked with the County and its various offices on this assessment. The assessment was a comprehensive review of Dauphin County’s programs including: Human Resources, Human Services (including Area Agency on Aging, Children & Youth, Drug & Alcohol, Block Grant Planning & Advisory Committee, Procurement Functions, Human Services Director’s Office, MH/ID, prescription drug and dental programs and IT). Post & Schell conducted in-person interviews with management and staff members regarding common privacy and security related practices, reviewed some of Dauphin County’s contracts and agreements; and reviewed Dauphin County’s HIPAA Privacy and Security training materials currently used by the Agency to determine if there are gaps between training content and HIPAA Privacy and security standards or state privacy and security statutes.

In conclusion, Dauphin County adequately secures and maintains the privacy of their data and information in accordance with federal and state requirements and guidance. While Dauphin County is in substantial compliance, Post & Schell found areas where increased controls over data and information and improved training could reduce the risk of unauthorized access or disclosures of data as well as the disruption of operations. Dauphin County concurs with the recommendations and has taken, or plans to take, steps to implement these recommendations.

Mr. Saylor raised the question of information being shared between human services departments.

Ms. Haines noted that the sharing of information among the human services departments is currently being looked at through the Deloitte contract.

No questions were asked.
**SALARY BOARD**

A complete set of Salary Board Meeting Minutes are on file in the Commissioners' Office.

**HUMAN RESOURCES**

Ms. Pena indicated that there were no changes. No questions were asked.

*It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet.*

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

**PURCHASE ORDERS**

Mr. Baratucci reported that there were no changes.

*It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet.*

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

**BUDGET & FINANCE DIRECTOR – MIKE YOHE**

Mr. Yohe provided the following Report:

*Report from the Office of Budget & Finance*

*October 16, 2018*

- **October 5, 2018** transferred $2,387,382.81 to the Payables account from the County’s Concentration account for checks issued that week.

- **October 12, 2018** transferred $6,543,510.04 to the Payables account and $1,950,217.51 to the Payroll account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** $137,186.05

- **Debt Service Payments since last report:** $0.00

- **Term Investments**
  - 4/19/18 - $10,000,000.00 26-week CDARS CD – Customers Bank – 2.400% - matures 10/18/18
- Balance today in PA INVEST: $1,418.55 rate 2.183%
- Balance today in First National Bank: $103,638.25 rate 1.410%
- Balance today in S&T Bank Money Market: $1,097,284.63 rate 1.870%
- Balance today in Santander Bank: $1,091,115.82 rate 1.740%
- Balance today in Customers Bank: $25,652,460.85 rate 2.400%
- Balance today in Customers Bank: $12,004,808.85 rate 2.250%
- Balance today in PLGIT Prime: $41,745,776.52 rate 2.230%
- Balance today in Riverview Bank: $3,579,958.35 rate 2.130%


Mr. Haste questioned the budget process.

Mr. Yohe indicated that he has met with everyone. He is working on putting a document together for the public hearings in November.

**CHIEF CLERK/CHIEF OF STAFF’S REPORT – CHAD SAYLOR**

Mr. Saylor reported that he met with Amy Harinath, Randie Yeager, Bonnie Kent and the Tri-County Community Action Commission to discuss the Northern Dauphin Transportation Program. They will attend an upcoming Commissioners’ Meeting to provide an update. A decision needs to be made on the wording that goes on the van. No questions were asked.

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

Mr. Curcillo reported that he has nothing to add. Everything on the agenda that was reviewed by the Solicitor’s Office is ready for approval. No questions were asked.

**MATTERS REQUIRING BOARD ACTION**

A. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Common Sense Adoption Services, Inc.
   2. Sound Community Solutions, Inc.
   3. TrueCore Behavioral Solutions, LLC

B. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Families United Network.

C. Adoption Assistance Agreement #2018-68.
D. Subsidized Legal Custodianship Agreement #2018-05.
E. Amendment #2 to Purchase of Service Agreement between Dauphin County (MH/ID) and CMU.
F. VHH Media Images Licensing Agreement between Dauphin County and Visit Hershey & Harrisburg for photos to be used by the Controller’s Office for financial reports.
H. Change Order #06B – Perrotto Builders, Ltd. – adding $2,414.55 to remove exposed rusted/deteriorated electrical conduit from the underside of parking garage level B decks to complete concrete restoration.
I. Change Order #1 – G.R. Sponaugle – deducting $6,542.06 for the deletion of work associated with AHU-1 from original contract.
J. Budget Amendments for the quarter ending September 30, 2018.
K. Subrecipient Agreement between Dauphin County and Tri-County HDC, Ltd. for Dauphin County Infill Program/Adams Street Redevelopment – CDGB - $59,870.00.
L. Partial Refund of 2018 Real Estate Taxes – Parcel #43-041-012 (3201 Fishing Creek Valley Road) – Jerry Aldridge - $959.55.
M. Services Agreement between Dauphin County and Conrad Siegel to prepare the 2019 actuarial valuation for the Dauphin County Post-Employment Benefit Plan.
N. Proposal from Latshaw Inc. to remove the old 110 K BTU Gas Furnace and condensing unit and install a new RUUD 110K BTU 93% gas furnace with a 3 phase 5-ton condensing unit - $12,879.
O. Agreement between Dauphin County and Engl-Hambrigt & Davies, Inc. for the provision of support for the County’s self-insured workers’ compensation program.
P. Memorandum of Understanding between Dauphin County and United Way of the Capital Region, Inc. for the Capital Region Health Task Force.
Q. Appointment of Robert Stout and SSgt. Dana Pyles to the Dauphin County Local Emergency Planning Committee.
R. Training Packet.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items A through R listed above under Matters Requiring Board Action.

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

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Haste noted that the Retirement Board will convene at 10:55 a.m. He also noted that there is a Prison Board Meeting this afternoon at 1:30 p.m.

CORRESPONDENCE

The following correspondence was received in the Commissioners’ Office and will be handled by the staff appropriately.

A. Notification from the PA Department of Environmental Protection requesting comments regarding a Water Allocation application from the Halifax Area Water and Sewer Authority. The Authority is requesting to withdraw water from a series of five (5) springs known collectively as Peters Mountain Springs in Halifax Township.

B. Notification from Act One & Associates advising that Triple Crown Corp. is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a land development plan to develop townhouses, sidewalks, and parking.

C. Notification from T&M Associates advising that Hershey RV Park and Lodging, LLC is applying to DEP for a NPDES Permit for the replacement of an existing 48,000 GPD package sewage treatment plant with a new 48,000 GPD package sewage treatment plant.

D. Notification from Pennsylvania American Water advising that they are applying to DEP for a Subsidiary Water Allocation Permit to use treated water from the City of Lebanon Authority.

E. Notification from James A. Cieri, P.E. advising that GSP Management Co., owner of Pine Manor Mobile Home Park, is applying to DEP for a Minor Permit Amendment of Public Water Supply Permit #7220029 to install additional water storage facility at wellhouse EP100.

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; motion carried.

Transcribed by: Richie-Ann Martz