

~ Minutes ~

POTTER COUNTY COMMISSIONERS MEETING

August 29, 2019

CALL TO ORDER Commissioner Morley called the meeting to order at 11:02 a.m.

MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE

ROLL CALL Commissioner Susan Kefover, Commissioner Paul Heimel, Commissioner Doug Morley, Chief Clerk Kathleen Majot, Recording Secretary Danielle Gietler, all present.

PUBLIC COMMENT

MINUTES – August 15, 2019~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

NEW BUSINESS

Notice of Intent to Adopt an Ordinance related to intergovernmental cooperation agreement to authorize a single primary contractor for behavioral health managed care. ~ **Action**~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Glenda Ruch from SEDA-COG attended the meeting through a telephone connection to share her assessment of projects submitted for potential funding through the county's 2019 Community Development Block Grant. She provided an assessment of eligible projects in Ulysses Borough, Galeton Borough and Shinglehouse Borough. Ms. Ruch recommended that the Board of Commissioners support the application submitted by Galeton Borough Authority for \$182,560 to support Phase 2 of a major wastewater treatment plant improvement project. She further advised that the Ulysses and Shinglehouse projects could be deferred and considered for the county's 2020 CDBG Funding. ~**Action**~ Comm. Kefover moved to accept the recommendation. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

A bid was received from Wayne Paving & Contracting for paving, as well as drainage and surfacing work, in the parking are of the Potter County Education Center on Water Street in Coudersport, in the amount of \$1,900. Funds will come from a grant obtained by the county through the Pa. Counties Workers Compensation Trust. ~ **Action**~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

CONTRACTS AND AGREEMENTS

PCHS CONTRACTS AND AGREEMENTS

18/19

19/20

■ **Children & Youth – 07/01/19 to 06/30/2020**

Adelphoi Village Inc. - Shelter/Residential Placement with Treatment Services

Residential Services	Male Female	Prior Cost	Current Cost
Intensive Supervision – Alliance	Female	\$254.67	\$271.20
Intensive Supervision MH Focus – Colony, Marker, and Susans	Female	\$297.42	\$310.34
Intensive Supervision – Anchor, Greystone, Sweeney	Male	\$251.32	\$260.96
Enhanced Supervision – Manor	Male	\$295.68	\$312.80
Substance Abuse – Margaret	Male	\$258.61	\$267.63
Sexual Offenses – Benet, Loyalhanna, Raphael, and Williams	Male	\$239.97	\$248.98
Sexual Offenses MH Focus – Vincent	Male	\$297.42	\$310.34
Sexual Offenses LaSa Quik (Eastern Region)	Male	\$297.42	\$304.30
Shelter – (F) Alliance, Colony, Marker, Susans / (M) Anchor, Benet, Greystone, Loyalhanna, Mon Run, Raphael, Sweeney, Vincent, Williams	Female/ Male	\$236.61	\$248.42
Secure – Sexual Offenses – Middle Creek I	Male	\$376.98	\$395.43
Secure – (F) Middle Creek II / (M) Middle Creek III and Manor	Female/ Male	\$335.60	\$346.85

Specialized Independent Living – Hilltop and Saxman	Male	\$216.22	\$227.23
Transitional Living – Williams	Male	\$197.10	\$208.49

Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Bethesda Children's Home - Dependent/Delinquent – Emergency Shelter, Group Home Placement Program, Foster Care and Transitional Living Program

	Prior Cost	Current Cost
Morris Road and Walnut Corners Group Home	\$177.75	\$204.41/diem
Unit A ISU; Unit B ISU; Claney ISU	\$197.90	\$227.59/diem
Unit A ISU – Shelter; Unit B ISU – Shelter; Claney ISU – Shelter; Unit C – Shelter	\$181.15	\$217.38/diem
Shelter w/additional Diagnostic	\$ 36.21	\$ 45.00/diem
Unit C – Baby Only	\$ 41.14	\$ 82.28/diem
Unit C – Mother/Expectant Mother	\$258.47	\$297.24/diem
Unit C – Mother and Baby	\$299.64	\$379.52/diem
Transitional Living	\$137.46	\$151.21/diem
Foster Care Age 0-12 Non-Case Management over 30 miles from main campus	N/A	\$ 47.87/diem
Foster Care Age 13-21 Non-Case Management over 30 miles from main campus	N/A	\$ 57.11/diem
Foster Care Age 0-12 Therapeutic over 30 miles from main campus	\$ 68.10	\$ 68.89/diem
Foster Care Age 13-21 Therapeutic over 30 miles from main campus	\$ 68.10	\$ 73.89/diem
Foster Care Age 0-12 Case Management over 30 miles from main campus	N/A	\$121.67/diem
Foster Care Age 13-21 Case Management over 30 miles from main campus	N/A	\$126.67/diem

~**Action**~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Diakon Child, Family & Community Ministries - Foster Care Services, Adoption/SWAN Services, Youth Services, Family Based Programs, Family Life Services (Specialized in-home Services)

FOSTER CARE SERVICES	Prior Cost	Current Cost
Traditional Foster Care Level I (foster care, kinship, foster/adoption)	\$59.28	No Change
Specialized Foster Care Level II (foster care, kinship, foster/adoption)	\$77.93	No Change
Treatment Foster Care Level III (foster care, kinship, foster/adoption)	\$94.72	No Change
Medically Fragile Foster Care Level I (foster care, kinship, foster/adoption)	\$77.16	No Change
Medically Fragile Foster Care Level II (foster care, kinship, foster/adoption)	\$69.86	No Change
Medically Fragile Foster Care Level III (foster care, kinship, foster/adoption)	\$60.14	No Change
Medically Fragile Foster Care Level IV (foster care, kinship, foster/adoption)	\$46.26	No Change
Steps to Independence – Teen Care	N/A	\$100.23/diem
Supervised Visitation – as county-approved and specified	\$37.00 /hr.	No Change
Transportation – as county-approved and specified	\$30.00 / hr.	No Change
Mileage – as county-approved and specified	Prevailing Fed Rate	Prevailing Fed/Rate
Casework Counseling – as county-approved and specified	\$52.00 /hr.	No Change
Family Finding – as county-approved and specified	\$1,000/ 2 mo.	No Change
ADOPTION/SWAN SERVICES		
Child Profile	\$1,700 / unit	\$1,900/ unit
Child Specific Recruitment	\$1,600 / 6 mo. unit	\$1,850/6 mo unit

Family Profile	\$2,600 /unit	\$2,800.00/unit
Child Preparation	\$2,500 /unit	\$2,600.00/unit
Placement	\$3,000 / unit	\$2,700.00/unit
Finalization	\$2,600 / unit	\$3,200.00/unit

~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

KidsPeace - Dependent/Delinquent Residential Placement Services/Diagnostic/Foster Care/Private Education/Personal Care Cost

	Prior Cost	Current Cost
Residential Services		
Residential Care	\$339.74/diem	\$346.53/diem
Diagnostic	\$339.74/diem	\$346.53/diem
Clinical Shelter	\$339.74/diem	\$346.53/diem
One-on-One Care	\$35.00/hr.	No Change
Foster Care Services		
Regular Family Care	\$57.42/diem	\$58.56/diem
Intake Services (60 day max)	\$92.31/diem	\$94.16/diem
Specialized	\$96.98/diem	\$98.92/diem
Intensive	\$108.15/diem	\$110.31/diem
Mom and Baby Care	\$118.12/diem	\$120.48/diem
Aftercare	\$51.80/hr.	\$52.83/hour
Transportation to Home School District for education	\$0.54/mi.	No Change
Private Education Elementary & Secondary Levels	\$176.52/diem	No Change
Personal Care Cost MA Funded children only	\$3.00/diem	No Change

~Action~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

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Foster Care Services		
Therapeutic Foster Care R&B	New Contract	\$ 29.29
Therapeutic Foster Care R&B+Treatment		\$157.04
Therapeutic Foster Care with infant		\$ 72.20
Respite		\$ 96.80
Emergency Respite		\$125.70
Foster Care Plus		\$ 91.00
Foster Care-Infant Add on only		\$ 91.00
Enhanced Foster Care		\$120.21
Foster Care with Infant		\$132.91
Enhanced Kinship Approval & Support		\$100.00

~Action~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Pathways Adolescent Center - Dependent/Delinquent – Emergency Shelter, Residential

Placement Program and Transitional Living		
Pathways Adol. Ctr. (2 facilities)	\$150.00	No Change
New Beginnings	\$155.00	No Change
Transitional Living #2 & #3	\$145.00	No Change
NB Transitional Living	\$185.00	No Change

~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Pentz Run Youth Services, Inc. - Delinquent/Dependent Placement Group Home, Emergency

Care, Transitional Living Program		
Group/Shelter	\$147.90/diem	No Change
Transitional Living	\$113.35/diem	No Change
Out-of-Area Transportation	\$00.55/mi.	No Change
Fee for Service – per event	\$ 73.95	No Change
After Care/Mobile Case Management Program:		
At Pentz Run Youth Services	\$ 40.00/hr.	No Change
In Home	\$ 50.00/hr.	No Change

~Action~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Summit School, Inc. - Dependent/Delinquent Male Residential Placement, D&A Female, Shelter Program Female

Male Residential	\$217.98	\$162.48
D&A Male	\$275.80	\$228.38
Shelter Program – Male	\$278.46	\$289.63

~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

The Academy - Dependent/Delinquent Female Residential Placement, D&A Female, Shelter Program Female

Female Residential	\$217.98	\$226.72
D&A Female	\$275.80	\$286.76
Shelter Program – Female	\$278.46	\$289.63

~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

■ **Coordinated Services – 07/01/19 to 06/30/2020**

Health Ride Plus

Transportation	\$2.15/ld. mi.	No Charge
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~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

■ **Early Intervention – 07/01/19 to 06/30/2020**

The Guidance Center

Evaluation Occupation Therapy	\$36.76/15 min.	\$32.71/15 min.
Occupation Therapy	\$31.76/15 min.	\$32.71/15 min.
IFSP Teaming Occupational Therapy	\$31.76 15 min.	\$32.71/15 min.

Evaluation Speech Pathology	\$229.90/eval.	\$236.80/eval.
Speech Pathology	\$ 31.76/15 min.	\$32.71/15 min.
IFSP Teaming Speech Pathology	N/A	\$32.71/15min.

Evaluation Special Instruction	\$ 27.99/15 min.	\$28.83/15 min.
Special Instruction	\$ 27.99/15 min.	\$28.83/15 min.
IFSP Teaming Special Instruction	\$ 27.99/15 min.	\$28.83/15 min.
Special Instruction-Behavioral	\$ 27.99/15 min.	\$28.83/15 min.
IFSP Team Special Instruction Behavioral		\$28.83/15 min.

~Action~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

TRAINING REQUESTS

--Glenn Dunn/Dean Predmore – DES Office – Quarterly Training, State College, Pa. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

--Julie Logue (911 Program) and Will Hunt (GIS/Planning) – Pa. Keystone Chapter Annual NENA Conference, State College, Pa. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Angela Milford and Glenn Drake II – PC Jail – PCCA Fall Conference, Harrisburg. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Angela Milford and Glenn Drake II – PC Jail – Pa Prison Wardens Association Fall Conference & Training Symposium, Williamsport, Pa. ~Action~ Comm. Kefover moved to approve. Comm. Heimel seconded. Heimel yes; Kefover yes; Morley yes.

--Thomas Patterson – Children/Youth – Western Region Meeting, Grove City. ~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

--Thomas Patterson – Children/Youth – 2019 PCYA Quarterly Training, Mars, Pa. ~Action~ Comm. Kefover moved. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

--Teresa Ostrom – Children/Youth – Module 9: Charting the Course, Wellsboro. ~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

PERSONNEL

Sheriff Glenn Drake received a resignation from Jamie Minderler as part-time Potter County Courthouse Security Guard, effective August 20, 2019. ~Action~ Comm. Heibel moved to acknowledge. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

Warden Glenn Drake has hired Jedidiah Horne as a part-time Corrections Officer at the Potter County Jail, effective August 26, 2019. ~Action~ Comm. Kefover moved to acknowledge. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

Request for transfer of Heather Morey, PCHS Children and Youth, Aging Care Manager 2 to fill vacancy, effective September 3, 2019. ~Action~ Comm. Kefover moved to approve. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

John Rotello, PCHS Van Driver, has resigned effective August 14, 2019. ~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

CHIEF CLERK REPORT

Applications received for 2019 Liquid Fuel tax funds from Sweden Township, \$2,650.28; Wharton Township, \$820.29; and Harrison Township, \$4,867.09
~Action~ Comm. Heibel moved to approve. Comm. Kefover seconded. Heibel yes; Kefover yes; Morley yes.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

COMMISSIONERS' REPORTS

Commissioner Kefover reported on a meeting she attended with legislators and key officials from the region and Secretary of Human Services Teresa Miller to discuss the importance of Warren State Hospital for the Northwest Region, the Forensic Unit, Polk closure and travel time to Torrence, among other challenges to providing mental health services. Closure of the State Hospital is shifting the burden of responsibility from the Commonwealth to the counties, who have little resources to service the individuals.

Commissioner Heibel announced that he has accepted appointment to committees for the National Assn. of Counties, including a seat on the influential Rural Action Caucus. He said many of the caucus's goals for federal government lobbying and other advocacy are aligned with the priorities that have been ranked the highest in the Northern Pennsylvania Tri-County (Potter, Cameron and McKean) Comprehensive Plan, which is nearing completion.

BILLS

Potter County Human Services Fiscal Summary

PAYROLL CHECKS – N/A	
PAYROLL AUTOMATIC DEPOSITS	51,764.53
PAYROLL TAX TRANSFERS (EFTPS)	17,653.50
STATE TAX WITHHOLDINGS (ETIDES)	2,327.90
ACCOUNTS PAYABLE CHECKS – Check # 65593-65735 (8/29/19)	232,976.74
Total Checks Written	304,722.67

~Action~ Comm. Kefover moved. Comm. Heibel seconded. Kefover yes; Heibel yes; Morley yes.

Potter County First of the Month – 09/02/2019

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	General Fund	130723-130734			\$567,05.47
10	General Fund – A/P Manual Checks	999135			\$35.00
16	911 Fund	2895-2896			\$4,421.15

~Action~ Comm. Heimel moved to approve. Comm. Kefover seconded. Heimel yes; Kefover yes; Morley yes.

Potter County Fiscal Summary – 08/30/2019

<i>Fund #</i>	<i>Fund Description</i>	<i>Check #'s</i>	<i>Voided Check #'s</i>	<i>Voided Check Amt</i>	<i>Total</i>
10	Payroll-Checks	85211-85215			\$1,734.08
10	Payroll-Direct Deposit	9028874-9029001			\$101,021.78
10	General Fund - Accounts Payable	130625-130711			\$17,264.56
10	General Fund – A/P Manual Checks	908301991-908301995			\$142,814.15
11	LEPC	2684-2687			\$2,754.22
15	North Fork Dam	130712-130713			\$3,525.00
16	911 Fund	2888-2894			\$1,366.06
17	Saulter Preserve	130714-130716			\$147.11
32	Specialty Courts	130717-130718			\$210.48
34	V.O.J.O.	130719			\$178.05
35	Victim Services/RASA	130720			\$1,067.95
60	Hotel Excise Tax Fund	130721-130722			\$35,231.04

~Action~ Comm. Kefover moved. Comm. Heimel seconded. Kefover yes; Heimel yes; Morley yes.

NEXT MEETING: September 12, 2019

ADJOURNMENT Commissioner Kefover moved to adjourn. Commissioner Heimel seconded. Kefover yes; Heimel yes; Morley yes.

Prepared by Danielle Gietler


 Potter County Executive Secretary


 Approval Date