



# MINUTES

## Cumberland County Commissioners' Workshop Meeting

October 15, 2020 – 9:00 A.M.  
Commissioners' Hearing Room  
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: [www.ccpa.net](http://www.ccpa.net)

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**Board of Commissioners Present:** Commissioners Gary Eichelberger and Vincent DiFilippo were present.

**Board of Commissioners Present via Zoom:** Commissioner Jean Foschi

**Quorum:** Yes

**Staff Present:** Stacy Snyder, Acting Chief Clerk; Theresa Kissinger, Administrative Technician; Keith Brenneman, Solicitor.

**Department Staff Present:** Samantha Krepps, Communications; Andrew Benner, Juvenile Probation.

**Department Staff via Zoom:** Robin Weigle, Assessments; Holly Sherman, Human Resources; Kirk Stoner, Planning; Annie Strite, MH/IDD; Christine Bowden, Aging and Community Services; Bob Shively, Claudia Garner, Public Safety; Lori Glace, Conservation District; Mark Adams, IMTO

**Outside Agencies Via Zoom:** Chris Rafferty, Cumberland County Housing & Redevelopment.

**Media:** None

**Call to Order:** Acting Chief Clerk, Stacy Snyder called the meeting to order at 9:08 a.m. and led the Pledge of Allegiance to the Flag.

**Public Comment:** None

**Discussion of Program Year 2021 Cumberland County CDBG & HOME Funding Recommendations:** Chris Rafferty discussed they are following program requirements through HUD and they will seek action on the Final Budget on November 2, 2020 Board of Commissioners Meeting.

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**Contracts/Grants:** (Stacy Snyder)

- I. **\* Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:**
    - a. **Drug & Alcohol:**
      - Discovery House CC, LLC
      - Center of Behavioral Health HA, LLC
    - b. **Prison — Operations:**
      - Stanley Convergent Security Solutions, Inc.
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II. \* *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:*

- a. **Aging & Community Services:** (Christine Bowden)
  - East Pennsboro Township Commissioners — Addendum — Operational Expenses — Increase.
  - VNA of Central Pa/West Shore Senior Center — Addendum — Operational Expenses — Increase.
  - Faithful at Home Care, LLC — Personal Care and Home Support.
  - B and D Homecare Services, Inc., d/b/a Home Helpers and Direct Link #58809 — Personal Care and Home Support.
- b. **Conservation District E-Grant:** (Lori Glace)
  - PA DEP Environmental Education — Grant Amount \$2,942.00 — Provide storm water educational kits.
- c. **IMTO:** (Mark Adams)
  - No Wait Inside, LLC — CARES Funding
- d. **Juvenile Probation Grant:** (Andrew Benner)
  - Pennsylvania Juvenile Court Judges' Commission — Grant Amount \$247,125.00 — Development and improvement of probation services for juveniles.
- e. **MH/IDD:** (Annie Strite)  
*Mental Health FY 2020-2021*
  - NHS Stevens Center (MH20-0012) — Increase
- f. **Public Safety E-Grant:** (Claudia Garner)
  - Pennsylvania Emergency Management Agency — FFY 2020 Emergency Management Performance (EMPG) — Grant Amount \$104,561.00
- g. **Recycling and Waste:** (Kirk Stoner)
  - Penn Township — Revenue Contract — Participant would like to have access to equipment from the County

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**Discussion of Assessment Office's to reject all bids for the Tax Bill Printing:** Robin Weigle requested the Commissioners reject the bids for the Tax Bill Printing for 2021. During the reviews of vendors one did not comply with the RFP requirements and another vendor could not successfully meet our tax bill printing needs.

Commissioner Foschi made a motion to reject all bids for the Tax Bill Printing from discussion held today. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Discussion of Tax Claim Bureau — Repository Sale Consent:** Keith Brenneman said the Commissioners were asked to consent to the sale of properties. These are properties that are not sold at the upset tax sale, and judicial sale and come back to the county's repository.

**Discussion and Approval of expanding hours at the Bureau of Elections on Saturday, October 24th from 8:00 am to noon and on Thursday, October 29th from the end of regular business hours at 4:30 pm until 8:00 pm for hand delivery of mail-in and absentee ballots: *Action Requested*** During these extended hours no other voter's services would be provided.

Commissioner DiFilippo made a motion to approve the standing hours of the Cumberland County Bureau of Elections on Saturday, October 24<sup>th</sup> from 8:00 a.m. to noon and on Thursday, October 29<sup>th</sup> from the end of

regular business hours at 4:30 p.m. until 8:00 p.m. for the hand delivery of mail-in and absentee ballots only. Commissioner Foschi seconded the motion and it unanimously carried.

**Discussion and Approval of the Cumberland County Merit Based Hiring System to include the following documents: \*Action Requested** Holly Sherman discussed the Department of Human Services (DHS) letter which serves as approval to terminate the agreement between Cumberland County and the State Civil Service Commission, Office of Administration, and DHS.

- Merit Based Hiring System — Policy & Procedure Manual effective 10/8/2020
- Merit Based Hiring System — Furlough & Layoff Policy effective 10/8/2020
- PA Department of Human Services' approval letter to terminate the existing State Civil Service Agreement effective 10/8/2020

Commissioner Foschi made a motion to approve the following documents regarding to Cumberland County Merit Based Hiring System; Merit Based Hiring System — Policy & Procedure Manual effective 10/8/2020, Merit Based Hiring System — Furlough & Layoff Policy effective 10/8/2020 and the PA Department of Human Services' approval to terminate the existing State Civil Service Agreement effective 10/8/2020. Commissioner DiFilippo seconded the motion and it unanimously carried.

**Discussion and Approval of the appointment of the following individuals to the Cumberland County Merit Based Hiring Alternative Dispute Resolution (ADR) Panel: \*Action Requested** Holly Sherman discussed as part of the Merit Based Hiring System Policy we need an alternative dispute resolution panel which consists of human resource professionals.

- **Megan Ginter, Debra Hargrove and Johnna Ruby** — Appointment Effective Date: October 8, 2020

Commissioner DiFilippo made a motion to approve the appointment of Megan Ginter, Debra Hargrove and Johnna Ruby to Cumberland County Merit Based Hiring Alternative Dispute Resolution Panel effective date October 8, 2020. Commissioner Foschi seconded the motion and it unanimously carried.

### **Commissioners' Liaison Reports:**

#### **Commissioner Eichelberger:**

#### **Cumberland Area Economic Department Corporation:**

The Commissioners received the CARES update at Wednesday's Finance Meeting which continues to occupy most of CAEDC staff and time. There was a Policy Committee Meeting and an Executive Meeting for CAEDC last week. There was discussion about the strategic blue print plan and the delay due to COVID. The core components of the blue print plan, Mission, Vision, Core Values, and the strategic initiative have been finalized with some minor changes. The CAEDC Board of Directors will be voting to approve the strategic plan at the November meeting.

#### **Commissioner Foschi:**

On Tuesday, October 20<sup>th</sup> she plans to speak at the Climate Action Series #1 hosted by South Mountain Partnership. The discussion will be about the changing climate and how it has caused impact on public health, agriculture, tourism and recreation.

#### **Commissioner DiFilippo:**

**Affordable Housing Trust Fund Board:** Met on Tuesday, October 13<sup>th</sup>.

There was an announcement that Ted Herold will be resigning from the Board, he no longer lives in the county. The Board is looking for a replacement.

Townhomes in Factory Square have all been leased and the Carlisle Veterans housing is in the process of leasing and will be fully leased by the end of year. The Safe Harbor project in South Middleton is going well with housing for low income credit families.

**Report of Executive Sessions:** Acting Chief Clerk, Stacy Snyder reported there was an executive session held on October 14, 2020 @ 9:30 a.m. and 2:30 p.m. Re: Personnel

**Other Business:** None

**Adjourn:** There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

Theresa Kissinger  
Administrative Technician