

The Crawford County Board of Commissioners met on Wednesday, June 24, 2020, for a regular meeting, with the following present:

Eric Henry	Chairman
Francis F. Weiderspahn Jr	Commissioner
John Christopher Soff	Commissioner
Kristen Baker	Secretary
Christine Krzysiak	County Treasurer
Keith Button	County Solicitor
Stephanie Franz	CFO
Gail Kelly	Human Services
Greg Beveridge	Public Safety
Tim Brown	IT Director
Heidi Shiderly	Court Admin
Mark Phelan	County Maintenance
Tim Valencic	Judicial Center Maintenance
Kathie Roae	Auditor
Chris Seeley	Auditor
Zach Norwood	Planning
Brittany Johnston	HR
Kathy Fitzsimmons	Assessment
Jack Greenfield	CCCF
Kevin Tommaney	Armstrong
Keith Gushard	Tribune
Doneve Hyde	Public
Kim Kebort	Public
Ellen Aurand	Public
JoAnn Evans	Public
Sydney Herdle	Titusville Herald

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on June 10, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on June 17, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$1,855,792.83 for the period ending June 19, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry announced there were no executive session.

Public Comment:

None

Official Business:

Mr. Soff made a motion to appoint LeRoy Stearns as the Fairboard Director. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the video camera maintenance agreement with The Wilkins Company in the amount of \$2,800.00/annually. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a 250-gas tank and manual pump from R.E. Michael Company in the amount of \$831.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the combination of two 19.5-hour part time Assistant Public Defender Positions into one full time position with an estimated annual savings of nearly \$5,000. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Act 17 Wireless Fee Funds to provide Uniform appeal for DPS Telecommunicators and Administrative staff, in the amount of \$3,999.25 – no cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Act 17 Wireless Fee Funds to provide two Bariatric chairs for use by Telecommunications staff, in the amount of \$5,054.08 – no cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the U&S (A Stark Tech Group Company) for a contract beginning July 1, 2020 through December 31, 2024 to be paid quarterly. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice - The EADS Group - \$ 32,314.19 – this is for FBIP # 20 – Estimate # 3 (Federal Bridge Inspection Program) – this will be paid with Liquid Fuels monies – 80% reimbursed by PennDot. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice from Courthouse Remodeling Project – new Auditor’s Office – \$ 46.09 from Home Depot. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase network switches to replace end of life switches from Dagostino Electronic Services for the amount of \$50,290.50. This is in the 2020 ITS budget. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Meadville Tribune invoice for City of Meadville’s CDBG 1st Public Hearing advertisement in the amount of \$579.00. Reimbursed by City of Meadville’s CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Meadville Tribune invoice for Crawford County’s CDBG 1st Public Hearing, Fair Housing Officer notice, and 504 Officer notice advertisements in the total amount of \$1,046.25 Paid for by County’s CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 1 Hikvision DS-2CD2523G0-IS 2MP compact dome security camera and 1 conduit base from Mobilcom for \$580.00 for the MDJ Vernon Courtroom. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Point Security for armed security services to MDJ offices in Linesville, Titusville and Vernon Twp. effective May 11, 2020 for a cost of

\$26.03/hour through June 21, 2020 and then \$23.61/hour beginning June 22, 2020 through a mutually agreed upon expended period. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition with HORIZON Information Systems, Inc. for software maintenance agreement and end user license agreement. The Agreement runs from 7/1/20 to 6/30/21. Total cost is \$1,943.00. Cost to the county - \$149.02. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – CDW-G, LLC for the purchase of a Latitude 7200 – 2-in-1 Surface computer for Jenn Granat to replace her surface due to an expanding screen. Total cost - \$1,953.32. Cost to the county - \$ 439.67. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. for the purchase of a Latitude 3500 laptop computer for the newly created BCM Forensic Boundary Spanner position. Total cost - \$1,007.19. This is paid with Special MH Forensic grant funds and there is no county match. Cost to the county - \$0. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc for the purchase of 2 Dell Latitude 3500 laptop computers for 2 MH program specialists to replace desktop computers. Total cost - \$1,956.36. Cost to the county - \$104.45. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition –Dell, Inc. for the purchase of a Dell Latitude 3500 Laptop computer for EI supervisor. Total cost - \$978.18. Cost to the county - \$97.82. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. for the purchase of 7 Dell Latitude 3500 laptop computers for fiscal staff replacing desktop computers. Total cost - \$6,847.26. Cost to the county - \$0.00. Paid with accumulated interest funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Hagan Business Machines of Meadville for the purchase of a Toshiba eStudio 5516ACT copier. Total cost - \$8,210.00. Cost to the county - \$1,215.81. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Keymark IMB OnBase Software for the purchase of 5 OnBase licenses, 1 client access license, and a 1 year maintenance agreement. Total cost - \$7,392.00. Cost to the county - \$1,094.67. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the RATIFY Purchase Requisition – Leonard’s Auto Service and Towing – Repairs to 2012 Jeep Cherokee Laredo – rack and Pinion, Power Steering, front wheel bearings. Total cost - \$2,412.76. Cost to the county - \$441.59. Mr. Weiderspahn seconded and the motion carried.

GRANT CONTRACTS - FY 20-21 – HSDF and HAP Grants

Mr. Soff made a motion to approve the following contracts:

- Center for Family Services, Inc. – Housing Case Management – Total cost - \$12,000.00
Cost to the county - \$640.67. This is a \$2,000.00 increase over last year.
- Center for Family Services, Inc. – Rental Assistance – Total Cost - \$73,000.00. Cost to the county - \$3,897.39. This is a \$3,000.00 increase over last year.
- Center for Family Services, Inc. – Food Pantry – Total Cost - \$5,000.00. Cost to the county - \$266.94. This is a \$2,404.00 decrease from last year.
- Crawford Area Transportation Authority – Fixed Route Bus Passes (HAP)– Total cost - \$1,500.00. Cost to the county - \$80.80. This is a \$1,500.00 decrease from last year.
- Crawford Area Transportation Authority – Fixed Route Bus Passes (HSDF) – Total cost - \$3,500.00. Cost to the county - \$186.86. This is a \$500.00 increase over last year.
- Crawford County CASA, Inc. – Court Appointed Special Advocates – Total cost - \$15,000.00. Cost to the county - \$800.83. This is the same cost as last year.
- Crawford County Coalition on Housing Needs, Inc. – Emergency Shelter – Total cost - \$27,000.00. Cost to the county - \$1,441.50. This is a \$1,000.00 decrease from last year.
- Crawford County Coalition on Housing Needs, Inc. – Liberty House Transitional Housing – Total cost - \$9,500.00. Cost to the county - \$507.19. This is a \$400.00 increase from last year.
- Crawford County Drug and Alcohol Executive Commission, Inc. – Student Assistance Program (SAP) prevention Specialist. Total cost - \$16,500.00. Cost to the county - \$880.92. This is a \$1,500.00 increase over last year.
- Crawford County Mental Health Awareness Program - Housing Case Management – Total cost - \$19,000.00. Cost to the county - \$1,014.39. This is the same cost as last year.
- Titusville Regional Literacy Council – GED/Diploma Classes – Total cost - \$18,205.00. Cost to the county - \$854.22. This is a \$2,205.00 decrease from last year.
- Titusville YMCA – Tiny Footsteps (ages 3-5) Pre-school Program – Total cost – \$20,000.00. Cost to the county - \$1,067.78. This is the same cost as last year.
- United Way of the Titusville Region – Center for Financial Independence Program – Total cost - \$8,000.00. Cost to the county - \$427.11. This is a \$2,000.00 increase over last year.
- Women’s Services, Inc. – Child Abuse Awareness Program – Total cost - \$10,000.00. Cost to the county - \$533.89. This is the same cost as last year.
- Women’s Services, Inc. – Women’s Shelter – Total Cost - \$17,500.00. Cost to the county - \$934.31. This is the same cost as last year.
- YWCA of Titusville – Housing Case Management – Total Cost - \$12,500.00. Cost to the county - \$667.36. This is the same cost as last year.

- YWCA Titusville – Rental Assistance – total cost - \$27,500.00. Cost to the county - \$1,468.19. This is a \$2,500.00 increase over last year.
- YWCA Titusville – St. James House Shelter – Total cost - \$12, 500.00. Cost to the county - \$667.36. This is the same cost as las year.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS Contract with Adoption Connection, PA. for the delivery of Foster Care services. This is the same service we contracted for last year at the same rate as last year. Total cost - \$71.05 per day. Cost to the county - \$6.79 per day. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Auberle for the delivery of various levels of foster cares services and Shelter services. We have not contracted with this provider in 2 years for these services but have contracted for these services several years ago. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Bethany Christian Services of Western PA. for the delivery of foster care services. These are the same services we contracted for last year and at the same rates. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO Contract with the Center for Family Services, Inc. for the delivery of In-Home Counseling, Parenting Education, LOC, Homemaker Education, Anger Management, Family Support Alliance and Peer Support Advocacy Program. These are all programs we contracted for in the past. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Child to Family Connections, Inc. for the delivery of foster care services. These are all services we contracted for last year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Community Alternatives, Inc. for the delivery of Mentoring, Homemaker, Parenting, Anger Management, and In-home counseling. These are the same services we contracted for last year and reimbursement requested is the same rate paid last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Cornell Abraxas Group, Inc. for the delivery of Specialized Residential services to include: Habitual Offender/Sex offender (Secure), Fire Setter/Sex Offender (Secure) and Shelter. We also are contracting with them for the delivery of a residential program - STEP (Social Training and Education Program.) This program is for males who have had exposure to or experimented with drugs and alcohol. We contracted with them for these services last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Crossroads Group Homes and Services, Inc. for the delivery of a boy's group home and a girl's group home located in Farrell, PA. They serve children ages 10 to 18. We contracted for these services last

year and reimbursed at the same rates requested this year. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Edmund L. Thomas Adolescent Center for the delivery of secured detention services. This provider is located in Erie, PA. We contracted for this service last year and at the same rate they are requesting this year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Family Pathways for the delivery of foster care services. They are located in Butler, PA. These are the same services at the same rates that were delivered in prior years although we have not contracted with them in the past 2 years. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Hermitage House Youth Services, Inc. for the delivery of Group Home services, Shelter, ADAPT sex offender and aftercare programming, Sexual Assessments, Polygraphs, and Independent Living Services/Moving On program. These are all services we contracted for last year. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Merakey Pennsylvania for the delivery of traditional foster care, therapeutic foster care, and respite foster care. These are the same services we contracted for last year and at the same rates. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with Pathways Adolescent Center, Inc. for group home services, transitional living, and shelter services. These are the same services we contracted for last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 CYS/JPO contract with Perseus House, Inc. for the delivery of shelter services and Andromeda House Intensive Treatment Unit for girls. This provider is located in Erie, PA. These are the same services we contracted for last year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with The Children's Institute of Pittsburgh for the delivery of foster care services. These are the same services we contracted for last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 CYS/JPO contract with White Deer Run, LLC for the delivery of a two-week diagnostic program as well as COVE Prep – a residential program

for males ages 12-20 who have been adjudicated for one or more sexual offenses of have exhibited sexually acting out behaviors or have a history of sexual misconduct. This provider is located in Torrance, PA. These are the same services we contracted for last year and reimbursement is at the same rates as last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 MH/ID/EI contract with Child to Family Connections, Inc. for the delivery of Transitional Living services, Community Participation Support, In-Home and Community Supports and Supports in a Medical Environment. These are the same services we contracted for last year and reimbursement is at the same rates as last year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 MH/ID/EI contract with Crawford County Mental Health Awareness Program, Inc. for the delivery of:

Drop-In Center	\$27.00/hour	\$1.44/hour
Community Education and Outreach	\$21.77/30 min	\$1.16/30 min
Mobile Psych Rehab	\$33.12/30 min	\$1.77/30 min
Site-Based Psych Rehab (Journey Center)	\$43.68/hour	\$2.33/hour
Homeless Support	\$215.03/day	\$11.48/day
PATH Grant	\$5,231.92/month	\$279.33/month
Representative Payee/Money Management (MH)	\$10.48/15 min	\$0.56/15 min
Certified Peer Specialist – Adult	\$32.80/30 min	\$1.75/30 min
Certified peer Specialist – Youth	\$32.80/30 min	\$1.75/30 min
CHIPP Diversionary Shared Housing	\$8.79/15 min	\$0.47/15 min
Warmline	\$1,749.19/mon	\$93.39/month
BRIDGES	\$54,904.50/max	\$2,931.29 max
Transitional Housing	\$34.33/day	\$1.83/day
Companion Services	\$6.33/15 min	\$0.34/15 min
In-Home and Community Supports	\$8.08/15 min	\$0.43/15 min
Representative Payee/Money Management (ID)	\$10.48/15 min	\$0.56/15 min
Support in a Medical environment	\$6.33/15 min	\$0.34/15 min

All reimbursement rates remain the same except for the Drop-In Center and the Warmline. The DIC total increase is \$3,488.00. The Warmline increase is \$595.80. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 MH/ID/EI contract with the ARC of Crawford County for the delivery of:

Drop In Center	\$29,465.00 max	\$1,573.10 max
Dom Care	\$22,436.00 max	\$1,197.83 max
FSS-Per Consumer	\$25,000.00 max	\$1,334.72 max
FSS Admin	\$9,925.00 max	\$529.89 max
Oasis	\$11,026.00 max	\$588.67 max
Rep Payee – ID	\$30.51/hour	\$1.63/hour
Teen camp	\$1,200.00/attendee	\$64.07/attendee

Assistive Technology	Varies per ISP	5.64 %
Administrative Fee	\$25.00/consumer	\$1.33/consumer
Companion Services - ID	\$6.33/15 min	\$0.34/15 min
In-Home and Community Supports	Varies per ISP	5.64%
Support in a Medical Environment	Varies per ISP	5.64%
Family Aide	Varies per ISP	5.64%
Respite	Varies per ISP	5.64%
Companion – MH	\$6.33/15 min	\$0.34/15 min
Respite-MH	\$1,200.00 max	\$64.07 max
Respite – Admin	\$12.67/mon	\$0.68/mon
Respite – Dom care	\$500/person max	\$26.69/person max
Rep Payee-MH	\$30.51/hour	\$1.63/hour
Emergency	\$10,000.00 max	\$533.89/max

All rates are the same as last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 MH/ID/EI contract with Titusville Area Senior Citizens Corporation for the delivery of a mental health Drop-In Center called the Social Connection. This is the same service we contracted for last year and at the same rate. Total cost is \$4,600.00/mon. Cost to the county is \$245.59/mon. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the creation of a Public Safety Consultant, per diem position, effective 6/1/2020, for approximately 90 days. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Election Bags from Fine Print in the amount of \$500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the invoice from Hagan in the amount of \$1,761.69 for the rental of a folding machine and high-speed printer from 4/23/2020 – 6/9/2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification of the payment to Government Software Services for payment of postage for the Notice of Sale mailing in the amount of \$43,267.50. This is a budgeted item and will be charged to each of the parcels that receive mail. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoices for the General Operations in the total amount of \$23,248.05:

- Assured Partners of PA TJS Insurance Group \$3,257.85
- Assured Partners of PA TJS Insurance Group \$19,990.20

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution for COVID-19 County Relief Contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the new hires and transfers list. Mr. Weiderspahn seconded and the motion carried.

There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn seconded and the motion carried.

Eric Henry, Chairman

John Christopher Soff, Commissioner

Francis F. Weiderspahn, Jr., Commissioner