

**Fayette County Commissioners Agenda Meeting
Tuesday September 8, 2015 – 10 a.m.**

- 1. Silent Prayer**
- 2. Pledge of Allegiance**
- 3. Executive Session with Attorney Thomas Pellis**
- 4. Public Comment on Agenda Items:**
- 5. Fayette County Crime Victims' Center of Fayette County:**

Consider placing on the agenda approval of a revised contract between the County of Fayette and the Crime Victims' Center of Fayette County for the Supervised Visitation Center to expire December 31, 2015.

6. Assessment Office:

Consider placing on the agenda advertising a "Request for Proposal" by Fayette County Assessment Office for web site hosting and maintenance for a one year period beginning January 1, 2016 through December 31, 2016 with options to renew on an annual basis thereafter.

Consider placing on the agenda approval of the following for a real estate tax exemption as they have been qualified as a 100% disabled veterans by the Veterans Administration of Pennsylvania.

Jack B. Stoneking, 108 Highhouse St., Smithfield, PA parcel 14-24-0049 effective 2015 school tax only.

Olga R Thorpe 163 Long St Uniontown, PA parcel 14-17-0065 effective 2015 school tax only.

Carl R. Ribnisky 649 Washington Ave, Uniontown, PA parcel 25-58-0121 effective 2015 school tax only.

John T. Fields Jr. 215 Blosser Hill Rd., Point Marion, PA parcel 36-14-0024 effective 2015 school tax only.

Dale C. Hillen 190 Memory Lane, Dunbar, PA parcel 09-10-0048-02 effective 2015 school tax only.

7. Behavioral Health Administration:

Consider placing on the agenda approval of agreements and modifications:

	<u>Contract Value</u>	<u>Period</u>
<u>Professional Services Agreement Modification #1 2014-2015</u>		
Carol Over	\$10,350	7/1/14-6/30/15
<u>Modification Agreements #2 2014-2015</u>		
Laurel House, Inc.	\$697,601	7/1/14-6/30/15

Mental Health Association	\$901,821	7/1/14-6/30/15
<u>Base Contract Agreement 2015-2016</u>		
Chestnut Ridge Counseling Services, Inc.	\$1,800,000	7/1/15-6/30/16
NHS Pennsylvania	\$19,906	7/1/15-6/30/16

Consider placing on the agenda approval to advertise for bids for the lease of four (4) 2016 Ford Fusion or 2016 Chevrolet Malibu sedans (or equivalent model) for Fayette County Behavioral Health Administration to replace four 2003 Chevrolet Malibus. Our request is to lease the vehicles for a period of either 36 or 39 months depending upon lease programs available.

8.Children and Youth Services:

Consider placing on the agenda ratifying a **FY2014-15** Contract Addendum to Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services & **Family Care for Children and Youth**, 25 Belford Boulevard, Milton, PA 17847. The purpose of the addend is to include a Foster Care Rate. The rate is as follows:

Cert #413720/409670 KA \$ 60.21/day

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services & ServiceMaster Cleaning and Disaster Restoration Services, 665 Stoystown Road, Somerset, PA 15501. The services for this contract pertains to cleaning services respective to hoarding issues. The rate for this service is \$8997.47. This contract is available for review.

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services & **Gerious George, Jr., Esq.**, George, Port, & George, 92 E. Main Street, Uniontown, PA 15401. Attorney George was court appointed to represent children in dependency proceedings. The rate for his services is \$1,000.00 per month.

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services & **Community Action Southwest and Try-Again Homes**, 150 West Beau Street, Suite 304, Washington, PA 15301. Community Action Southwest and Try-Again Homes will provide consultations, assessments, court testimony, documentation, collateral activity and quantities of service provided clearly identifying the face to face time spent with the client. The rate is \$ 48.50 per hour.

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services & **Carol Hughes**, Licensed Psychologist, with the physical address being: 410 S. Maple Avenue, Greensburg, PA 15601. Ms. Hughes will provide Evaluations, Court Testimony on an as needed basis. The rates are as follows:

	PER 1/10 HOUR
Mental Health Examination/Assessment	\$ 7.00
Forensic Examination/Assessment	\$ 7.00

Mileage reimbursement	\$.57.5/mile
Sibling Incest/Safety Instruction	\$ 8.05
Non-offending Parenting Instruction	\$ 8.05
Relapse Prevention/Self-Regulation Instruction	\$ 8.05
Relapse Prevention/Self-Regulation Instruction (Group Instruction) – Adolescent/Adult (billed per individual)	\$ 2.80
Instruction for dependency/incorribility concerns	\$ 8.05
	PER 1/10 HOUR
Instruction for delinquency concerns	\$ 8.05
Instruction for other behavioral concerns	\$ 8.05
Trauma Intervention Instruction	\$ 8.05
Sexual abuse /victim instruction	\$ 8.05
Parenting Instruction	\$ 8.05
Specialized Instruction for Attachment Disorder Individual or co-joint/family instruction	\$ 10.00
Expert Testimony (in-person/via phone)	\$ 10.80
Supervised Visitation	
Visit/Observation	\$ 7.00
Report/Court Summary/Correspondence & Consultation	\$ 8.05
Behavior Observation as function of assessment	\$ 8.05
Consultation	\$ 8.05
	PER EXAMINATION
Polygraph Examination (@ Greensburg office)	\$400.00
@ Polygrapher's office	\$350.00
Consult	\$ 8.05/hr
	PER 1/10 HOUR
Quarterly Report & Other Correspondence	\$ 8.05
Psychotherapy	\$ 8.05
Group Trauma Focused Cognitive Behavioral Therapy (TF-CBT)	
Adolescent (per individual)	\$ 2.80
Monthly & Quarterly Report/Court Summary/Correspondence/Consult/ Parent session/Parent-child co-joint session	\$ 8.05
Abuse Focused Cognitive Behavioral Therapy	\$ 8.05
Parent-Child Interaction Therapy	\$ 8.05
Dialectical Behavior Therapy	\$ 8.05

*****15-16 Rate of Compensation is available for review

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services and **Community Resources of Fayette County, Inc. a/k/a/ Crime Victims' Center of Fayette County**, 6 Oliver Square, Suite 108, Uniontown, PA 15401 for School & Community Program on as needed basis. The rate is \$14,000.00 for the contract period.

Consider placing on the agenda approval of a **FY2015-16** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services and **Community Resources of Fayette County, Inc. a/k/a/ Crime Victims' Center of Fayette County**, 6 Oliver Square, Suite 108, Uniontown, PA 15401 for Parenting classes, Truancy Program, Counseling/Visitation/Life Skills, Community Awareness, Teen Life Skills, Teen Parenting on an as needed basis. The rates are as follows:

Parenting Classes	\$ 1000.00/class of 11 wk duration
Truancy Elimination Program	\$ 55.00/hr
(not to exceed \$100,000/school yr)	
Truancy education seminar for parents to include 3 hrs. of classroom and 1 hr. prep time	\$ 200.00
Direct work w/individual	\$ 50.00/hr.
Counseling/Visitation (life skills)	\$ 50.00/hr
Victim/Community Awareness Competency Develop. Program	\$ 50.00/hr
Teen Life Skills Program	\$ 50.00/hr
Teen Parenting Program	\$ 50.00/hr

Consider placing on the agenda approval of the appointment of a county resident, Jolene Hough, to a 3-year term on the Fayette County Children & Youth Services Advisory Committee. The term shall expire on August 31, 2018. The Advisory Committee voted unanimously, at the August 24, 2015 monthly meeting, to recommend her appointment to the commissioners at the September meeting.

9. Controller:

Consider placing on the agenda ratification of \$13,213.10 in interest drawdowns and \$43,887.30 in construction expenses for the First National Bank Construction Note, as attached.

10. Courts:

Consider placing on the agenda approval of an amendment to the Fayette County Constable handbook, effective October 1, 2015, as attached. The amendment is due to a 2015 Domestic Relations contract replacing the 2014 Domestic Relations contract.

11. Human Resources:

Children & Youth

Consider placing on the agenda approving the September 11, 2015 resignation of Laura Steyer, Caseworker I.

Commissioners Unit

Consider placing on the agenda approving the September 2, 2015 promotion of Eugene Gallo Jr. from Administrative Assistant, Grade 9, SR \$12.61 hr. (\$24,589.50 annually) to Staff Specialist, Grade 13, SR \$14.61 hr. (\$28,489.50 annually).

Election Bureau

Consider placing on the agenda ratifying the hire of Erica Cole as Department Clerk II, SEIU, Grade 5, SR at \$10.76 hr. (\$20,982 annually), effective August 24, 2015.

Human Resources

Consider placing on the agenda approving the September 2, 2015 promotion of Angela Wyandt, from Human Resources Coordinator, Grade 10, SR at \$ 13.09 hr. (\$25,525.50 annually) to Human Resources Technician, Grade 12, SR at \$14.09 hr. (\$27,475 annually).

Tax assessment

Consider placing on the agenda approving the July 29, 2015 promotions of Sarah Byers and Jared Billy from Assessor I, SEIU Grade 12 Step A at \$14.08 hr. (\$27,456 annually) to Assessor II GRADE 13 Step A \$14.57 hr. (\$28,411.50 annually).

12. Fayette County Office of Human and Community Services/ FACT:

Consider placing on the agenda awarding RFP 15-02 to A-Affordable Sanitation, Smithton PA for sewage removal at \$.10 per gallon for up to 5 years.

Consider placing on the agenda awarding RFP 15-03 to TBD (bid opening Sept 10) for design/construction of storage building.

Consider placing on the agenda approval to advertise for Vehicle Overhaul services for 5 Gillig buses.

13. Prison:

Consider placing on the agenda awarding bid 15-05 for the inmate yard fencing project at the Fayette County Prison to the lowest responsible bidder, Schrock Fence Company, at a total bid cost of \$51,906.54. Funding for this project is available in the Prison’s budget under line item 57000, Capital Outlay.

Consider placing on the agenda advertising a request for proposals to seek technical and pricing proposals to provide comprehensive health services for the Prison’s inmate population for a five-year period (January 1, 2016, through December 31, 2020). The Prison’s current Agreement for comprehensive health services with Prime Care Medical, Inc., will expire on December 31, 2015.

14. Commissioners:

Consider placing on the agenda ratification of the following transfers.

Department	8/13/15 to 9/1/15 Cost Center	Debit	Credit
Assessment			
Appeals fund	01413652416	\$1,200	
Photocopy/printing	01413652200		\$1,200
Courts			

Materials/supplies	01418452000	\$38.37	
Materials/supplies	01412052000		\$38.37
Human Resources			
Health insurance	01415551560	\$1,550	
Salary full time	01415551400		\$1,550
Health insurance	01415551560	\$14,598	
Contract services HR	01415553140		\$14,598
Drug testing employees	01415551935	\$2,000	
Contract services HR			\$2,000
Veterans Affairs			
Contract services	01429453300	\$1,200	
Materials/supplies	01429452000		\$1,200
Total Debits	\$20,586.37	Total Credits	\$20,586.37

Public Announcements:

Public Comments:

Adjournment:

Interest Expense: Drawdown on the

<u>Date of Drawdown:</u>	<u>Amount of Drawdown:</u>
<u>August Interest Drawdown:</u>	
7/31/2015	6,600.43
<u>September Interest Drawdown:</u>	
9/2/2015	6,612.67

Construction Expenditures Drawdown on

<u>Date of Drawdown:</u>	<u>Amount of Drawdown:</u>
<u>Drawdown #9</u>	
8/11/2015	14,238.75
<u>Drawdown #10</u>	
8/18/2015	29,648.55

9th Drawdown - August 11, 2015						
PROJECT #	INVOICE #	NAME	DESCRIPTION	YEAR EXPENSED	CONSTRUCTION AREA	EXPENSE AMOUNT
	6291	Whitby, Inc.	Repair of severed water line	2015	New Prison Project	\$3,191.15
	15-560	K2 Engineering Inc.	Fayette County Prison Project	2015	New Prison Project	\$1,800.00
	2051	Sleighter Engineering	Costs for CYS building addition - Drawing Review	2015	CYS Building	\$4,297.60
		Controlled Climate Systems, Inc.	Costs for CYS building addition - Office Renovations	2015	CYS Building	\$2,880.00
		Miller Co. Electrical Cont.	Costs for CYS building addition - Electrical	2015	CYS Building	\$2,070.00
Amount of the ninth drawdown.						
				Nineth Drawdown was done on : August 11, 2015		\$14,238.75

<u>10TH Drawdown - August 18, 2015</u>						
<u>PROJECT #</u>	<u>INVOICE #</u>	<u>NAME</u>	<u>DESCRIPTION</u>	<u>YEAR EXPENSED</u>	<u>CONSTRUCTION AREA</u>	<u>EXPENSE AMOUNT</u>
012132.00	155610	Cannondesign	Fayette County Prison Project	2015	New Prison Project	\$26,026.80
	2061	R W Sleighter Engineers	Costs for CYS building addition - Construction Support Base Contract	2015	CYS Project	\$3,621.75
Amount of the tenth drawdown.				Tenth Drawdown was done on : August 18, 2015		\$29,648.55

**CONTRACT FOR SERVICES BETWEEN
THE FAYETTE COUNTY DOMESTIC RELATIONS SECTION
AND
CONSTABLE**

THIS AGREEMENT, entered into this _____ day of _____, 2015, by and between the Fayette County Domestic Relations Section of the Court of Common Pleas (hereinafter called "DRS"), and Constable (hereinafter called "Constable"), WITNESSETH THAT:

WHEREAS, the DRS will utilize certain services of the Constable, and

WHEREAS, the Pennsylvania Bureau of Child Support Enforcement (BCSE) strongly recommends that formal written agreements containing the provision and reimbursement schedule of services provided by the Constable to the DRS be entered into, and

WHEREAS, the Constable and the DRS desire to set forth the terms and conditions necessary to effectuate this assignment of and reimbursement for the Constable,

NOW THEREFORE, in consideration of the foregoing, the Constable and the DRS, each intending to be legally bound, hereby agree as follows:

1. **Services to be provided.** The Constable shall provide the following services to the DRS:
 - a. Developing and maintaining a list of active bench warrants.
 - b. Execution of bench warrants (from the DRS's active bench warrant list, as provided by the DRS) on individuals who are in non-compliance with DRS court orders.
 - c. Following up on locate leads as provided by the DRS, which will include, but not be limited to, the following: Verification of residence, service, and employment.
 - d. Transportation of DRS clients to the Fayette County Jail when necessary. Transportation means: transporting an individual, after an arrest, to jail and/or court provided the action is child support related.
 - e. Inter-county transportation of incarcerated DRS clients when necessary.
 - f. Documentation of activities performed on behalf of the DRS, including, but not limited to, arrest reports, entries in the DRS files, daily sheets, monthly reports, and any and all other documentation as specified by the DRS Director.
2. **Compensation.** In consideration for the above services, the DRS agrees to pay the Constable per the fee schedule designated in 44 Pa.C.S. § 7161 for each individual picked up. This shall include all costs necessary to provide this service to the DRS including mileage.
3. **Confidentiality of Records.** The Constable shall maintain the confidentiality of information concerning applicants for and recipients of child and spousal support enforcement services and insure that such information is used only as provided by Federal law under 45 CFR 307.13 and State law under 23 Pa. C.S. § 4305 et seq. and 55 Pa. Code Chapters 105. The Constable understands that the Bureau of Child Support Enforcement's policies and procedures prohibit disclosure of confidential information in

accordance with Federal and State laws and regulations, as specified in 5 U.S. C. § 552a; 18 U.S.C. §§ 641 and 3571; 26 U.S. C. §§ 6103, 7213, 7213A and 7431, and 23 Pa. C. S. §§ 4376(d) and 4304.1(d).

5. **Term of Agreement.** Subject to the availability of Federal Funds, this Cooperative Agreement shall be effective on October 1, 2015, and shall automatically terminate at the close of business on September 30, 2020, subject to renewal by the parties hereto and approval from BCSE.
6. **Termination of Agreement.** This Agreement may be terminated by either party hereto by giving thirty (30) days written notice thereof to the other party and specifying the effective date of such termination.
7. **Equal Employment Opportunity.** The Constable will comply with the principles of Equal Employment Opportunity as required by 41CFR Subtitle 60-1.4(a) and Paragraph 19 of Attachment E of the Cooperative Agreement.
8. **Record Access.** Duties of the Constable are expanded to include the following: The Constable agrees to provide record access to the Department of Human Services, the Pennsylvania Auditor General, authorized representatives of the Department of Health and Human Services and the Comptroller General of the United States, as required by 45 CFR 75.364; with respect to all case files, books, documents, papers, or other records pertinent to the functions of the DRS. Upon request, the Constable shall forward copies of records to DHS, Bureau of Child Support Enforcement.
9. **Record Retention Requirements.** The Constable shall retain all records required under this agreement for at least 4 years from the date they are closed in accordance with Section 3.7 of the Title IV-D Cooperative Agreement. If any audit, claim, negotiation, or other action involving the records has been started before the expiration of the four-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular four-year period, whichever is later.
10. **Adequate and Auditable Records Required.** The Constable shall maintain adequate and auditable records to support all billable services. Ongoing auditable time records for the provision of services must include, but are not limited to dates of service, and types of service provided.

IN WITNESS WHEREOF, the parties hereto, have executed this Agreement as of _____, 2015.

Constable

DRS Director