

Commissioners' Workshop Meeting Tuesday, May 1, 2007

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, May 1, 2007 at 10:30 A.M. in the thirteenth floor Board Room of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Chair Judith L. Schwank called the meeting to order with Commissioner Thomas W. Gajewski, Sr., and Commissioner Mark C. Scott in attendance. Also present were County Administrator, William E. Dennis, Solicitor Alan Miller Esq., and Chief Clerk Terry Styer.

Commissioner Schwank opened the meeting with a moment of silence and the Pledge of Allegiance to the Flag.

II. CERTIFICATE OF RECOGNITION

Commissioner Gajewski presented a Proclamation for Older Americans Month. Dennis Scalese of the Office of Aging and Martha Sitler of the Senior Citizen Council accepted the Proclamation.

Commissioner Schwank presented a Certificate of Recognition to BCPS (Berks Connections / Pretrial Services) for receiving the Pennsylvania Association of Nonprofit Organizations (PANO) Seal of Excellence Certification. Scott Rehr, Executive Director of BCPS was present to discuss this recognition. Tish Mogan, the PANO Standards for Excellence officer, gave praise to the BCPS for their success calling them the "poster child" for this certification for excellence.

III. DEPARTMENTAL REPORTS / REQUESTS:

County Administrator

- A. The weekly report is attached. Mr. Dennis provided an overview of the Berks County Employee Supervisory Academy by summarizing the programs goals for enhancing the participants' supervisory skills which are critical in the performance of their job as a leader for the County of Berks. He thanked the Commissioners' for their support in this new initiative and credited Human Resource Director, Beth Schiepan and her staff for developing the curriculum and implementing the training programs for this successful program. Mr. Dennis announced that the first class of the Supervisory Academy consisted of 24 graduates from which two, Jonathan DelCollo, Deputy Prothonotary, and Nicole Zimmerman, Supervisor of Children and Youth Services, were independently selected to present their feedback on the experience at today's meeting. Both offered high praise on the program and the feeling that working for the county they are part of a much larger team working towards a goal that goes beyond their own department and both expressed appreciation to the Commissioners for supporting this valuable job skills training.

County Administrator

Commissioner Schwank commended the County Administrator and Human Resources Director for the success in providing clear, understandable management guidelines to the program. She mentioned that she spoke at the graduation session for the first group and noticed a bond among the graduates and the appreciation for the county as one organization.

Administrator Dennis then announced that May 4 is the date for the 2008 budget "kick-off" meeting for all department heads. He presented the Commissioners with an updated financial projection spreadsheet showing that "we are not out of the woods yet" but that the intent is to present a balanced budget for 2008 with no tax increase. Commissioner Scott said that this is only a budget forecast which is subject to change and that projected deficits are tentative but through creative management, many can be avoidable. He added that inflationary increases including health care costs are all likely challenges that will affect future budgets. Commissioner Gajewski added that the shift from the Federal and State Government funding to local funding to provide Federally and State mandated services only puts a burden on the local tax payers. Commissioner Schwank indicated that she would like to see budget projections that hone in on particular programs and services to better evaluate the programs that are creating these burdens on the local taxpayer.

Budget Department:

- A. Adopt Resolution authorizing 2006 Appropriations in the amount of \$212,088, and 2007 Appropriations in the amount \$178,822 per listing dated April 27, 2007. Bob Patrizio, Director presented the report.
- B. Motion authorizing Judith L. Schwank, as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, Candy Noll who presented the attached listing dated April 30, 2007.

CareerLink/Workforce Investment Board

- A. Adopt a resolution to award a contract to operate a **Summer Youth Work Experience and Assessment Program**, in partnership with the Pennsylvania CareerLink ~ Berks County, to the following service provider: The Reading School District, 800 Washington Street, Reading, PA 19601. Program operations are schedule to begin on June 1, 2007. The amount of the proposed contract budget for the period June 1, 2007 – August 31, 2007 is \$195,040. The budget figure is contingent upon receipt of TANF youth funding allocations for the new fiscal year. Alan Fineman, Administrative Team Manager, attended to present this request.

Children and Youth Services:

- A. Adopt a Resolution authorizing execution of **Title IV-E Independent Living Program Certification of Executive Officers**, for submission to the Commonwealth of Pennsylvania Department of Public Welfare-Independent Living Coordinator. George Kovarie, Executive Director of Children and Youth Services, and Sharon LaFaver, Caseworker Supervisor, were present to discuss this program.

Human Resource Director:

- A. Human Resource Recommendations per list dated May 1, 2007 was presented by Beth Schiepan, HR Director.

Human Services

- A. Adopt a resolution authorizing Judith L. Schwank, Chair of the Board, to execute **TEFAP Inventory – Reimbursement Request** Form for the period (January, February and March) FFY 2006-2007, in the amount of \$7,397.74 for distributing 67,252.15 pounds of food at \$.11 per pound and to authorize Margaret Bianca, Executive Director, Greater Berks Food Bank for apply for the funds on behalf of Berks County.

Mental Health / Mental Retardation:

- A. Adopt a resolution authorizing Edward B. Michalik; MH/MR Administrator to approve and **accept the capitation rates** as proposed by the PA DPW in support of **The Berks County Health Choices Program** for agreement year July 1, 2007 though June 30, 2008.
- B. Adopt a resolution authorizing an agreement made by the County of Berks for and on the behalf of Berks County Mental Health/Mental Retardation Program to authorize Judith L. Schwank, Commissioner Chair and the MH/MR Program Administrator, Dr. Ed Michalik to execute an Administrative Entity Operating Agreement for Fiscal Year 2007-2008 to **continue to participate in the Infants, Toddlers and Families Waver program.**
- C. Adopt a resolution authorizing an agreement made by the County of Berks for and on the behalf of Berks County Mental Health/Mental Retardation Program to execute an Administrative Entity Operating Agreement to participate in the **Consolidated and Person/Family directed Support Waivers** for Fiscal Year 2007-2008.

Solicitor

- A. Adopt a resolution authorizing acceptance and execution of a proposal letter submitted by Spotts, Stevens & McCoy and dated April 24, 2007, to perform a **survey of the Antietam Lake property** at a not to exceed fee of \$32,800.00.

IV. REPORTS OF COMMISSIONERS:**Commissioner Schwank**

Commissioner Schwank mentioned that she is looking into Senate Bill 595, which is in regards to fatality reviews for domestic violence cases. This bill would be to establish protocol, and to establish a review team at the state level.

Commissioner Gajewski

- A. Adopt a resolution authorizing a letter to the Berks County Delegation supporting Senate Bill 611. This bill is to support forward funding of CYS programs, in the same manner that MH/MR is forward funded instead of the current reimbursement process which creates budgetary cutbacks in these necessary programs all over the state.

Commissioner Scott

Commissioner Scott then paid particular praise to what he believes are the three top positions and individuals that have made a real difference in the administration of Berks County Government: County Administrator, Bill Dennis, the Director of Budget and Finance, Bob Patrizio, and the Human Resource Director, Beth Schiepan.

There being no further business the meeting adjourned at 11:45 AM.

Respectfully Submitted,

Terry L Styer, Chief Clerk