COUNTY OF BERKS
COMMISSIONERS’ BOARD MEETING AGENDA
May 28, 2020

Christian Y. Leinbach, Commissioner, Chair
Kevin S. Barnhardt, Commissioner
Michael S. Rivera, Commissioner
Christine M. Sadler, Esq., County Solicitor
Ronald R. Seaman, Chief Administrative Officer
Maryjo Gibson, Chief Clerk

NOTICE: Anyone who wishes to comment on a printed agenda item prior to official action being taken must make that known to the Chair or the Chief Clerk in advance.

CALL TO ORDER – 10:00 A.M.

Observe a moment of silence followed by the Pledge of Allegiance to the Flag led by Christian Y. Leinbach, Commissioner Chair.

APPROVAL OF MINUTES

Approve the minutes of the May 21, 2020 Commissioners’ Meeting, the May 21, 2020 Phase 3 Recovery and Beyond Meeting and the May 26, 2020 Operations Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

AGENDA ITEMS

1. Authorizing:

   Budget Department

   175.2020 A. Adopt a resolution authorizing 2020 Budget Transfers in the amount of $28,002 and 2020 Appropriations in the amount of $127,066 per listing dated May 26, 2020.

   Commissioners

   176.2020 A. Adopt a resolution ratifying, confirming and approving execution by Christian Y. Leinbach, Chair, of the Hold Harmless and Indemnification Agreement for Albright College for use of Roessner Hall as a polling place for the June 2, 2020 Primary Election.
177.2020  B. Adopt a resolution ratifying, confirming and approving execution by Christian Y. Leinbach, Chair, of a Hold Harmless and Indemnification Agreement for the following School Districts for using of building locations as a polling place for the June 2, 2020 Primary Election:
   1. Reading School District – 12 locations
   2. Daniel Boone Area School District – 1 location
   3. Twin Valley High School – 2 locations
   4. Governor Mifflin School District – 1 location
   5. Exeter School District – 2 locations/4 polling places
   6. Muhlenberg School District – 1 location
   7. Hamburg Area School District – 1 location
   8. Hillside Christian Church – 1 location
   10. Tulpehocken Area School District – 1 location
   11. Wyomissing Area School District – 1 location

178.2020  C. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the CWEL (“Child Welfare Education for Leadership Program”) between the County of Berks, Morgan Leigh Thomas, an employee of Berks County Children and Youth Services, and the University of Pittsburgh-Of the Commonwealth System of Higher Education, to participate in a graduate level social work program as outlined in Title IV-B, Part 1 of the Commonwealth’s Child and Family Services Plan.

179.2020  D. Adopt a resolution authorizing reappointment of the following members to the Berks County Workforce Development Board for three (3) year terms from July 1, 2020 to June 30, 2023:

   1. Lewis McCoy, Jr., Director of Human Resources, SSM Group, Inc.
   2. Russell Showers, SPHR, Senior Vice President and Chief Human Resources Officer, Tower Health
   3. Karyn L. Troxell, PHR, Director of Corporate HR and Organizational Effectiveness, Penske
   4. Peggy Kershner, Co-Executive Director, Berks Connections/Pretrial Services
   5. Mark Pinkasavage, Training Director - IBEW Local 743
   6. James Nichols, Regional Director - PA Bureau of Workforce Partnership & Operations, Commonwealth of Pennsylvania
180.2020  E. Adopt a resolution ratifying, confirming and approving the signature of Christian Y. Leinbach, Chair, executing the County’s 2020 Action Plan, and indicating approval by the Board of Commissioners; and further providing such assurances, certifications, contracts, agreements, and supplemental or revised data that the U.S. Department of Housing and Urban Development may request in conjunction with the Plan.

181.2020  F. Adopt a resolution ratifying, confirming and approving execution by Christian Y. Leinbach, Chair, of the Memorandum of Agreement between the Pennsylvania National Guard and the County of Berks, on behalf of the Berks Heim Nursing and Rehabilitation to provide support to the Berks Heim for public health response to the Coronavirus disease.

182.2020  G. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute and submit a proposal to lease space in the Berks County Agricultural Center to the United States Department of Agriculture for an initial term of three (3) years, with up to seven (7) one (1) year options to renew at the rates set forth in the form of Proposal to Lease Space, subject to such modifications to the terms and conditions of the USDA’s Request for Lease Proposal as may be approved by the County Solicitor.

183.2020  H. Adopt a resolution authorizing Christine M. Sadler, County Solicitor, to execute any and all necessary documents related to the H-1B Non-Immigration Visa Status applications and subsequent filings for Gowrishankar Shanmugam, a Berks County employee.

184.2020  I. Adopt a resolution authorizing Commissioner Kevin S. Barnhardt, acting on behalf of the Berks County Board of Commissioners, to submit an estimated financial request for reimbursement of CARES Act funding to the Governor’s Office.


3. Motion to ratify and confirm payments set forth on Controller’s Office vouchers listing dated May 26, 2020 for week ending May 27, 2020, and the payment of electronic transfers and employee payroll.

AGENDA APPROVAL
REPORTS OF TREASURER AND CONTROLLER

1. A. Dennis Adams, County Treasurer
2. Sandy Graffius, County Controller

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman

COMMISSIONERS’ COMMENTS

Commissioner Barnhardt

Commissioner Rivera

Commissioner Leinbach -

ROW OFFICERS’ COMMENTS

CITIZEN COMMENT/BUSINESS FROM THE FLOOR

ADJOURNMENT
Commissioners’ Board Meeting Minutes
May 21, 2020 (draft for approval May 28, 2020)

The Berks County Board of Commissioners met in regular session on Thursday, May 21, 2020, at 10:00 A.M. via Microsoft Teams Live, pursuant to due notice to Board members and the public.

Commissioner Chair Christian Y. Leinbach called the meeting to order with Commissioner Kevin S. Barnhardt and Commissioner Michael S. Rivera in attendance. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Maryjo Gibson, Chief Clerk.

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

Commissioner Leinbach announced there were three Executive Sessions; May 18, 2020 dealing with litigation and union negotiations; May 19, 2020 dealing with litigation and personnel and May 20, 2020 dealing with personnel.

Commissioner Leinbach announced the meeting will operate under the Public Comment Rules.

Approval of Minutes

The minutes of the May 14, 2020 Commissioners’ Board Meeting, the May 14, 2020 Phase 3 Recovery and Beyond Meeting and the 2020 Operations Meeting were approved as presented.

Public Comment on Agenda Items

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt and seconded by Commissioner Rivera, and all voted unanimously to approve the items listed below:


   159.2020  Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute three (3) agreements as a result of Invitation to Bid #19-43-ES, for Institutional Linens for the supply and delivery for the Berks Heim, the Jail System and Berks County Residential Center for a one (1) year contract to the following vendors:
Bob Barker Company, Inc.
7925 Purfoy Road
Fuquay Varina, NC 27526
**Estimated Annual Expenditure: $673.32**

Medline Industries Inc.
Three Lakes Drive
Northfield, IL 60093
**Estimated Annual Expenditure: $2,709.44**

Phoenix Textile Corporation
21 Commerce Drive
O'Fallen, MO 63366
**Estimated Annual Expenditure: $4,565.23**

The County of Berks reserves the right to extend for two additional one year terms at the unit prices herein, upon mutual agreement of both parties.

160.2020 Adopt a resolution authorizing the appointment of Jane Goetz, Leesport, Pennsylvania, to the Berks County Parks and Recreation Board, for a term ending December 31, 2022, to fill the unexpired term of Joseph Brown, who resigned.

161.2020 Adopt a resolution of the Berks County Board of Commissioners amending the 2018 Action Plan and the 2019 Action Plan to allocate certain funds from the CDBG Program to the Berks County Redevelopment Authority for general administration, and Special Economic Development activities directed to small businesses; and further ratifies, confirms and approves execution by Christian Y. Leinbach, Chair, indicating approval by the Board and providing assurance, certifications, contracts, agreements and supplemental or revised data that the U.S. Department of Housing and Urban Development may request in conjunction with the amended 2018 and 2019 Action Plans and additional funding from the CARES Act.

162.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the 2020-2021 Renewal Quotation to PCoRP (Pennsylvania Counties Risk Pool, a program of the County Commissioners Association of Pennsylvania), and Excess Crime coverage with Travelers Insurance, as presented by EHD. This includes the appropriate quarterly compensation agreement presented by EHD who charges a discounted fee in lieu of accepting carrier commissions. This fee remains unchanged from the current agreement.
163.2020 Adopt a resolution authorizing execution of the renewal grant application for the 2020-2023 VOCA – Enhancing Services to Berks County Victims through Pennsylvania Crime and Delinquency (“PCCD”) for the District Attorney’s Office. The grant is in the amount of $173,547.00 and is 100% federally funded.

164.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Amendment to the Master Services Agreement between Global Tel*Link Corporation, Inc., Falls Church, Virginia, and the County of Berks, to include the provision by GTL of one Tek84 Intercept Full Body Scanner at no cost to the County, and further extending the term of the agreement for an additional five (5) year term from April 2, 2024 through April 4, 2029.

165.2020 Adopt a resolution authorizing the reappointment of Michael P. Fischetti Vice President–Human Resources for Reading Truck Body, LLC, to the Berks County Workforce Development Board for a completion term from April 27, 2020 to June 30, 2022.

166.2020 Adopt a resolution authorizing the appointment of Jennie Rodriguez-Priest, Director – Human Resources at Stevens & Lee / Griffin, to the Berks County Workforce Development Board for a term from July 1, 2020 to June 30, 2023.

167.2020 Adopt a resolution authorizing the appointment of Scott Mengle, Vice President of Human Resources for Penn State Health – St. Joseph, to the Berks County Workforce Development Board for a term from July 1, 2020 to June 30, 2023.

168.2020 Adopt a resolution authorizing the appointment of David H. Turner, Regional External Affairs Manager with FirstEnergy Corp. (Met-Ed), to the Berks County Workforce Development Board for a term from July 1, 2020 to June 30, 2023.

169.2020 Adopt a resolution authorizing the appointment of Ashley N. Chambers, Senior Vice President of Community Impact at the United Way of Berks County, to the Berks County Workforce Development Board for a term from July 1, 2020 to June 30, 2023.
170.2020 Adopt a resolution ratifying, confirming and approving execution of the Designation of Agent Resolution for DR-4506–COVID-19 designating Laura Jones, Deputy Director of Budget & Finance, to execute on behalf of the County of Berks, the Pennsylvania Emergency Management Agency Public Assistance Grant Program Agreement, and all required forms and documents for the purposes of obtaining financial assistance under the Robert T. Stafford Disaster Relief Emergency Assistance Act.

171.2020 Adopt a resolution amending Resolution No. 142-2020 adopted May 7, 2020, to include the designation of Ronald R. Seaman, Chief Administrative Officer, and Robert Patrizio, Chief Financial Officer, for purposes of applying for the CESF funding and providing necessary information and all other related purposes, and formally designates Ronald R. Seaman, Chief Administrative Officer, and Robert Patrizio, Chief Financial Officer, as signing authorities on behalf of the County, and to submit any and all documentation on behalf of the County as may be necessary for the purpose of applying for any and all other grants or funding in any way related to the COVID-19 emergency.

172.2020 Adopt a resolution ratifying, confirming and approving Kelly A. Laubach, Director of Contracts and Procurement, execution of the Product Supply Agreement between Electrostatic Sanitization Services, LLC, Fleetwood, Pennsylvania, and the County of Berks to provide electrostatic disinfecting and sanitization services for County facilities for a one year period beginning May 21, 2020.

173.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Emergency Purchasing Agreement between Berks County and Witt O’Brien’s LLC, Houston, Texas, to provide Cost Recovery and Emergency Management Advisory Services, subject to final review and approval by the County Solicitors’ Office.

174.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the ESG-CV Grant Program Application to the Pennsylvania Department of Community and Economic Development (DCED) to provide funds in the amount of $300,000 to allow the County, in conjunction with the Berks Coalition to End Homelessness and the Berks County Redevelopment Authority, to meet unfunded program needs by offering homelessness prevention and rapid re-housing services to more individuals and families throughout Berks County.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated May 18, 2020. Commissioner Leinbach reported there are 9 contracts and referenced the departments.

3. Motion authorizing payments set forth on Controller’s Office vouchers payable listing dated May 18, 2020 for week ending May 19, 2020 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer’s report.

2. The Controller’s weekly report was presented by County Controller Sandy Graffius.

REPORT OF CHIEF ADMINISTRATIVE OFFICER
No report today.

COMMISSIONERS’ COMMENTS

Commissioner Barnhardt
Commissioner Barnhardt reported the conference call he and Commissioner Leinbach participated in with Governor Wolf last Friday, he asked about the CARES Act funding. The Governor would like to engage State legislators to appropriately disburse that money, and as of this morning, the money has not yet been received. Commissioner Barnhardt stated there is a lot pressure on the County to put together testing, contact tracing, mass purchase of PPEs, which is all part of CARES Act funding. Commissioner Barnhardt reported he will be receiving a proposal from Co-County Wellness this morning that he will be presenting to his colleagues for their review and comment. Commissioner Barnhardt is aware of the concerns some people have about contact tracing, but assures everyone it is only voluntary.
Commissioner Barnhardt thanked his colleagues for approving the Witt O’Brien agreement. The County does not have the bandwidth to pursue and secure all the grants coming from Washington and the State, and Witt O’Brien will shepherd the County through the process and with compliance.
Commissioner Barnhardt reported there will be a meeting this afternoon with the Greater Reading Chamber Alliance, Community Development and County Leadership Team to pull together a CARES Act format regarding testing, contact tracing, PPE and to rebuild the community and businesses.
Commissioner Barnhardt thanked Joseph Brown who served almost ten years on the Berks County Parks and Recreation Board. Mr. Brown is being replaced by Jane Goetz, a well-known woman who was instrumental in saving the Epler School.
Commissioner Barnhardt announced the actual move of the School will be the second week of June.
Commissioners’ Meeting Minutes

Commissioner Barnhardt learned through his outreach with Helping Harvest, their annual budget is $400,000 to purchase food, they have already purchased in excess of $1 million, and are distributing around 250,000 pounds of food, which is double their capacity. Helping Harvest is also finding it difficult to purchase food and are contacting local food manufacturers. Commissioner Barnhardt requested any local food manufacturers to please contact Helping Harvest.

Commissioner Barnhardt reported May 26, 2020 is the deadline to apply for an Absentee or Mail In Ballot, and Elections Services is still looking for interpreters, Judges of Election, machine inspectors, and other positions. Please contact Election Services to volunteer. Commissioner Barnhardt reported there are 202 Polling Places available to vote.

Commissioner Barnhardt again encouraged everyone to complete their Census 2020 form, and he expects the federal government to move the enumeration date to October 31, 2020.

Commissioner Barnhardt thanked Melissa Wolf and Wendy Reber, daughters of Linda Wolf who recently passed from COVID19 at the Berks Heim, for recommending Melissa Jacobs, a Nurse at the Berks Heim, to Channel 6 News for their Hometown Heroes story that aired last night. Melissa and Wendy didn’t want their mother to die alone, so Melissa Jacobs sat and held their mother’s hand.

Commissioner Rivera

Commissioner Rivera asked small businesses that want to apply for the small business loan to provide a letter to the County to send to Governor Wolf, and include your name, type of business, contact information of owner or manager of the firm, and state how the big box stores directly compete with your company or what products or services they sell that competes with your business, and what detailed measures you will take to address COVID19 issue should you be able to reopen. Commissioner Rivers said small businesses can also send the same letter directly to the Governor.

Commissioner Rivera mentioned the County is holding weekly press updates, and yesterday we heard from local health care professionals. The events are broadcast on BCTV’s You Tube page, the County’s website on Microsoft Teams Live.

Commissioner Rivera thanked those who are working on the front lines, putting their health at risk in helping the community.

Commissioner Leinbach

Commissioner Leinbach commented yesterday’s weekly press update highlighted how the County works very closely and has for years with our two major health care providers through our Department of Emergency Services. Commissioner Leinbach thanked the health care professionals that participated yesterday, Dr. Debra Powell, Section Chief for Infectious Diseases and Medical Director for Infection Prevention at Tower Health/Reading Hospital; Dr. Michael Baxter, past Chair Berks Medical Society and past Chair of Tower Health Family and Community Medicine; and Dr. Jeffrey Held, Vice President of Medical Affairs at Penn State/St. Joseph’s Hospital; and Dr. Edward Michalik, Psy.D., Berks County MH/DD Administrator. We rely heavily on these health care providers.

Commissioner Leinbach said his question to the Governor last Friday was why the big box stores like Walmart, Home Depot, Target and Lowes are making a killing with
packed stores and parking lots, and how can you say that it is safe or fair to our local jewelers, flooring companies, florists, computer stores, clothing boutiques, etc., that these big box stores are selling the same things as our small businesses who can much easier control and protect their employees and customers. The Governor acknowledged the system is not perfect, and is willing to take a look at this issue. The Governor provided the County a contact in his administration, and stated the County released a press statement asking any small business who believes it is in direct competition with big box stores to contact the County and provide the information Commissioner Rivera mentioned earlier in his comments.

Commissioner Leinbach mentioned Flag Zone, Boyertown, Pennsylvania, received a Waiver to reopen, and with the assistance of Penske Trucking, who donated a box truck to pick up the 50,000 flags, and the Blue Knights Motorcycle Club, active and retired law enforcement individuals, volunteered to pick up the flags. The flags have been distributed to the cemeteries and will be placed for Memorial Day.

Commissioner Leinbach read a poem written by Shauna Rudd published in May 2018 in observance of Memorial Day.

ELECTED OFFICIALS’ COMMENTS
County Controller Graffius reported the Controller’s Office Financial Statement will be completed on time, and thanked her staff who worked remotely from home under difficult conditions.

COMMENTS FROM THE FLOOR
There were 4 comments read by Mary Buerer, Executive Assistant, and are attached.

Commissioner Barnhardt responded to the comment regarding creating a department of health. This is a subject for another day, standing up a department during a crisis is not a real conceivable endeavor, but noted the County has received a proposal from Co-County Wellness to begin contact tracing.

Commissioner Barnhardt responded to the comment about testing at the BCRC, by clarifying they are not guards, they are caseworkers for the residents, and as of this morning, there have been no positive cases at the BCRC.

There being no further business, the meeting adjourned at 10:44 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk
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<td>Heather Berger</td>
<td>5/21/2020 13:47</td>
<td>Public comment will be accepted through the Q&amp;A function. Please include your first name, last name and municipality. Any comments without name and municipality will not be considered. Each citizen can submit one comment that is no more than 3 minutes per comment. The meeting comment period is limited to 30 minutes in total. Please be concise. Comments will be read during the meeting and should not be considered to be interactive dialog with the Commissioners. Any Commissioner response to public comment will be done at the discretion of the Commissioners.</td>
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<td>Dr Neha Majmudar, Lower Heidelberg (Unverified)</td>
<td>5/21/2020 14:01</td>
<td>You heard from several reputable physicians about the need for testing and tracing. A public health department would do contact tracing and asymptotic testing. They could also monitor outbreaks. So if 4 employees from a business go to 2 different hospitals and 4 different doctors.. who is putting it together that the business might have a spread with it? The local health department would. When will you establish a Berks County Health Department? With over 1,000 people in ICE custody testing positive for covid-19, will you commit to releasing the families currently held at Berks Detention Center to sponsor families or to relatives?</td>
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<td>Liz Cates Bern Twp (Unverified)</td>
<td>5/21/2020 14:03</td>
<td>My question above does not pertain to the agenda. Do I need to ask again???</td>
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<td>Dr Neha Majmudar (Unverified)</td>
<td>5/21/2020 14:03</td>
<td>No, I will read it at the end of the agenda.(Dr Neha Majmudar (Unverified) asked &quot;My question above does not pertain to the agenda. Do I need to ask again??&quot;) [This comment is for the general comment period at the end] Small businesses and their workers are laying on the sword and continue to incur irreparable damage, while big-box retailers make out. What is more of a petri dish, a big-box retailer cramming hundreds into one building, or a dozen similar small businesses that can each operate at 25-50% capacity?</td>
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<td>David Del Negro, Wyomissing (Unverified)</td>
<td>5/21/2020 14:05</td>
<td>Our current economic policies are like factory farming for humans. You heard from several reputable physicians about the need for testing and tracing. A public health department would do contact tracing and asymptotic testing. They could also monitor outbreaks. So if 4 employees from a business go to 2 different hospitals and 4 different doctors.. who is putting it together that the business might have a spread with it? The local health department would. When will you establish a Berks County Health Department? Since this virus can be transmitted without symptoms is testing been done on all detainees and guards at the ISIS detention center in Leesport? if so how many have tested positive and if not c</td>
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Phase 3 Recovery and Beyond Minutes
May 21, 2020 (draft for approval May 28, 2020)

Pursuant to due notice to Board members and the public the Phase 3 Recovery and Beyond meeting was held via Microsoft Teams Live at 1:00 p.m..

Participating were Commissioner Christian Y. Leinbach, Commissioner Kevin S. Barnhardt, Commissioner Michael S. Rivera, Executive Assistants Mary Buerer, Jessica Blauer and Barbara Lopez, Chief Administration Officer Ronald R. Seaman, Assistant County Solicitor Paul Bradshaw, Human Resources Director Jessica Weaknecht, Assistant Human Resources Director Kristin Scheffler and Chief Clerk Maryjo Gibson. Also attending were County Controller Sandy Graffius, Heather Berger, Application Specialist & Trainer and Producer, Lori Schneider, Implementation Specialist, and Tim Smith, Enterprise Manager.

Commissioner Leinbach reported that apparently there were technical difficulties this morning during the Comment period at the Commissioners’ Meeting. The issue has been rectified.

SET Report –
Commissioner Barnhardt reported the SET Team interviewed the Mail Room, MH/DD and Aging, Archives, Berks County Residential Center, and will finish out the week with Veterans Affairs, Human Resources, Commissioner Rivera and his Executive Assistant. J.D. DelCollo and Tracy Barlet were dealing with other matters and did not participate in the interviews.
Commissioner Barnhardt reported the majority of employees in MH/DD are working remotely and focused on what that looks like going forward for caseworkers; is it more efficient and is there a savings working from their home for a portion of the time.
Commissioner Barnhardt asked his colleagues to review the proposal from Co-County Wellness. We do have inquiries from other groups in the community, but he and Dr. Michalik support moving forward with Co-County Wellness because of their bandwidth ability and experience to do contact tracing.
Commissioner Leinbach commented he has had questions from the public on contact tracing and made is clear he only supports voluntary testing, and suggested a press release with the details of what we are doing regarding contact testing.
Commissioner Barnhardt confirmed it will only be volunteer based.

Sub-Committee Reports –
Commissioner Leinbach did not have anything new to report, but will begin the review process with the sub-committee May 29.

Commissioner Rivera reported Team B met with Commissioner Leinbach and his Executive Assistant Mary Buerer, and tomorrow will meet with Commissioner Barnhardt and Jessica Blauer and the Department of Emergency Services, and will then set up a Team meeting to go over information gathered.
Actions and Next Steps –
None.

Good of the Order
Nothing

There were no public comments.

There being no further business, the meeting adjourned at 1:14 P.M.

Respectfully Submitted,

__________________________
Maryjo Gibson, Chief Clerk
Operations Meeting Minutes  
May 26, 2020 at 9:30 a.m.

Pursuant to due notice to Board members and the public the Operations meeting was held via Microsoft Teams Live at 9:30 a.m..

Participating were Commissioner Chair Christian Y. Leinbach, Commissioner Kevin S. Barnhardt, Commissioner Michael S. Rivera, Executive Assistants Mary Buerer, Jessica Blauser and Barbara Lopez, Chief Administration Officer Ronald R. Seaman, County Solicitor Christine M. Sadler, Human Resources Director Jessica Weaknecht, and Maryjo Gibson, Chief Clerk. Also participating Heather Berger, Application Specialist & Trainer and Producer, Lori Schneider, Implementation Specialist, Tim Smith, Enterprise Manager.

Discussion on Assignment of Responsibilities –  Commissioner Barnhardt proposed that as we move on and continue to expand COVID-19 related duties and obligations, and to minimize duplication of work efforts, he put together a short list of duties of the Commissioners, and assign who should be the sitting liaison for communicating back and forth. Commissioner Rivera and Commissioner Leinbach agreed it is a good idea.

Commissioner Barnhardt will handle Co-County Wellness along with Dr. Michalik, and Witt O’Brien along with Ron Seaman. Commissioner Barnhardt will continue to be the liaison to Governor Wolf’s office.

Commissioner Rivera will act as liaison to the City and GRCA.

Commissioner Leinbach will be the liaison with Courts and Row Officers for now. Commissioner Leinbach will look at the Row Officers and follow-up as necessary.

Discussion - Rebuilding Berks (continuation from last week’s meeting)  
Pamela Shupp, GRCA, mentioned last week the discussion touched on some of our neighboring counties who met the population threshold requirement and will be a little ahead of Berks County in terms of deploying the CARES funds into community. Ms. Shupp said because we know we will be going to the Yellow Phase in June, it is important to know when we will be receiving the funds, and will be critical in managing business and resident expectations. Ms. Shupp suggested putting a safety net in place for businesses who may not meet the requirements of the initial program and mentioned four components to reopening: procurement, financing, training and communication.
Deb Millman mentioned the PA Chamber currently has a business readiness seminar and training program to safely reopen businesses; something Berks County could offer to our local businesses.
Pam Shupp said communication and marketing is critical to deployment of funds and resources to the community.
Commissioner Barnhardt learned on his call with the Governor’s Office on Friday Harrisburg has received the CARES Act money, and that Berks County must pull together a request and get it to Harrisburg quickly. The Commissioners agreed to put together a broad overview of PPE, testing, housing, etc. as follows: Commissioner Barnhardt will pull together numbers for contact tracing, Commissioner Rivera will provide for housing, Ron Seaman and Brian Gottschall will do PPE for County and first responders and testing. Commissioner Barnhardt will also get an amount from Helping Harvest to submit for reimbursement. Commissioner Rivera will reach out to Ken Pick and Jack Williams on housing costs. Commissioner Leinbach asked for the numbers to be submitted Thursday morning before Commissioners Meeting, and he will provide comments. Mr. Pick said the part of the CARES act dealing with homeless issues does not have any income restrictions for use of the funds, and we will most likely have to create a new program for the funds. Mr. Pick was asked to work on that part, so the funds are being utilized in the way that makes the most sense in the community. The goal is to submit a proposed CARES Budget through Commissioner Barnhardt to the Governor’s Office this Thursday.

Future of the COVID Help Center
Barbara Lopez provided the email and call numbers from this past weekend, and noted we have not seen a high number of calls since May 18, and the emails are low.

Commissioner Leinbach recommended because of numbers are going down, and we will be going to Yellow June 5, he is inclined to continue until June 5 and close the Center unless there is a significant increase on that date. Commissioner Rivera and Commissioner Barnhardt agree it is a good idea and good time to phase when we go Yellow. Commissioner Leinbach asked Mary Buerer to list on next week’s Operations Meeting Agenda to see if there has been any change, and if not, close the Center end of day Friday, June 5.

Questions/Comments: None

Commissioner Barnhardt mentioned the Commissioners received two documents from Pennsylvania entities dealing with visitors and vendors in reopening buildings that should be part of the discussion COVID-19 Leadership meeting this afternoon. Commissioner Barnhardt reported the kickoff for Witt O’Brien is today at 3:00 p.m.

The call ended at 10:10 A.M.

Executive Session

Respectfully Submitted,

Maryjo Gibson, Chief Clerk
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**2020 Transfers Total**

$ 28,002

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**2020 Appropriations Total**

$ 127,048

1. Transferring projected savings from Personal Care Contracts due to reduced service because of COVID-19 to the Promotional Account to purchase promotional items for Senior Expo and other events.
2. Appropriating Act 13 Fund Balance due to higher than anticipated costs associated with the Paving Project in several Parks programs.
MEMORANDUM

DATE: Tuesday, May 26, 2020

TO: The Board of Commissioners & the Chief Clerk

RE: Agenda Items – Commissioners’ Meeting

Please include the contract listings outlined in this Memorandum for inclusion on the Agenda for the Commissioners’ meeting scheduled for Thursday, May 28, 2020 for approval and formalization. Details are as follows:

1. **Contract Type & #:** Independent Contractor Agreement – Agreement ICA-230556-20
   **Department:** Information Systems
   **Vendor:** Johnson, Mirmiran, & Thompson, Inc.
   **Term:**
   - Effective Date: June 1, 2020
   - Expiration Date: December 31, 2020
   **Funding Source:** 100% County
   **Description & Amount:** The County is engaging the Vendor for the delivery of the City of Reading Next Generation 911 Addressing Project to improve GIS data and automatic location information data synchronization. The amount shall not exceed $102,955.00 during this term.

2. **Contract Type & #:** Amendment #1 to Agreement ICA-165139-15
   **Department:** Library System
   **Vendor:** Innovative Interfaces Incorporated
   **Term:**
   - Effective Date: June 1, 2020
   - Expiration Date: May 31, 2021
   **Funding Source:** 100% County
   **Description & Amount:** This Amendment serves to extend the term of the computerized integrated library system consisting of software and related services until May 31, 2021. The amount shall not exceed $97,650.00 for this term.

3. **Contract Type & #:** Settlement Agreement
   **Department:** Human Resources
   **Vendor:** Barry Hamm