

**Commissioners' Workshop Meeting
Tuesday, October 7, 2008**

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, October 7, 2008 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 Mark C. Scott called the meeting to order with Commissioner Christian Leinbach, and Commissioner Kevin Barnhardt in attendance. Also present were County Administrator, William E. Dennis, Solicitor Alan Miller Esq., and Chief Clerk Terry Styer.

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

II. PRESENTATION

Lucille Gough, President & CEO of the Berks Visiting Nurse Association spoke about the importance of getting a flu shot and also discussed the Association's 100th Anniversary in April 2009. Other representatives from the Visiting Nurse Association included Colleen Paolucci, Volunteer & Community Health Coordinator; Melissa Wentzel, Marketing Assistant; Normajean Leyland, RN, and Dottie Kase, RN. Following the presentation, all three Commissioners, their assistants, and other Elected Officials in attendance received flu shots.

III. DEPARTMENTAL REPORTS / REQUESTS:

Budget Department

- A. Adopt Resolution authorizing 2008 Budget Transfers in the amount of \$195,872 per listing dated October 3, 2008. Bob Patrizio, Budget Director, presented the report.
- B. Motion authorizing Mark C. Scott, Esq. as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, Candace Noll, per attached listing dated October 3, 2008.

Human Resources

- A. Jennifer Biehn, Interim HR Director, presented the Human Resource recommendations per list dated October 7, 2008.

Solicitor

- A. Resolution authorizing tax forgiveness of 2007 County taxes for the following parcels owned by Ontelaunee Township:
1. PIN #68540006490287/35 in the amount of \$459.31, which includes all penalties and interest.
 2. PIN #68540012957113 in the amount of \$316.82, which includes all penalties and interest.

IV. REPORT OF THE COUNTY ADMINISTRATOR

County Administrator Bill Dennis presented his weekly report which is attached to these minutes. Administrator Dennis then presented a proposed Hiring Freeze Policy and thanked all the County Departments who have already developed operational efficiencies through departmental reorganization. He explained that the single highest cost per item in the County budget is personnel and by putting this freeze into effect and affecting approximately 220 vacant positions, the County expects to realize \$5 to \$6 million in savings annually. The Commissioners said that this effort is necessary given the global economic downturn and to prevent or put off any necessary tax increases. The Commissioners commended the County Administrator, Bob Patrizio, Finance and Budget Director, and Jennifer Biehn, Interim HR Director, for developing this policy. Commissioner Barnhardt said that the budget process is a 12 month effort to look for efficiencies and many departments have stepped up to the plate with new reorganization plans. Commissioner Leinbach said that this policy is not a "knee-jerk" reaction but a well-thought-out policy to help the county be as lean as possible going forward.

Following the discussion, Commissioner Leinbach made a motion that was seconded by Commissioner Barnhardt, and approved by all to adopt the following:

- 266.08 A. Resolution to adopt the Hiring Freeze Policy.

V. REPORTS OF COMMISSIONERS

- A. Adopt a resolution authorizing the joint appointment of Denise J. Commings, West Reading, to the Berks County Housing Authority for the balance of the term left vacant by the resignation of Christopher Winters. This term will expire on December 31, 2008.

Commissioner Barnhardt

Commissioner Barnhardt announced an Energy Conservation Awareness Fair for Saturday October 18th at the Reading YMCA, 631 Washington Street 2nd Floor Auditorium being sponsored by Neighborhood Housing Services of Reading.

There being no further business the meeting adjourned at 11:40 AM.

Respectfully Submitted,

Terry L Styer, Chief Clerk