

COMMISSIONERS' MEETING MINUTES
JULY 28, 2021

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Commissioners Hearing Room.

ROLL CALL

Chairman R. Michael Keith, present
Commissioner Robin A. Gorman, present
Commissioner Sherene Hess, zoom

Also, in attendance were Solicitor Matthew T. Budash and Chief Clerk Robin Maryai.

PLEDGE OF ALLEGIANCE

Commissioner Keith led those present in reciting the Pledge of Allegiance to the American Flag.

APPROVE MINUTES...JULY 11, 2021

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of July 11, 2021.

PUBLIC COMMENT

Ron Riley requested information regarding the REACH website. Commissioner Keith asked Mr. Riley to submit his phone number to the Chief Clerk and a meeting will be set up. Anne Simmons asked if there is a public meeting regarding COVID that she and the public be invited.

EXECUTIVE SESSIONS

There were no Executive Sessions.

COVID 19 UPDATE

Thomas Stutzman reported that Indiana County has seen an increase in positive/pending cases county wide. Based on the daily statistics that are provided by the Department of Health, Indiana County is experiencing over 6 new COVID cases per day. COVID testing has averaged to about 17 tests per day. This indicates that there are many more asymptomatic people walking around with the virus in the general population than we are aware of. The percentage of fully vaccinated people in Indiana County is 38.3% of those 12 years and older. There has only been a small increase of vaccinations since June. Indiana County is trailing between 4 and 13% versus other counties in our region. The Indiana Regional Medical Center is also seeing an increase in COVID positive cases in their daily census. There are 50 locations in Indiana County where vaccines are administered.

MEMORANDUM OF UNDERSTANDING...CORNELL ABRAXAS GROUP, LLC / JAIL

At the request of Sam Buzinotti, Warden, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a Memorandum of Understanding between the County and Abraxas Group, LLC to provide housing for youthful offenders at a daily rate of \$316.82 per day from July 1, 2021 to June 30, 2022 and \$326.32 per day from July 1, 2022 to June 30, 2023.

CONTRACT AGREEMENT – 2020-2021 PHARE-RTT GRANT AGREEMENT / PLANNING

At the request of Christina Coleman, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to enter into a Grant Agreement with the Pennsylvania Housing Finance Agency (PHFA) for \$150,000 of 2020/2021 Pennsylvania Housing Affordability and Rehabilitation Enhancement Funds-Realty Transfer Tax (PHARE-RTT). The funds will be utilized to continue the 55+Roof and Heating Systems Replacement Program. The program will assist income eligible homeowners age 55 or older with replacing an inoperable or inefficient heating system and/or a leaking or deteriorated roof. \$25,000 in ACT 137 funds will provide match for the program. The County's original application asked for \$300,000 in PHARE-Marcellus Shale funding and would have used \$50,000 in ACT 137 monies for a match. Since the amount of PHARE funds to be awarded is half the amount that was applied for, the amount of ACT137 funds used to match has also been reduced proportionately. A Budget Revision is included in the agreement package. This request includes approval for Commissioner Keith to sign the Conditional Award Letter and all necessary paperwork.

INDIANA COUNTY 2017 CDBG – ERNEST BOROUGH DEMOLITION PROJECT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to enter into a Contractor Right of Entry License Agreement with the Buffalo & Pittsburgh Railroad, Inc. The License Agreement will be for a 60 - day period to allow for the demolition of the Old Ernest Mine Office Building. The structure is on a portion of the Railroad's right-of-way and in order to enter into a demolition contract, Indiana County must secure the license agreement and comply with all insurance requirements. The agreement will not be dated until the demolition project has been advertised for bid and contract awarded with a start date. The project costs including the insurance expenses will be covered by the 2017 CDBG contract.

RESOLUTION – CFA MULTIMODAL TRANSPORTATION FUND GRANT APPLICATION – JIMMY STEWART AIRPORT / PLANNING

At the request of Byron Stauffer, Office of Planning and Development and on behalf of the Indiana County Airport Authority, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to authorize via resolution the filing of a Commonwealth Financing Authority (CFA) Multimodal Transportation Fund (MTF) grant application in the amount up to \$2,000,000 for the design, bidding and construction of the Phase I site work (apron, taxiway, drainage, SWM, lighting, and utilities for the subsequent construction of an approximate 10,000 square foot corporate hangar. If the CFA MTF funding is approved, it is also requested that a Cooperation Agreement be authorized between the project partners and the Indiana County Commissioners to administer the project through the Office of Planning & Development. This request also allows Commissioner Keith to sign on behalf of the Board of Commissioners and for the Executive Director of the Office of Planning & Development to submit the CFA MTF application and to implement the project scope.

GRANT AWARD...REHABILITATE TERMINAL AREA CONNECTOR TAXIWAYS, PHASE I / AIRPORT

At the request of Rick Fuellner, Airport, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a no match grant in the amount of \$288,000 for Phase I of the Rehabilitate Terminal Area Connector Taxiway Project at the Jimmy Stewart Airport.

INDIANA COUNTY HUMAN SERVICES BLOCK GRANT PLAN AND BUDGET FY 2021-2022 / BDHP

At the request of Tammy Calderone, Armstrong-Indiana Behavioral and Developmental Health Program (BDHP), a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the Indiana County Human Services Block Grant Plan for FY 2021-2022. This is an annual plan required by all counties in the Commonwealth of Pennsylvania to complete in order to identify local needs, develop goals and identify and track outcomes that support the implementation of services. Counties are responsible to complete the planning process and submit plans which describe how services are delivered in the areas of mental health, intellectual disabilities, homeless assistance, substance abuse disorder and the human services development fund. The plan also describes the coordination and cooperation efforts of all services and agencies. The agencies included in the block grant are Indiana County Department of Human Services, Armstrong-Indiana-Clarion Drug & Alcohol Commission, BDHP and Armstrong County Community Action Program. The total for both counties is \$7,214,485.00. Ms. Calderone thanked Lisa Spencer, Department of Human Services and Cami Anderson, Drug and Alcohol for their assistance in completing the application.

CHILD ACCOUNTING & PROFILE SYSTEM (CAPS) APPLICATION SERVICE PROVIDER AGREEMENT JULY 1, 2021 TO JUNE 30, 2022 / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to the Child Accounting & Profile System (CAPS) Application Service Provider Agreement for July 1, 2021 to June 30, 2022. This Application Service Provider Agreement provides our agency 24-hour system access for up to 50 authorized users. It provides secure Client Data, backup and/or recovery of Client Data on a daily and weekly basis, and telephone support. Cost is a prorated annual fee of \$34,388.56 paid through the Information & Technology Grant.

HIPAA BUSINESS ASSOCIATE AGREEMENT ADDENDUM / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve the HIPAA Business Associate Agreement Addendum. The HIPAA Privacy and Security Rules require Indiana County Children and Youth to enter into this Agreement with Avanco International, Inc. to obtain satisfactory assurances that Avanco International, Inc. will appropriately safeguard all Protected Health Information that Avanco International, Inc. receives from, creates, or receives on behalf of Indiana County Children and Youth. The purpose of this HIPAA Business Associate Agreement Addendum is to satisfy such standards and requirements of HIPAA and the HIPAA Regulations.

CONSULTING SERVICES ADDENDUM TO CHILD ACCOUNTING AND PROFILE SYSTEM APPLICATION SERVICE PROVIDER AGREEMENT / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the Consulting Services Addendum to Child Accounting and Profile System Application Service Provider Agreement. The Consulting Services Addendum allows for Avanco to provide Consulting Services to our agency if requested by our agency and agreed to by Avanco. Consulting Services could include addressing new software and hardware issues unrelated to CAPS issues already covered under the agreement; advising issues related to systems; addressing technical vendor relations; county strategic plan support, system research and design; project

assessment and management; systems analysis; data conversion and integration; systems administration, design, and development; business process engineering and review; application review and modification; minor software development; report development; and training and technical knowledge transfer. The Consultant fees vary from \$54.50 per hour to \$125.00 per hour depending on which consultant is utilized. If there is a need for consultant services, the cost will come from the IT Grant.

CHILD ACCOUNTING & PROFILE SYSTEM (CAPS) CWIS FY 21-22 / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to approve the Child Accounting & Profile System (CAPS) CWIS FY 21-22. CWIS is shared by fifty-six CAPS counties. The primary intervals are itemized in sections 1.1 to 1.3 of this agreement. The term of this agreement is July 1, 2021 through June 30, 2022. The total cost is \$350,000 and has been proportionally allocated across all CAPS counties based on the number of users in each county compared to the total number of CAPS users. The cost to Indiana County is a fixed price of \$4,291.32 and will be paid through the Information & Technology Grant.

APARTMENT LEASE CONTRACT...WESTGATE TERRACE ASSOCIATES / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a lease with Westgate Terrace Associates. This Apartment Lease Contract is for a two-bedroom apartment that will be available to homeless youth. These apartments are designed to be transitional housing for youths that have been involved with the child welfare system and frequently have no support system. While in the apartment, an independent living worker will work intensely with the youth and focus on those skills that will move them to independence such as job seeking, budgeting and any other skills identified. The lease term for this contract is August 1, 2021 to August 8, 2022 at the rate of \$713.00 per month plus electric. There is a \$12.00 Administration fee and a \$20.00 Sewage fee. The rates remain the same as the prior year's lease and will be paid out of the Independent Living Grant budget. Approval also allows Children and Youth Services the authority to sign where needed.

PRIVATE PROVIDER CONTRACTS FY 2021-22 / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with Forensic Counseling Services, Indiana, PA for FY 21-22 to provide non-placement services to Children & Youth Services and Juvenile Probation on an as needed basis.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with IUP Research Institute Center for Applied Psychology, Indiana, PA for FY 21-22 to provide non-placement services to Children & Youth Services and Juvenile Probation on an as needed basis.

BOARD APPOINTMENT...CAREER T.R.A.C.K

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the following appointments to the Career T.R.A.C.K. Board:

Mr. James Wiley, Indiana, PA
Mr. J.P. Habets, Blairsville, PA
Mr. Mark Hilliard, Indiana, PA

Term will expire June 20, 2023.

OTHER BUSINESS

Commissioner Gorman reported on the funding received for the Americas Recovery Program. A letter has been drafted to the boards and authorities to help reach the residents in the county and to help prioritize how this money may be used. There will also be continued discussion with the township and boroughs on how their funds will be used so we can leverage our dollars and avoid duplication. The next steps include how to reach the general public to solicit their input as well. Commissioner Hess reported that the county will receive \$3M from Economic Development Administrations to help communities that have historically lost jobs because of the closing coal power plants. Commissioner reminded residents that vaccines are available and encouraged those who did not get their vaccines to do so. He also announced that the Indiana County Fair is scheduled as planned for the week of August 30th to September 4th, and invited residents to visit the progress of the new Westmoreland County Community College.

NEXT REGULAR MEETING... AUGUST 11, 2021 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, August 11, 2021 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, a motion was made by Ms. Gorman, seconded by Ms. Hess to adjourn the meeting at 11:14 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman