

COUNTY COMMISSIONERS' WORK SESSION AGENDA
TUESDAY, MARCH 1, 2016

9:00 A.M.:

EXECUTIVE SESSION:

9:00 a.m.

Claudia Shank, Assistant County Solicitor

10:00 A.M.:

PUBLIC SESSION:

Approval of January 26, 2016 Work Session Minutes and February 2, 2016 Work Session Minutes. Postpone approval of February 9, 2016 Work Session Minutes.

Announcements:

- 1.) The Board of Commissioners met in an Executive Session on Wednesday, February 17, 2016 at 3:35 p.m. to discuss personnel matters related to the discipline, suspension and termination of employees; and potential litigation and litigation including the Hepner matter, Fisher matter, Abronte matter, Benjamin matter, Noviho matter and Christner matter.
- 2.) The Board of Commissioners met in an Executive Session on Tuesday, February 23, 2016 at 9:05 a.m. to discuss potential litigation and litigation matters including the Pugliese case, Christner case and pending Office of Open Records appeals, and also discussed personnel matters related to the hiring, discipline, suspension and termination of employees.
- 3.) An evening Commissioners' Meeting will be held on Wednesday, March 9, 2016 at 7:00 p.m. at Denver Borough Municipal Building, 501 Main Street, Denver, Pennsylvania. There will be no Commissioners' Meeting scheduled for Wednesday morning, March 9, 2016 at 9:15 a.m.
- 4.) There will be no Work Session held on Tuesday, March 15, 2016.
- 5.) In compliance with the Prison Rape Elimination Act (PREA), the Lancaster County Youth Intervention Center has published its annual report and provided it to the Board of Commissioners. The Report is now available for public inspection on the County's website. Questions about the Report or the implementation of the PREA at the Youth Intervention Center should be directed to Director Drew Fredericks.

10:00 a.m.

Appointment of County Solicitor (action requested at today's Work Session; please refer to attached Resolution No. 23 of 2016)

10:05 a.m.

Jean Rehrig, Portfolio Manager, EDC Finance Corporation – Next Generation Farmer Loan Applications (please refer to Resolution No. 24 of 2016 and Resolution No. 25 of 2016 on tomorrow's agenda)

10:10 a.m.

James Noel, Esquire, Solicitor to the Lancaster County Hospital Authority – Amendment to the Articles of Incorporation of the Lancaster County Hospital Authority (please refer to Resolution No. 26 of 2016 on tomorrow's agenda)

- 10:15 a.m.** Lawrence George, Executive Director, or Judy Erb, Deputy Director, Behavioral Health/Developmental Services – Amended Agreement (please refer to motion on tomorrow’s agenda)
- 10:20 a.m.** Crystal Natan, Executive Director, Children and Youth Agency – Agreements (please refer to motion on tomorrow’s agenda)
- 10:25 a.m.** Dale Brubaker, Grant Specialist, and Susan Ellison, Assistant District Attorney – Grant Application (action requested at today’s Work Session; please refer to attached motion)
- 10:35 a.m.** James Cowhey, Executive Director, and Scott Standish, Director for Countywide Planning, Planning Commission – License Order (please refer to motion on tomorrow’s agenda) and Municipal Transportation Grant Forgiveness Request (please refer to motion on tomorrow’s agenda)
- 10:40 a.m.** James Fasnacht, Senior Buyer, Purchasing – Bid Award for Chemicals (please refer to Resolution No. 27 of 2016 on tomorrow’s agenda)
- 10:45 a.m.** Harry Klinger, Director of Purchasing, and Mike Sload, Deputy Director of Budget Services – Agreement (please refer to motion on tomorrow’s agenda) and Disposal of Used Vehicles (please refer to Resolution No. 28 of 2016 on tomorrow’s agenda)

Other Discussion Items:

1. Appointments/Reappointments to County Boards
2. March 2, 2016 Commissioners’ Meeting Agenda

Adjourn



Youth Intervention Center

235 Circle Avenue
Lancaster, PA 17602-3224

Phone: 717-299-7821

Fax: 717-209-3314

Email: frederid@co.lancaster.pa.us

www.co.lancaster.pa.us

County Commissioners

ennis P. Stuckey, Chairman
oshua G. Parsons, Vice-Chairman
raig E. Lehman, Commissioner

Director

rew Fredericks

February 12, 2016

Dear Board of Commissioners,

The Prison Rape Elimination Act (PREA) was enacted in 2003 to eliminate sexual abuse and harassment in confinement settings. PREA's implementing regulations, the "Final National Standards to Prevent, Detect and Respond to Prison Rape," were published by the Department of Justice and became effective on June 20, 2012.

The Lancaster County Youth Intervention Center completed our first audit on October 30, 2014 which we were found to be in full compliance with the Act. We subsequently published our 2014 Annual Report to the public in January 2015. Attached you will find our 2015 Annual Report which will be published for public review on the County's website in the very near future.

Section § 115.388 (Data review for corrective action) of the Act requires the following:

- (a) The agency shall review data collected and aggregated pursuant to § 115.387 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including:
 - (1) Identifying problem areas;
 - (2) Taking corrective action on an ongoing basis; and
 - (3) Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole.
- (b) Such report shall include a comparison of the current year's data and corrective actions with those from prior years and shall provide an assessment of the agency's progress in addressing sexual abuse.
- (c) The agency's report shall be approved by the agency head and made readily available to the public through its website or, if it does not have one, through other means.
- (d) The agency may redact specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility, but must indicate the nature of the material redacted.

The Youth Intervention Center is pleased to announce that we had zero (0) PREA related incidents in 2015. The Youth Intervention Center strives to ensure the sexual safety of all residents and continues to thoroughly investigate any allegations or incidents of sexual abuse or harassment. The Youth Intervention Center also ensures that all employees and contracted service staff are frequently trained in the standards to prevent, detect and respond to prison rape.

Please feel free to contact me with any questions or concerns.

Sincerely,

Drew Fredericks, Director





2015 Prison Rape Elimination Act (PREA) Annual Report Lancaster County Youth Intervention Center

Introduction

The Prison Rape Elimination Act (PREA) was enacted in 2003 to eliminate sexual abuse and harassment in confinement settings. PREA's implementing regulations, the "Final National Standards to Prevent, Detect and Respond to Prison Rape," were published by the Department of Justice and became effective on June 20, 2012.

The County of Lancaster owns and operates the Lancaster County Youth Intervention Center. The director of the Youth Intervention Center is appointed by the Lancaster County Board of Commissioners. The Center provides both detention and shelter care services for males and females from the ages of 10 to 18. The Detention program has a 60 bed capacity, the Shelter program has a 24 bed capacity, and P.U.L.S.E. Weekend Program has a 12 bed capacity. The Center provides temporary safe and secure care for alleged delinquent juveniles and dependent juveniles. The Center also operates a treatment-based weekend program. The Youth Intervention Center is licensed by the Pennsylvania Department of Human Services and abides by their regulations. The County of Lancaster has zero tolerance toward all forms of sexual abuse and sexual harassment of all residents at the Lancaster County Youth Intervention Center. Residents of the Youth Intervention Center cannot give consent to engage in any sexual activity, regardless of age. Accordingly, it is the Youth Intervention Center's policy to ensure that any form of sexual activity between residents or between residents and staff, volunteers, or contract employees, regardless of consent, is strictly prohibited. Such conduct is subject to administrative disciplinary sanctions and may result in criminal prosecution.

In order to demonstrate compliance with PREA, juvenile facilities such as the Youth Intervention Center must be audited every three years. The Youth Intervention Center was audited by a U.S. Department of Justice-certified PREA auditor on October 28, 29, and 30, 2014. This audit revealed that the Youth Intervention Center met all the standards to prevent, detect and respond to prison rape, and exceeded the standards in resident reporting requirements. The next PREA audit scheduled to occur at the Youth Intervention Center will take place in October 2016.

The Youth Intervention Center collects data on every allegation of attempted and/or completed sexual abuse and sexual harassment at the facility, regardless of the ultimate outcome of the investigation. Each allegation is reported to ChildLine and the Lancaster County Detectives Unit or the Lancaster City Bureau of Police. Upon completion of the investigation by the appropriate law enforcement agency, the entire incident is reviewed by the Youth Intervention Center's administration. The purpose of the review is to determine if any changes to policy or practice at the Youth Intervention Center are needed to prevent future incidents. At the conclusion of the review, the review team prepares a report with its findings and recommendations.

Definitions

Youth on youth non-consensual sexual acts – Sexual contact of any person without his or her consent, or of a person who is unable to consent or refuse; and sexual contact between the penis and the vulva or the penis and the anus including penetration, however slight; or contact between the mouth and the penis, vulva, or anus; or penetration of the anal or genital opening of another person, however slight, by a hand, finger, object, or other instrument.

Youth on youth abusive sexual contact – Sexual contact of any person without his or her consent, or of a person who is unable to consent or refuse; and intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks of any person. (This excludes any incidents in which the contact was incidental to a physical altercation).

Youth on youth sexual harassment – Repeated and unwelcome sexual advances and requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one youth directed toward another.

Staff sexual misconduct – Any behavior or act of a sexual nature directed toward a youth by an employee, volunteer, contractor, official visitor or other agency representative (excluding family, friends or other visitors). Sexual relationships of a romantic nature between staff and youths are included in this definition. Consensual or non-consensual sexual acts include:

- Intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks that is unrelated to official duties or with the intent to abuse, arouse, or gratify sexual desire; or
- Completed, attempted, threatened, or requested sexual acts; or
- Occurrences of indecent exposure, invasion of privacy, or staff voyeurism for reasons unrelated to official duties or for sexual gratification.

Staff sexual harassment – Repeated verbal statements, comments or gestures of a sexual nature to a youth by an employee, volunteer, contractor, official visitor, or other agency representative (excluding family, friends, or other visitors). This includes:

- Demeaning references to gender, or sexually suggestive or derogatory comments about body or clothing; or
- Repeated profane or obscene language or gestures.

Substantiated allegation – An allegation that was investigated and determined to have occurred.

Unsubstantiated allegation – An allegation that was investigated and produced insufficient evidence to make a final determination as to whether or not the event occurred.

Unfounded allegation – An allegation that was investigated and determined not to have occurred.

Facility Statistics

Number of Persons Held in Facility on December 31, 2015	2015	2014
Total	45	43
Males	35	30
Females	10	13

Ages of Persons Held in Facility on December 31, 2015	2015	2014
Age 17 or younger	43	40
Age 18 to 20	2	3
Age 21 or older	0	0

Number of Persons Admitted to or Discharged From Facility between January 1, 2015 and December 31, 2015	2015	2014
Total Number Admitted	532	545
Total Number Discharged	553	571

Youth on Youth Sexual Victimization

In 2015, there were zero (0) reports of youth on youth sexual victimization.

Youth on Youth Nonconsensual Sexual Acts	2015	2014
Total Allegations	0	0
Substantiated	0	0
Unsubstantiated	0	0
Unfounded	0	0
Investigation Ongoing	0	0

Youth on Youth Abusive Sexual Contact	2015	2014
Total Allegations	0	0
Substantiated	0	0
Unsubstantiated	0	0
Unfounded	0	0
Investigation Ongoing	0	0

Youth on Youth Sexual Harassment	2015	2014
Total Allegations	0	0
Substantiated	0	0
Unsubstantiated	0	0
Unfounded	0	0
Investigation Ongoing	0	0

Staff Sexual Misconduct

In 2015, there were zero (0) allegations of staff sexual misconduct which was investigated and unfounded.

Staff on Youth Sexual Misconduct	2015	2014
Total Allegations	0	1
Substantiated	0	0
Unsubstantiated	0	0
Unfounded	0	1
Investigation Ongoing	0	0

In 2015, there were zero (0) reports of staff sexual harassment.

Staff on Youth Sexual Harassment	2015	2014
Total Allegations	0	0
Substantiated	0	0
Unsubstantiated	0	0
Unfounded	0	0
Investigation Ongoing	0	0

Total Substantiated Incidents for 2015: 0

Conclusion

The Lancaster County Youth Intervention Center strives to ensure the sexual safety of all residents and continues to thoroughly investigate any allegations or incidents of sexual abuse or harassment.

Anyone who suspects a resident of the Youth Intervention Center is being sexually abused or sexually harassed is urged to contact one of the following entities:

ChildLine

1-800-932-0313

www.compass.state.pa.us/cwis/public/home

YWCA of Lancaster

110 N. Lime Street

Lancaster, PA 17602

24-Hour Sexual Assault Hotline

717-392-7273

Lancaster City Bureau of Police

717-735-3300

Lancaster County Detectives

717-299-8100

Director of the Youth Intervention Center

717-299-7821

Any questions or concerns regarding the implementation of the Prison Rape Elimination Act (PREA) at the Lancaster County Youth Intervention Center should be directed to the Lancaster County PREA Coordinator at 717-735-1584.

RESOLUTION NO. 23 OF 2016

On motion of Commissioner _____, seconded by Commissioner _____;

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,
That Crystal Clark, Esquire, Attorney-At-Law, admitted to practice in the Courts of the Commonwealth of Pennsylvania, be and is hereby appointed Solicitor for the County of Lancaster, Pennsylvania effective March 1, 2016 through May 31, 2016.

I, Lisa L. Johnson, Assistant Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its Work Session held on the 1st day of March, 2016.

ATTEST:

Assistant Chief Clerk
County of Lancaster, Pennsylvania
Date: March 1, 2016

3/01/16

RESOLUTION NO. 24 OF 2016

**FUNDING THROUGH THE
NEXT GENERATION FARMER LOAN PROGRAM**

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has held a public hearing on an application/project in the total amount of \$520,000.00 for the Next Generation Farmer Loan for G. Wesley Nolt, East Drumore Township, Lancaster County, which is in accordance with the Tax Equity and Fiscal Responsibility Act of 1982; and

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has determined that the application/project conforms to the public purpose, eligibility, and financial responsibility requirements of the Pennsylvania Economic Development Financing Law and approved the above application/project at a publicly advertised meeting; and

WHEREAS, The project's details are set forth in the public notice announcement on file in the Penn Township Lancaster County Industrial Development Authority Office.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LANCASTER, PENNSYLVANIA, That the Board hereby approves the revenue obligation or tax exempt issues as stated above; and

BE IT FURTHER RESOLVED, That the approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of the principal of, or interest on, any obligations issued by the Authority.

ADOPTED this 2nd day of March, 2016 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lisa L. Johnson, Assistant Chief Clerk
County of Lancaster, PA
Date: March 2, 2016

Dennis P. Stuckey, Chairman

Joshua G. Parsons, Vice Chairman

Craig E. Lehman

**Board of Commissioners of
Lancaster County, Pennsylvania**

**Penn Township Lancaster County
Industrial Development Authority**

Board Members

Thomas Kifolo,
Chair

Seth Obetz, Vice
Chair

Wayne B. Martenas
Secretary

Richard Toews
Treasurer

Elizabeth S. Logan,
Assistant Secretary-
Treasurer

David W. Kratzer, Jr.
Township Manager

Sean B. Frederick, Esq.,
Solicitor

PROJECT NARRATIVE

G. Wesley Nolt

Next Generation Farm Loan

Project Description: G. Wesley Nolt will purchase the 115.6 acre family farm from the parent of G. Wesley Nolt. The farm is located at 987 Goshen Mill Road, Peach Bottom, East Drumore Township, Lancaster County, PA. The farm is a crop farm which consists of corn, soybeans and wheat. The farm is being sold to G. Wesley for \$900,000 with NGFLP funding \$520,000 for the agricultural land purchase. The seller will provide a \$380,000 in-kind gift towards purchase. Additionally, G. Wesley will pay for the closing costs of \$6,000.

Project Cost: \$906,000.00

Amount of IDA Financing: \$520,000 (NGFL)

Location of Project: 987 Goshen Mill Road, Peach Bottom, Lancaster County, PA

Is Farm Preserved: Yes No X

Bank: Fulton Bank, Lamar King

Timeline: The G. Wesley Nolt plans to close this loan in the April 1st of 2016.

RESOLUTION NO. 25 OF 2016

**FUNDING THROUGH THE
NEXT GENERATION FARMER LOAN PROGRAM**

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has held a public hearing on an application/project in the total amount of \$350,000.00 for the Next Generation Farmer Loan for Samuel S. and Marian F. Stoltzfus, Leacock Township, Lancaster County, which is in accordance with the Tax Equity and Fiscal Responsibility Act of 1982; and

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has determined that the application/project conforms to the public purpose, eligibility, and financial responsibility requirements of the Pennsylvania Economic Development Financing Law and approved the above application/project at a publicly advertised meeting; and

WHEREAS, The project's details are set forth in the public notice announcement on file in the Penn Township Lancaster County Industrial Development Authority Office.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LANCASTER, PENNSYLVANIA, That the Board hereby approves the revenue obligation or tax exempt issues as stated above; and

BE IT FURTHER RESOLVED, That the approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of the principal of, or interest on, any obligations issued by the Authority.

ADOPTED this 2nd day of March, 2016 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lisa L. Johnson, Assistant Chief Clerk
County of Lancaster, PA
Date: March 2, 2016

Dennis P. Stuckey, Chairman

Joshua G. Parsons, Vice Chairman

Craig E. Lehman

**Board of Commissioners of
Lancaster County, Pennsylvania**

3/02/16

**Penn Township Lancaster County
Industrial Development Authority**

Board Members

Thomas Kifolo,
Chair

David W. Kratzer, Jr.
Township Manager

Seth Obetz, Vice
Chair

Sean B. Frederick, Esq.,
Solicitor

Wayne B. Martenas
Secretary

PROJECT

Richard Toews
Treasurer

Samuel S. & Marian F. Stoltzfus

Elizabeth S. Logan,
Assistant Secretary-
Treasurer

Next Generation Farm Loan

Project Description: Samuel S. & Marian F. Stoltzfus will purchase the 18.9 acre family farm from the parents of Marian Stoltzfus. The farm is located at 3330 West Pequea Lane, Gordonville, Leacock Township, Lancaster County, PA. The farm is a crop farm that consists of corn and soybeans. The farm is being sold to Samuel & Marian for \$350,000 with NGFLP funding \$350,000, seller is providing a \$150,000 in-kind gift for the non-ag residence and \$6,000 in closing costs will be paid in cash by Samuel & Marian.

Project Cost: \$506,000

Amount of IDA Financing: \$350,000 (NGFL)

Location of Project: 3330 West Pequea Lane, Gordonville PA

Is Farm Preserved: Yes No X

Bank: Fulton Bank, Lamar King

Timeline: The Stoltzfus plan to close this loan by the end of March 2016

RESOLUTION NO. 26 OF 2016

ADOPTING AND APPROVING AN AMENDMENT TO THE ARTICLES OF INCORPORATION OF LANCASTER COUNTY HOSPITAL AUTHORITY, AS PROPOSED BY RESOLUTION OF THE BOARD OF SAID AUTHORITY; SETTING FORTH THE PROPOSED AMENDMENT; AND AUTHORIZING SAID AUTHORITY AND PROPER OFFICERS THE AUTHORITY TO EXECUTE, VERIFY AND FILE APPROPRIATE ARTICLES OF AMENDMENT.

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, The County of Lancaster, Pennsylvania (the "County"), by appropriate action heretofore caused to be incorporated the LANCASTER COUNTY HOSPITAL AUTHORITY (the "Authority"), under provisions of the Municipality Authorities Act of 1945", approved May 2, 1945, P.L. 382, as amended and supplemented, of the Commonwealth of Pennsylvania (the "Authorities Act"); and

WHEREAS, The Authority, by Resolution duly adopted (the "Resolution"), has submitted to the Board of County Commissioners of the County of Lancaster, a proposed amendment to its Articles of Incorporation so as to increase its term of existence, which amendment is authorized and permitted by the Authorities Act, and

WHEREAS, The Authorities Act provides, among other things, that the Board of Commissioners (the "Board") of this County, being the governing authority of the municipality composing the Authority, shall adopt or reject said proposed amendment by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LANCASTER, PENNSYLVANIA, as follows:

SECTION 1: The Board of this County hereby adopts and approves the amendment to the Articles of Incorporation of the Authority as proposed by a Resolution duly adopted by the Board of the Authority, a copy of which Resolution has been submitted to the Board of this County.

SECTION 2. The amendment to the Articles of Incorporation of the Authority, which hereby is adopted and approved, shall amend the Articles of Incorporation in order to increase the term of existence of the Authority by amending and restating paragraph 7 of its Articles of Incorporation its entirety, in order that said paragraph 7 of its Articles of Incorporation shall read as hereinafter set forth in full:

"7. The term of existence of said Lancaster County Hospital Authority shall be for a period ending December 31, 2065."

SECTION 3. Proper officers of the Authority hereby are authorized to execute, verify and file appropriate Articles of Amendment with the Secretary of the Commonwealth of Pennsylvania and to take all other action and to do all other things which may be necessary in order to accomplish the amendment of the Articles of Incorporation of the Authority in the manner herein adopted and approved.

"continued"

Resolution No. 26 of 2016

Page 2

SECTION 4. All resolutions or parts of resolutions, insofar as the same shall be inconsistent herewith, shall be and the same hereby expressly are repealed.

Duly adopted this 2nd day of March, 2016.

COUNTY OF LANCASTER, PENNSYLVANIA

Dennis P. Stuckey, Chairman

ATTEST:

Joshua G. Parsons, Vice Chairman

Assistant Chief Clerk

Craig E. Lehman, Commissioner

3/02/16

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

Date you would like the County Commissioners'

Wednesday, March 2, 2016

To take official action on this item?:

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

James K. Noel, IV, Esquire, Solicitor to the Authority

Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:

James K. Noel, IV, Esquire, Solicitor to the Authority

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings.

Exceptions to this deadline must be approved by the County Administrator.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of Behavioral Health/Developmental Services (BH/DS), to approve the following:

Amended Agreement No. 1 With:

The Arc of Lancaster County
Lancaster, Pennsylvania

Purpose:

To provide for additional Independent Monitoring for Quality (IM4Q) services.

Amount/Term:

Increase the amount of the existing contract by \$79,533.00, for a total contract amount not to exceed \$124,133.00 for Fiscal Year 2015-2016.

3/02/16

REQUEST SUMMARY
 ITEMS FOR COMMISSIONERS' AGENDA ON MARCH 1, 2016
 FROM

LANCASTER COUNTY BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

ITEM #	UNIT	NAME OF CONTRACT PROVIDER	TERM	BUDGET AMOUNT BEING REQUESTED	PERCENT OF INCREASE/ DECREASE	GOALS (Define goals by percentages when applicable)	TRENDS
1	ID	The Arc of Lancaster County	07/01/15 - 06/30/16	\$124,133.00	178.33% Increase	N/A	This amendment increase the contract by \$79,533.00 for Independent Monitoring for Quality (IM4Q) services.

**COVER SHEET FOR
CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

Name and Title: Lawrence M. George, Executive Director

Submitted by: Department: Lancaster County Behavioral Health/Developmental Services

Date: 2/23/16

Board Action Requested:
(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Service Agreement Contract – Fiscal Year 2015 / 2016 Amendment #001

Provider Information: (Name, Address): The Arc of Lancaster County

630 Janet Ave

Lancaster, PA 17601

Proposed Program Budget Information:

Service	2015-2016 Amendment Amount to be Approved	2015-2016 Original Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Training and quality monitoring	\$124,133.00	\$44,600.00	\$79,533.00	178.33%	IM4Q, ID Block Grant

Term of Contract: 07/01/2015 to 06/30/2016

Budget Comments: Amendment #1: Increase contract by \$79,533.00 for IM4Q services. See Special Terms and Conditions.

Program Information: The Arc of Lancaster County provides family education services, as well as program quality monitoring.

Description of Service: The Arc of Lancaster County provides family education services, as well as program quality monitoring.

Date you would like the County Commissioners' to take official action on this item?: 3/1/16

Who will be in attendance at the County Commissioners' Work Session? Please include name and title: Lawrence M. George BH/DS Executive Director or Judy Erb BH/DS Deputy Director

Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title: Lawrence M. George BH/DS Executive Director or Judy Erb BH/DS Deputy Director

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Children and Youth Agency and/or the Office of Juvenile Probation, to approve the following:

<u>Agreements With:</u>	<u>For:</u>	<u>Amounts Fiscal Year 2015-2016</u>
Bethany Home, Inc. Womelsdorf, PA	Trauma Informed Residential	\$230.00/day
	Trauma Informed Short-Term	\$230.00/day
	Trauma Informed Shelter Care	\$220.00/day
	Independent Living Program	\$230.00/day
	Supervised Independent Living	\$230.00/day
	Intensive Residential Program	\$230.00/day
Devereus Foundation King of Prussia, PA	Mapleton Residential	\$0.00
	Brandywine Residential	\$0.00
	Stone and Gables Residential	\$0.00
	Children's I/DD Services Full Funding (Treatment and Room and Board)	\$294.08/day
	Children's I/DD Services Maintenance (Room and Board)	\$100.28/day
	Disruptive Behavior Disorders Program Full Funding (Treatment and Room and Board)	\$336.62/day
	Disruptive Behavior Disorders Program Maintenance (Room and Board)	\$198.26/day
	Sexual Responsibility Program Full Funding (Treatment and Room and Board)	\$331.89/day
	Sexual Responsibility Program Maintenance (Room and Board)	\$193.52/day
	Treatment Family Foster Care (ages 0-12)	\$172.09/day
Treatment Family Foster Care (ages 13 and over)	\$182.30/day	
KidsPeace National Centers, Inc. Schnecksville, PA	Therapeutic Out-of-Home (Room and Board)	\$14.98/day
	Therapeutic Out-of-Home (Treatment)	\$88.95/day
	Regular Foster Care	\$53.58/day
	Intensive Foster Care	\$101.91/day
	Specialized Foster Care	\$91.40/day
	Clinical Shelter Care	\$314.23/day
	Residential Diagnostic	\$314.23/day
	Residential Treatment Facility	\$0.00
Residential Treatment Facility - Personal Care Cost	\$3.00/day	
NHS Pennsylvania Harrisburg, PA	Therapeutic Family Care – Room and Board	\$29.29/day
	Foster Care Plus	\$91.00/day
	Enhanced Foster Care	\$120.21/day
	Foster Care Respite	\$96.80/day

"continued"

<u>Agreements With:</u>	<u>For:</u>	<u>Amounts Fiscal Year 2015-2016</u>
United Children's Homes, Inc. West Hazelton, PA	Community Based Residential	\$138.13/day
Valley Youth House, Inc. Lancaster, PA	Supervised Independent Living – Single Rate (non 24 hour care)	\$116.93/day
	Supervised Independent Living – Plus Rate (24 hour care)	\$146.09/day
	Supervised Independent Living – High Structured Apartment Living	\$187.08/day
	Independent Living REAL Mom Only	\$178.38/day
	Independent Living REAL Baby Only	\$50.99/day

3/02/16

REQUEST SUMMARY

ITEMS FOR COMMISSIONERS' AGENDA ON MARCH 2, 2016

from

Crystal A. Natan, Executive Director, Children and Youth Agency
David H. Mueller, Director, Juvenile Probation Office

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
1	Bethany Home, Inc. (Berks County)	7/01/15- 6/30/16	Trauma Informed Residential Trauma Informed Short-Term Trauma Informed-Shelter Care Independent Living Program Supervised Independent Living Intensive Residential Program	\$230.00 \$230.00 \$220.00 \$230.00 \$230.00 \$230.00	51.82% 40.24% 10.00% 35.29% NEW NEW	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Bethany Home provides residential and emergency shelter services to children requiring more structure and programming than they might receive in traditional foster care. Services include family, group and individual counseling, life skills education, therapeutic recreational services, and music therapy. This facility also accepts children with difficult behavioral issues who need emergency shelter care but are too young for the YJC. Bethany Home also offers Independent Living Services. This service will be used for our older youth to help transition themselves to live independently after aging out of the foster care system. In 2015-16, Bethany made the following updates to their campus: added clinical support for youth, using CANS for outcomes, trained staff in Trauma Focused Cognitive Behavioral Therapy, advocating for youth to have part time jobs and to be involved in extracurricular school activities, transporting youth to these activities, added video cameras and alarms to the cottages, and updated the interior of the cottages. Bethany incurred significant costs to make these upgrades.

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
2	Devereux Foundation (Delaware County)	7/01/15- 6/30/16	Mapleton Residential Brandywine Residential Stone and Gables Residential Children's /IDD Services Full Funding Children's /IDD Services Maintenance Disruptive Behavior Disorders Full Funding Disruptive Behavior Disorders Maintenance Sexual Responsibility Full Funding Sexual Responsibility Maintenance Treatment Family Foster Care (0-12) Treatment Family Foster Care (13-over)	\$0.00 \$0.00 \$0.00 \$294.08 \$100.28 \$336.62 \$198.26 \$331.89 \$193.52 \$172.09 \$182.30	0.00% 0.00% 0.00% NEW 2.00% 2.00% NEW NEW NEW NEW NEW	Expected outcome goal information from providers for FY 2015-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by the Department of Human Services's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA. The Treatment Family Program rate is the amount Devereux submitted to and is hoping to have approved by OCYF. If OCYF does not approve the rate, Devereux will adjust their rate accordingly.	Devereux is a member of JCAHO (Joint Commission for Accreditation of Healthcare Organizations) and provides Residential Treatment Services for children with medically necessary behavioral health issues. Medicaid covers the cost of these services, which include a continuum of mental health programs. The only cost to the County is a \$4 per day clothing allowance. In the event a child is placed prior to Medicaid approval, the Agency is required to cover the medical treatment costs. In 2015-16, Devereux is also offering Children's Intellectual and Developmental Disabilities Services, a Disruptive Behavior Disorders Program, a Sexual Responsibility Program, and a Treatment Family Intensive Foster Care Program. These services will be beneficial to a select population of children placed in the care of Lancaster County Children and Youth, including those with autism and behavioral and emotional disorders.

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
3	KidsPeace National Centers, Inc. (Lehigh County)	7/01/15- 6/30/16	Therapeutic Out-of-Home (Room and Board) Therapeutic Out-of-Home (Treatment) Regular Foster Care Intensive Foster Care Specialized Foster Care Clinical Shelter Care Residential/Diagnostic Residential Treatment Facility Personal Care Cost	\$14.98 \$88.95 \$53.58 \$101.91 \$91.40 \$314.23 \$314.23 \$0.00 \$3.00	0.00% 0.00% 0.00% 0.00% NEW 0.00% 0.00% 0.00% 0.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	KidsPeace continues to accept our most difficult children. The Therapeutic Out-of-Home Treatment program provides a family-based alternative to placement in a more restrictive setting. KidsPeace's Foster Care programs offer resiliency-focused and trauma-sensitive individualized services. The Clinical Shelter Program offers crisis stabilization and assessment services for children experiencing emotional, behavioral and social adaptation problems. The Residential Treatment program provides highly structured psychiatric care for clients requiring 24-hour clinical, residential, and educational services.
4	NHS Pennsylvania (Dauphin County)	7/01/15- 6/30/16	Therapeutic Family Care Foster Care Plus Enhanced Foster Care Respite	\$29.29 \$91.00 \$120.21 \$96.80	1.98% 2.87% NEW 2.00%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Northwestern Human Services provides placement services to dependent children. The Therapeutic Foster Care homes available through NHS of PA address the mental health problems of children who can be served in foster homes. It is affiliated with Medicaid and counties pay only room and board, in most cases. Foster Care Plus families receive specialized training and are able to manage children in crisis, those in need of emergency shelter care, and youth who are in transition from another treatment setting to include therapeutic family care or residential treatment facilities. New to this contract is the addition of Enhanced Foster Care services, which will be utilized for children with advanced levels of medical or behavioral needs.

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
5	United Children's Homes, Inc. (Luzerne County)	7/01/15- 6/30/16	Community Based Residential	\$138.13	10.64%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	United Children's Homes, Inc. is a non-profit corporation established to enhance the quality of life for children and families by utilizing out-of-home care and counseling. A wide range of services, including food, clothing, shelter, medical care and psychotherapeutic supports, are employed in quality service delivery. They provide a high level of supervision in a home-like atmosphere, instilling the value of education and rebuilding boys' ability to attach and trust.
6	Valley Youth House, Inc. (Lehigh County)	7/01/15- 6/30/16	Single Rate (Non 24 hour care) Plus Rate (24 hour care) High Structure Apartment Living IL REAL Mom Only IL REAL Baby Only	\$116.93 \$146.09 \$187.08 \$178.38 \$50.99	0.54% 2.50% 0.00% NEW NEW	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	Valley Youth House provides independent living services for adolescent youth between 16 and 21. All students are involved in school, work, or job training; life skills training on an individual basis; individual and/or family counseling; and an interpersonal and life skills group. All clients assist in developing an individualized goal plan. Youth live in supervised apartments which have the capacity to serve four at a time. New in 2015-16, is the addition of REAL (Realistic Environment for Adolescent Living) Mom and Baby services. Youth are under the supervision of an on-site Resident Advisor. Money for food and transportation is provided to the youth.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the District Attorney's Office, to approve the following:

Grant Application With:

Office on Violence Against Women (OVW), U.S. DOJ
Washington, D.C.

Purpose:

To submit an application for "Improving Criminal Justice Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking Grant Program." Grant funding would be used for salaries, a contractual agreement with Domestic Violence Services of Lancaster County to perform the work of the proposed grant activity, computer equipment and required travel for OVW training. The goal is to create a centralized minor judiciary court to process misdemeanor and non-complex felony domestic violence, dating violence and stalking cases through the collaboration of the County of Lancaster, Lancaster County District Attorney's Office, and Office on Domestic Violence Services of Lancaster County.

Amount/Term:

Not to exceed \$415,000.00 for a three-year grant period commencing October 1, 2016 through September 30, 2019 (100% Federal funding).

3/01/16

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

COVER SHEET FOR

CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.

Submitted by: Name and Title: Dale Brubaker, Grant Specialist
 Department: District Attorney's Office
 Date: February 25, 2016

Board Action Requested:
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

Approval to submit a grant application

Provider Information: (Name, Address):

Office on Violence Against Women, U.S.D.O.J.
 145 N Street, NE
 Washington, D.C. 20530

Proposed Program Budget Information:

Service	2015-2016 Amount to be Approved	2014-2015 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Approval to submit application	415,000				100% Federal

Term of Contract: 3 year grant period October 1, 2016 – September 30, 2019

Budget Comments:

Program Information:

Description of Service:

We are seeking approval to submit an application to the OVW FY 2016 Improving Criminal Justice Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking Grant Program.

Funding will be used for salaries, a contractual agreement with Domestic Violence Legal Center, computer equipment and required travel for OVW training.

Our goal is to receive grant funding to create a centralized minor judiciary court to process misdemeanor and non-complex felony domestic violence, dating violence and stalking cases. Appropriate cases will be fast-tracked to place offenders into rehabilitative services as quickly as possible, thereby helping to reduce recidivist offender behavior.

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

March 1, 2016

Date you would like the County Commissioners'

To take official action on this item?:

Dale Brubaker, Grant Specialist

Susan Ellison, Asst. District Attorney

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be approved by the County Administrator.

REQUEST SUMMARY

ITEMS FOR COMMISSIONERS' AGENDA ON MARCH 2, 2016

from

James R. Cowhey, AICP, Executive Director, Planning Commission

Item #	Name of Contract Provider	Term	Amount being Requested	Percent of Increase/ Decrease	Goals (Define goals by percentages when applicable)	Trends
1.	Contract between Nielsen Company, LLC and County of Lancaster	3/20/2016 to 3/19/2017	\$18,300	7.65% increase	Provides 1 user license for access to: Segmentation & Market Solutions - Express Insights Business Data Bundle Segmentation Bundle - PRIZM	-
2.	Contract between East Earl Township and County of Lancaster	2008 Municipal Transportation Grant - 08-00429	\$150,081.14	--	East Earl Township request forgiveness of funds received in the amount of \$150,081.14.	-

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve the following:

License Order With:

The Nielsen Company (US), LLC
Ithaca, New York

Purpose:

To provide one user license for access to Segmentation and Market Solutions Express Insights, Business Data Bundle, and Segmentation Bundle-PRIZM.

Amount/Term:

Not to exceed \$18,300.00 for the period March 20, 2016 through March 19, 2017.

3/02/16

COVER SHEET FOR

CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.

Submitted by: Name and Title: James R. Cowhey, AICP, Executive Director
Department: Planning
Date: 3/2/2016

Board Action Requested:
(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)
Approve agreement between Nielsen Company, LLC and County of Lancaster for Segmentation & Market Solutions Licensed Materials user license

Provider Information: (Name, Address):
The Nielsen Company (US), Inc.
53 Brown Road
Ithaca, NY 14850

Proposed Program Budget Information:

Service	2016 Amount to be Approved	2015-2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Total cost	\$18,300	\$17,000	\$1,300	7.65%	100% County

Term of Contract: Effective 3/20/2016 to 3/19/2017

Budget Comments: Expense included in 2016 budget.

Program Information:

Description of Service:
Provides 1 user license for access to:
Segmentation & Market Solutions Express Insights, Business Data Bundle, and Segmentation Bundle-PRIZM.

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source
N/A	N/A	N/A	N/A	N/A

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
N/A	N/A	N/A	N/A

Date you would like the County Commissioners'

3/2/2016

To take official action on this item?:

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

James R. Cowhey, AICP
Executive Director

Scott W. Standish
Director for Countywide Planning

Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:

James R. Cowhey, AICP
Executive Director

Scott W. Standish
Director for Countywide Planning

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be authorized by the Chief Administrative Officer.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve a request from East Earl Township for forgiveness of funds spent to date for the following Municipal Transportation Grant due to the cancellation of project by the East Earl Township Board of Supervisors at its January 12, 2016 meeting:

<u>Grant Year</u>	<u>Grantee/Project</u>	<u>Forgiveness Request Amount:</u>
2008	East Earl Township PA 897/US 322 Intersection Realignment Improvement Project	\$150,081.14

Note: East Earl Township received a 2008 Municipal Transportation Grant in the amount of \$250,000.00 and a 2009 Municipal Transportation Grant in the amount of \$250,000.00 for the PA 897/US 322 Intersection Realignment Improvement Project, with an expiration date of January 31, 2016. The invoices received and paid against the 2008 grant totaled \$150,081.14, and zero dollars have been requested against the 2009 grant.

3/02/16

COVER SHEET FOR

CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.

Submitted by: Name and Title: James R. Cowhey, AICP, Executive Director
Department: Planning
Date: 3/2/2016

Board Action Requested:
(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)
Consideration of East Earl Township's request for forgiveness for monies spent to date for 2008 Municipal Transportation Grant PA897@ US 322. Project cancelled by East Earl Township Board of Supervisors at their 1/12/2016 meeting

Provider Information: (Name, Address):
East Earl Township
4610 Division Highway
East Earl, PA 17519

Proposed Program Budget Information:

Service	2016 Amount to be Approved	2015-2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
2008 Municipal Transportation Grant- \$250,000.00. Invoiced - \$150,081.14.	\$150,081.14	---	---	---	100% County

Term of Contract: Effective 9/29/2008 to 1/31/2016

Budget Comments: Bond EE Funds. Last payment issued 8/13/2015 for total of \$150,081.14.

Program Information:

Description of Service:

East Earl Township received two Municipal Transportation Grants for the PA897 @ US322 project one each in 2008 & 2009, \$250,000.00 each, total of \$500,000.00. Invoices received and paid against the 2008 grant and zero dollars have been requested against the 2009 grant. Both grants expired 1/31/2016.

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source
N/A	N/A	N/A	N/A	N/A

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
N/A	N/A	N/A	N/A

Date you would like the County Commissioners'

3/2/2016

To take official action on this item?:

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

James R. Cowhey, AICP
Executive Director

Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:

James R. Cowhey, AICP
Executive Director

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be authorized by the Chief Administrative Officer.

EAST EARL TOWNSHIP



Board of Supervisors

4610 Division Highway, East Earl, PA 17519 Phone 717-354-5593 Fax 717-355-0426

January 14, 2016



Ms. Lauri Ahlskog
Senior Transportation Planner
Lancaster County Planning Commission
150 North Queen Street, Suite 320
Lancaster, PA 17603

RE: 2008 & 2009 Transportation Grants for PA 897/US 322 Intersection
Realignment

Dear Ms. Ahlskog:

At the January 12, 2016, Board of Supervisors meeting the Supervisors approved stopping the PA 897/US 322 realignment project by a 2 to 1 vote.

Having to use eminent domain to secure land needed for the project and public opinion regarding the Township being involved in making changes to two State roads were large parts of this decision.

We thank everyone at LCPC and the County Commissioners for working with us in our attempt to carry out this project.

Sincerely,

EAST EARL TOWNSHIP
BOARD OF SUPERVISORS

Earl H. Kreider, Chairman

c – Shawn Loose, ELA Group, Inc.

EAST EARL TOWNSHIP



Board of Supervisors

4810 Division Highway, East Earl, PA 17519 Phone 717-354-5593 Fax 717-365-0426

February 18, 2016

Lancaster County Commissioners
c/o Dennis P. Stuckey, Chairman
150 North Queen Street, Suite #715
Lancaster, PA 17603

RE: 2008 & 2009 Lancaster County Transportation Grants

Dear County Commissioners:

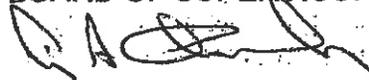
East Earl Township was awarded Municipal Transportation Grants in 2008 and 2009 for the realignment of the Route 322 and Route 897 intersection. Over the years you have been very kind in granting us time extensions for this project.

As previously reported to the Lancaster County Planning Commission, at their January 12, 2016, monthly meeting the East Earl Township Board of Supervisors voted to stop this project. Because the property owner decided not to work with the Township in accessing the land for this project, eminent domain would have had to be used to proceed, and the current Board did not want to take this action.

The Township sincerely thanks the Lancaster County Commissioners and the Lancaster County Planning Commission for supporting this project. We humbly request that you will grant us forgiveness in paying back the funding provided us for these two grants.

Sincerely,

EAST EARL TOWNSHIP
BOARD OF SUPERVISORS



Craig A. Ebersole, Township Manager

c - Board of Supervisors
James R. Cowhey, LCPC

RESOLUTION NO. 27 OF 2016

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, Sealed proposals were received by the County of Lancaster and publicly opened and read on Wednesday, February 10, 2016 at 11:00 a.m. for furnishing chemicals for water treatment, sewage treatment, wastewater treatment and municipal swimming pools for Lancaster County and the Lancaster County Cooperative Purchasing Board for a one-year period commencing April 1, 2016 with a 90-day extension option.

NOW, THEREFORE, BE IT RESOLVED BY THE LANCASTER COUNTY BOARD OF COMMISSIONERS, That contracts be awarded to the following companies, for the items and amounts specified, which are the lowest and/or best bids received, and are in accordance with the advertisements, specifications and bids received therefore, and contracts therefore directed to be drawn.

<u>Contracts Awarded To:</u>	<u>For:</u>	<u>Amounts:</u>
	<u>Chemicals for water treatment, sewage treatment, wastewater treatment and municipal swimming pools for Lancaster County and the Lancaster County Cooperative Purchasing Board for a one-year period commencing April 1, 2016 with a 90-day extension option:</u>	
Air Products & Chemicals, Inc. Allentown, Pennsylvania	Item 24	\$ 17,118.50
Brenntag NE, Inc. Reading, Pennsylvania	Items 11-a, 25, 31, 32-a and 33	\$ 94,042.71
Buckman's, Inc. Pottstown, Pennsylvania	Items 9 and 10	\$ 241,516.00
Chempace Corp. Toledo, Ohio	Item 13	\$ 7,000.00
Evoqua Water Technologies, Inc. Sarasota, Florida	Items 5 and 21	\$ 370,000.00
George S. Coyne Chemical Co., Inc. Croydon, Pennsylvania	Items 12, 28 and 30	\$ 56,167.03
Greer Lime Co. Morgantown, West Virginia	Item 29	\$ 293,512.65
Gulbrandsen Technologies, Inc. Clinton, New Jersey	Item 20	\$ 8,000.00

"continued"

<u>Contracts Awarded To:</u>	<u>For:</u>	<u>Amount:</u>
	<u>Chemicals for water treatment, sewage treatment, wastewater treatment and municipal swimming pools for Lancaster County and the Lancaster County Cooperative Purchasing Board for a one-year period commencing April 1, 2016 with a 90-day extension option:</u>	
JCI Jones Chemicals, Inc. Warwick, New York	Items 7-a and 7-b	\$ 35,629.78
Kemira Water Solutions, Inc. Lawrence, Kansas	Items 17 and 19	\$ 52,810.00
Main Pool & Chemical Co., Inc. Dupont, Pennsylvania	Items 2-a, 3, 11-b, 14, 18, 23, 26, 32-b, 34, and 35	\$ 214,144.30
Mosaic Global Sales, LLC Lithia, Florida	Item 22	\$ 36,120.00
Univar USA, Inc. Middletown, Pennsylvania	Items 16, 36, and 37	\$ 129,198.60
USALCO, LLC Baltimore, Maryland	Items 1 and 15	\$ 318,990.24
Total:		\$1,874,249.81
Lancaster County's Portion		\$ 14,520.00

This completed document must be submitted to the Chief Clerk by **9:00 AM** the **WEDNESDAY** prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

COVER SHEET FOR
CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.

Submitted by: Name and Title: James Fasnacht, Senior Buyer
 Department: Purchasing
 Date: February 24, 2016

Board Action Requested: Bid Award – Chemicals – Water, Pool and Sewage Treatment
 (Specify Agreement, Amended Agreement, Grant App., IFB #16-001
 Change Order, Bid Award etc.)

Provider Information: (Name, Address): See attached spreadsheet

Proposed Program Budget Information:

Service	2016-2017 Amount to be Approved	2015-2016 Prices Using 2014 Quantities*	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Chemical (2015-16 Totals reflect adjustments in unit of measure made in 2016-17)	\$1,874,249.81	\$18,291,488.24	(\$16,417,238.43)	(875.94%)	
Chemical (ADJUSTED Totals to exclude No Bid Items between Contract Years and Adjusted Unit of Measures for 2016-17)	\$1,735,467.38	\$1,845,136.55	(\$109,669.17)	(6.32%)	
County Portion	\$ 14,520.00	\$14,268.00	\$252.00	1.80%	County

*Note: Dollar and percentage increase/decrease was determined by applying 2015-2016 pricing to 2016-2017 volume estimates. Cost increases/decreases are based on estimated quantities. Monthly invoices will vary based on actual order quantities.

Term of Contract: April 1, 2016 – March 31, 2017 This is a one year contract with a provision for up to a 90 day extension.

Budget Comments:

Program Information:

Description of Service: Sealed bids were received by the County of Lancaster on Wednesday, February 10, 2016 11:00 a.m. for furnishing chemicals to the Lancaster Co-Op Purchasing Board and for the County Pool. This is a large IFB with

35 different line items. Both the number of Co-Op members responding to the survey and vendors submitting bids were less this year than last year. Please see attached spreadsheet for detailed information. Requirements for the County pool remains the same as last year. Price difference reflects a small price per pound increase.

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source
22	YES		NO	

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

Date you would like the County Commissioners'

To take official action on this item?:

March 2, 2016

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

James Fasnacht, Senior Buyer

Who will be in attendance at the County Commissioners' Meeting to comment on this item? Please include name and title:

James Fasnacht, Senior Buyer

CHEMICALS for LANCASTER COUNTY CO-OP
 IFB #16-001 (All Bids)
 "Unit-Price" Bid Results
 POSTED: Thursday, January 14, 2016
 OPENED: Wednesday, February 4, 2016 at 11:00 AM
 TENTATIVE AWARD DATE: Wednesday, March 2, 2016
 CONTRACT PERIOD: April 1, 2016 - March 31, 2017

The County of Lancaster considers no bids to be "official" until a resolution is approved by the Board of Commissioners.
 Bidders should therefore consider the bids posted herein as "unofficial" and not to make any assumptions nor take any actions based on these results.

LINE ITEM	DESCRIPTION	IFE 2016-17		2016-17 Prices		
		QUANTITIES	MEASURE	Unit	Ext	Vendor
24	Liquid Oxygen, bulk, tank truck	35,000	gal	\$ 0.4891	\$ 17,118.50	Alf Products
					\$ 17,118.50	Total
11	Chlorine/Sodium Hypochlorite, liquid, 15% concentration, packaged					
11-	55 gal drum	4,455	gal	\$ 1.6230	\$ 7,238.47	Brenntag NE
25	Muriatic Acid (15 gallon carboys)	65	Carboys	\$ 27.9860	\$ 1,819.09	Brenntag NE
31	Soda, caustic, 25%, liquid, bulk	100,000	gal	\$ 0.7279	\$ 72,780.00	Brenntag NE
32	Soda, caustic, 50%, liquid					
32-	55 gallon drums	660	gal	\$ 2.5300	\$ 1,669.80	Brenntag NE
33	Soda ash, solid, powder, light, 99% concentrate, 50 lb bags	18,500	lbs	\$ 0.2991	\$ 5,533.35	Brenntag NE
					\$ 94,042.71	Brenntag NE Total
9	Chlorine/Sodium Hypochlorite, liquid, 15% concentration, bulk, >= 4,000 gal/delivery	302,000	gal	\$ 0.7260	\$ 219,252.00	Buckman's
10	Chlorine/Sodium Hypochlorite, liquid, 15% concentration, bulk, <= 4,000 gal/delivery	18,400	gal	\$ 1.2100	\$ 22,264.00	Buckman's
					\$ 241,516.00	Buckman's Total
13	Cyclone, liquid solvent, 5 gal pails	500	gal	\$ 14.0000	\$ 7,000.00	Chempace
					\$ 7,000.00	Chempace Total
27	Poly Aluminum Chloride, liquid, bulk	-	gal	\$ 2.7000	\$ -	Chemtrade
					\$ -	Chemtrade Total
5	Bioxide	95,000	gal	\$ 2.4400	\$ 231,800.00	Evoqua
21	Ferrous Sulfate, liquid, bulk, tank truck	200,000	gal	\$ 0.6910	\$ 138,200.00	Evoqua
					\$ 370,000.00	Evoqua Total
12	Citric Acid, 50%, 275 gal totes	8,800	gal	\$ 5.2380	\$ 46,094.40	G. Coyne
28	Potassium Permanganate, crystal solid free flowing crystal solid, 55 lb polyethylene container	55	lbs	\$ 1.8206	\$ 100.13	G. Coyne
30	Sea Quest, 50 lb pail	50	pails	\$ 199.4500	\$ 9,972.50	G. Coyne
					\$ 56,167.03	G. Coyne Total
29	Quick Lime, pulverized, bulk	2,635	tons	\$ 111.3900	\$ 293,512.65	Greer
					\$ 293,512.65	Greer Total
20	Ferrous Chloride, liquid, industrial grade, bulk, >= 4,000 gal/delivery	20,000	gal	\$ 0.4000	\$ 8,000.00	Gulbrandsen
					\$ 8,000.00	Gulbrandsen Total
7	Chlorine (liquefied gas)					
7-a	1 ton cylinders	124,011	lbs	\$ 0.1620	\$ 20,089.78	JCI Jones
7-b	150 lb cylinders	38,850	lbs	\$ 0.4000	\$ 15,540.00	JCI Jones
					\$ 35,629.78	JCI Jones Total
17	Ferric Chloride, liquid, 40% concentration, Bulk	24,000	gal	\$ 0.9900	\$ 23,760.00	Kemira
19	Ferrous Chloride, liquid, 10% concentration, bulk, >= 1,000 gal/delivery	35,000	gal	\$ 0.8300	\$ 29,050.00	Kemira
					\$ 52,810.00	Kemira Total
2	Aluminum Sulfate/Alum (liquid), packaged					
2-a	55 gal drums	59,505	gallons	\$ 1.5800	\$ 94,017.90	Main Pool
3	Aluminum Sulfate/Alum, powder (lbs) 50lb bags, delivery >= 4,000 lb	85,000	lbs	\$ 0.3000	\$ 25,500.00	Main Pool
6	Calcium Hypochlorite, solid, 100 lb bags	-	lbs	\$ 1.5400	\$ -	Main Pool
8	Chlorine, HTH (solid), 100 lb drums	-	lbs	\$ 1.5400	\$ -	Main Pool
8-a	100 lb drums	-	lbs	\$ 1.5400	\$ -	Main Pool
8-b	50 lb pails PDOL LIFE	-	lbs	\$ 2.2500	\$ -	Main Pool
11	Chlorine/Sodium Hypochlorite, liquid, 15% concentration, packaged					
11-	15 gal drum	1,170	gal	\$ 2.6900	\$ 3,147.30	Main Pool
14	Defoamer, silicone base, 55 gal drums	1,980	gal	\$ 7.4700	\$ 14,790.60	Main Pool
18	Ferric Chloride, liquid, 40% concentration, 600 lb poly drum	64,800	lbs	\$ 0.1760	\$ 11,404.80	Main Pool
23	Hydrofluosilicic Acid, liquid, 23.8% conc, 150 lb drums	1,800	lbs	\$ 0.5200	\$ 936.00	Main Pool
26	Orange Aid, degreaser, 5 gal pails	1,200	gal	\$ 19.5000	\$ 23,400.00	Main Pool
32	Soda, caustic, 50%, liquid					
32-	15 gallon containers	200	CWT	\$ 24.7000	\$ 4,940.00	Main Pool
34	Sodium Bisulfite, 38%, bulk	15,550	gal	\$ 1.5900	\$ 24,724.50	Main Pool
35	Sodium Bisulfite, 38%, packaged, 320 gal tote	6,560	gal	\$ 1.7200	\$ 11,283.20	Main Pool
					\$ 314,144.30	Main Pool Total
22	Hydrofluosilicic Acid, liquid, 23.8% concentration, bulk tank trucks, 20 tons per tank	210,000	lbs	\$ 0.1720	\$ 36,120.00	Mosaic
					\$ 36,120.00	Mosaic Total
2	Aluminum Sulfate/Alum (liquid), packaged					
2-b	275 gal container	-	gallons	\$ 1.7672	\$ -	Univar
4	Aqua Mag, liquid - NO SUBSTITUTES					
4	55 gal drum	-	gal	\$ 10.7850	\$ -	Univar
16	Diatomeaceous Earth (solid)					
16	#545, 50 lb bags	1,800	lbs	\$ 0.7345	\$ 1,322.10	Univar

CHEMICALS for LANCASTER COUNTY CO-OP

IFB #16-001 (All Bids)

"UNOFFICIAL" Bid Results

POSTED: Thursday, January 14, 2016

OPENED: Wednesday, February 4, 2016 at 11:00 AM

TENTATIVE AWARD DATE: Wednesday, March 2, 2016

CONTRACT PERIOD: April 1, 2016 - March 31, 2017

The County of Lancaster considers no bid to be "official" until a resolution is approved by the Board of Commissioners.

Bidders should therefore consider the bids posted below as "unofficial" and not to make any assumptions nor take any actions based on these results.

LINE ITEM	DESCRIPTION	IFB 2016-17	UNIT of MEASURE	2016-17 Prices		
		QUANTITIES		Unit	Ext	Vendor
36	Sulfuric Acid, 93%, bulk	90,000	gal	\$ 1.4100	\$ 126,900.00	Univar
37	Sulfur Dioxide; 150 lb cylinder	900	lbs	\$ 1.0850	\$ 976.50	Univar
					\$ 129,198.60	Univar Total
1	Aluminum Sulfate/Alum (liquid), bulk	55,600	gallons	\$ 0.7724	\$ 42,945.44	USALCO
15	Del PAC 2020	2,156,600	lbs	\$ 0.1280	\$ 276,044.80	USALCO
					\$ 318,990.24	USALCO Total
		3,780,646			\$ 1,874,249.81	

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Purchasing Department, to approve the following:

<u>Agreement With:</u>	Enterprise Fleet Management Harrisburg, Pennsylvania
<u>Purpose:</u>	To lease ten vehicles in 2016 for four County departments, including Purchasing, Lancaster County-Wide Communications, Sheriff's Office and District Attorney's Office. The County of Lancaster will be piggybacking on a Request for Proposal (RFP) issued by Lackawanna County, Pennsylvania and the subsequent contract.
<u>Amount:</u>	\$5,250.38 per month which will be transferred from the County's 2016 approved Capital expenditures to Open End Equity leases.
<u>Term:</u>	Effective March 2, 2016 through December 31, 2016.

3/02/16

This completed document must be submitted to the Chief Clerk by **9:00 AM** the **WEDNESDAY** prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.

COVER SHEET FOR
CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.

Submitted by: Name and Title: Harry Klinger, Director of Purchasing
 Department: Purchasing
 Date: 02/24/16

Board Action Requested:
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Agreement -
Provider Information: (Name, Address): Enterprise Fleet Management
 2625 Market Place
 Harrisburg, Pa. 17110

Proposed Program Budget Information:

Service	2016 Amount to be Approved	2015-2016 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Contract with Enterprise to lease vehicles on an ongoing basis. Co-stars pricing on Vehicles. Lease contract piggy backed from RFP issued by Lackawanna County.	10 Leases \$5,250.38 per month	\$0.00			County

Term of Contract: Professional services agreement with continually yearly extensions

Budget Comments:

Program Information:

Description of Service:

The Purchasing Department coordinating with County Budget Services looked at options to lease fleet vehicles vs Purchase. Purchasing became aware of a RFP issued by Lackawanna County that had piggy backable option awarded to Enterprise Fleet Management and began discussions regarding Lancaster County's fleet. Through the process it was discovered that 46% of current fleet was 10 years old or older. Maintenance and upkeep costs had increased on a Yearly basis. Re-sale values of the older vehicles would be impacted by age and mileage and maintenance costs. Enterprise presented a plan to turn over a set number of vehicles per year for the first 5 years. The plan for 2016 is to turn 10 vehicles in total from 2016 approved Capital expenditures to Open End Equity leases. Evaluations for vehicles

beyond 2016 will be on going with Purchasing, Budget Services and Enterprise to determine what vehicles and approximate lease costs for yearly budget purposes during the budget process. By agreeing to this contract the county will be able to provide newer vehicles and rotate those vehicles every 3 to 5 years, keeping maintenance costs down and the age of the fleet down to help increase resale vehicle. Savings that will be put back into new leases driving the lease cost down.

Complete sections pertaining to bid awards and Request for Proposals:

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

Date you would like the County Commissioners'

To take official action on this item?:

Wednesday March 3, 2016

Who will be in attendance at the County Commissioners' Work Session? Please include name and title:

Harry Klinger, Director of Purchasing
Mike Sload, Budget Services

Who will be in attendance at the County Commissioners' Meeting to comment on this item? Please include name and title:

Harry Klinger, Director of Purchasing
Mike Sload, Budget Services

RESOLUTION NO. 28 OF 2016

On motion of Commissioner _____, seconded by Commissioner _____;

BE IT RESOLVED By the Board of Commissioners of Lancaster County, Pennsylvania, that the County of Lancaster, through the Purchasing Director, acting as agent of the County Code without prior approval of the County Commissioners, dispose of used vehicles through either (a) online sale through GovDeals or Public Purchase, (b) transferring the vehicle asset to another County department, or (c) selling the vehicle via a cooperative effort between the County and Enterprise Fleet Management, and the proceeds of which would be returned to the County or used against the cost of a leased vehicle.

3/02/16

Work Session 3/1/2016

Behavioral Health and Development Services Advisory Board

Appointment: Three year 1st term, March 1, 2016 through December 31, 2019

Brian L. Long 393-7277

1653 Lititz Pike-#405

Lancaster, PA 17601

Ray D'Agostino 598-9247

123 Chelsea Loop

Lancaster, PA 17602

Lancaster County residents

Brian L. Long

1653 Lititz Pike – #405, Lancaster, PA 17601

Phone 717.393.7277 ~ Mobile 717.371.4478 ~ Email: brian@brianlongltd.com

SKILLS AND COMPETENCIES

Enthusiastic, innovative, ethical and optimistic leader with demonstrated abilities in advocacy, project management, sales and marketing, media training, strategic planning, Customer development, operating efficiencies, team building and new product introductions.

PROFESSIONAL TALENTS

Human Services: Independent contractor, Lead Coordinator, Pennsylvania Link to Aging and Disability Resources – Berks-Lancaster-Lebanon Service Area. Provide resources and orchestrate functions for federal, state and county-administered initiative geared for persons aged 60 and over; persons with a disability; veterans; family members and care givers.

Sales and Marketing Management: Managed sales and marketing assets for several newspaper organizations; provided consultation expertise for media. Exceptionally skilled in business development, sales leadership, and sales metrics.

Marketing: Significant experience in planning, developing and implementing successful marketing and sales programs. Held senior level marketing leadership positions with newspaper organizations.

Training: Provided independent strategic and operational leadership and training for newspapers and vertical publications. Introduced programs of sales excellence, development planning, business ethics, high performance organizational design, information technology and Customer relationship management. Trained newspaper publishers and editors in transparent revenue development and newspaper “best practices” initiatives in post-Soviet Republic of Georgia and Armenia.

Emergency Preparedness: Skilled in critical incident program development and delivery. Comprehensive skills in Incident Command System (ICS); National Incident Management System (NIMS) and emergency preparedness management. Demonstrated training experience in emergency preparedness practices, marketing, and interactive processes. Served in variety of critical incidents as senior non-commissioned officer in Army National Guard.

EDUCATION

M.A., Saint Francis University, Human Resources/Industrial Relations

B.A., Millersville University, Economic History

Advertising Directors’ Program, American Press Institute

Professional Development Series, Emergency Management Series

Numerous social services and FEMA (Federal Emergency Management Agency) courses, workshops and seminars on aging, dementia; mental health services and critical incident preparedness courses

Certified trainer, United States Army, Office of Domestic Preparedness

Supervisors’ Course, Penn State University

OTHER ACCOMPLISHMENTS

Community Involvement: Member: numerous committees related to mental health, housing, disabilities, veterans' programs, social justice, suicide awareness and prevention and homelessness.

Board Member: Red Rose Council of the Blind (former); Lancaster Housing Opportunities Partnership committee; KPETS.

Lancaster County Veterans' Court mentor.

Past president, Lancaster Advertising Club; Interstate Advertising Managers' Association (IAMA); Pennsylvania Newspaper Publishers' Association (PNPA) Advertising Committee. Member Chambers of Commerce and volunteer for several community organizations.

Presenter/Trainer: Addressed or provided training for numerous state press associations, advertising media industry associations, Chambers of Commerce, independent private businesses and other prominent associations.

Adjunct Professor: Franklin & Marshall College, 1980-1989; Lebanon Valley College, 1999.

Military: Honorable discharge, United States Army. Retired, PA Army National Guard, sergeant major.

EMPLOYMENT HISTORY

BRIAN LONG LTD, Lancaster, PA **2012 - present**
Independent consulting and contracting, The Pennsylvania Link to Aging and Disability Resources – Berks-Lancaster-Lebanon Link Service Area.

COMMAND SCHOOL TTX, Lancaster, PA **12/2006 - 2012**
Principal and owner.

COMMAND SCHOOL, INC., Lancaster, PA **01/2005 - 12/2006**
Chief Operating and Marketing Officer. Manage and direct independent contractors. Develop emergency planning, mitigation, response and recovery programs and exercise scenarios. Conduct all business development activities. Write and deliver seminars and critical incident training.

INDEPENDENT MEDIA CONSULTANT AND TRAINER **06/2001 - 01/2005**
Provided consultation, media training and ethical business practice guidance with media organizations nationally and internationally: Republic of Georgia, Bosnia and Herzegovina, Armenia and the Republic of South Africa.

NORTHWEST HERALD, Crystal Lake, IL **06/2000 - 06/2001**
Recruited to provide marketing counsel leadership for newspaper acquisition. Led initiatives to consolidate marketing and advertising sales assets; served on “due diligence” task force.

LANCASTER NEWSPAPERS, INC., Lancaster, PA **11/1996 - 06/2000**
Retail Advertising Director. Developed marketing, sales and training initiatives for marketing assets of newspaper organization. Instrumental in creating new products.

MEDIANEWS GROUP, York and Johnstown, PA **03/1989 - 11/1996**
Vice president/Advertising and Director of Advertising. Managed marketing assets for newspaper organizations in York and Johnstown. Provided guidance during Joint Operating Agreement diligence phase.

LANCASTER NEWSPAPERS, INC., Lancaster, PA **12/1966 - 03/1989**
Advertising Sales Manager.

OTHER ATTRIBUTES

Excellent skills in Microsoft Office (Word and spreadsheet), graphics and Internet applications.
Committed to excellence.

RAY D'AGOSTINO

123 Chelsea Loop
Lancaster, Pennsylvania 17602
717-598-9247 / RAYDAG @ VERIZON.NET

PROFESSIONAL WORK EXPERIENCE

CHEIF EXECUTIVE OFFICER

LANCASTER HOUSING OPPORTUNITY PARTNERSHIP, LANCASTER (September 2009 – Present)

- ❖ Chief executive for a flourishing community benefit corporation and U.S. Treasury certified Community Development Financial Institution (CDFI). LHOP provides financial and educational services and products to assist low to moderate income families access affordable housing and to help developers rehabilitate and create such housing.

Significant Accomplishments: Grown company from 3.5 to 7.5 full-time employees, re-certified as a CDFI and awarded funding from U.S. Treasury Department, contracted with County to provide fair housing education and training, developed innovative and financially sustainable partnerships to rehab housing and improve neighborhoods, created a regional revolving loan fund to include private investments.

CHIEF OF STAFF, STATE SENATOR LLOYD SMUCKER

PENNSYLVANIA SENATE (December 2008 – August 2009)

- ❖ Supervised staff in Capitol and District Offices, opened a new legislative district office, reviewed legislation and advised Senator on policy issues, assisted in the development of legislative priorities, worked on resolving constituent issues with various state departments.

Significant Projects Completed: Coordinated a Senate Urban Affairs and Housing Committee Hearing; organized three panels on issues affecting third class cities (blight / community revitalization, housing and finances).

TOWNSHIP MANAGER / SECRETARY / TREASURER

WEST LAMPETER TOWNSHIP (February 2001 – December 2008)

- ❖ Chief Administrator and Financial Officer for the rapidly growing municipality of 15,500 residents with annual budgets totaling \$7.5 million. Responsibilities included budget preparation and financial management, administration of a staff of 32 in finance, public works, community development, and law enforcement.

Significant Projects Completed: Construction of a new municipal building, new community park, Comprehensive Plan, 10 Year Capital Improvement Plan, updated zoning ordinance, co-author of award winning Neighborhood Design Ordinance, chief negotiator to bring a YMCA branch to Lampeter, developed farmland preservation ordinance and the first transfer of development rights in Township, various road projects, Moody's bond rating of Aa2.

BOROUGH MANAGER / AUTHORITY ADMINISTRATOR

BOROUGH OF MOUNT JOY (August 1994 – January 2001)

- ❖ Chief Administrator of the municipality of approximately 7,500 residents with annual budgets totaling approximately \$2.6 million;
- ❖ Chief Administrator of the Mount Joy Borough Authority, a regional water and sewer operating authority serving approximately 10,000 customers in the Borough of Mount Joy and portions of the Townships of East Donegal, Mount Joy, and Rapho. Coordinated legal, engineering and financial management, capital improvement planning, and administration of a staff of 13 in three departments. Authority operating budgets exceeded \$2 million and capital project funds exceeded \$6 million.

BOROUGH MANAGER / AUTHORITY ADMINISTRATOR (CONTINUED)

Significant Projects Completed: Municipal building addition, new zoning ordinance, Intermodal Transportation Study that led to new train station, oversaw expansion of water and sewer service area, and led inter-municipal effort that led to a new 500 acre business park, and assisted in the development of well-head protection areas.

ASSISTANT BOROUGH MANAGER

BOROUGH OF PALMYRA, LEBANON COUNTY (June 1991 - August 1994)

- ❖ Assisted in the daily operations of a municipality with annual budgets totaling \$4 million and 48 employees serving 7,000 citizens. Managed comprehensive, municipal-operated recycling and solid waste collection and disposal service.

MILITARY SERVICE

- ❖ **PENNSYLVANIA ARMY NATIONAL GUARD** (June 1994 – June 2008), *Retired*
Certified Instructor with the 4th Battalion / 166th Regiment
Served as Fire Support Sergeant for 28th Infantry Division Rear Operations Center
Awarded *Army Commendation Medal* for service on Warfighter mission in Germany
- ❖ **UNITED STATES NAVY RESERVE - SEABEES** (June 1986 - June 1994)
Served with Naval Mobile Construction Battalion Twenty-one, Lakehurst, NJ
Awarded *Naval Reserve Meritorious Service Medal, Battle Efficiency Ribbon*, 100% Drill Attendance Award and other commendations
Obtained Naval Training Instructor Qualification
Graduated U.S. Marine Corps Reserve Non-Commissioned Officer Course

RELATED PROFESSIONAL SERVICE

- ❖ **CITY REVITALIZATION IMPROVEMENT ZONE (CRIZ) AUTHORITY, LANCASTER** (2013 – Present) – Elected as *Chair* of Board of new economic development public financing authority, appointed by City Council per recommendation of Senator Smucker
- ❖ **PENNSYLVANIA STATE ASSOCIATION OF BOROUGHS** (2009 – Present) – Instructor on municipal budgeting and finance, and Newly Elected Officials courses
- ❖ **LANCASTER COUNTY COALITION TO END HOMELESSNESS** (2009 – Present) – Serve as *Co-Chair* of Housing Priority Group and member of the Leadership Council
- ❖ **LANCASTER COUNTY PLANNING COMMISSION** (2005 – 2013) – Served in the positions of *Chair, Vice-Chair* and *Secretary*. Served on various committees including Urban Enhancement Fund Steering Committee, Comprehensive Planning Committee
- ❖ **LANCASTER COUNTY TRANSPORTATION TECHNICAL ADVISORY COMMITTEE** (2005 – 2013) – Served as *Chair* of committee that recommended priorities and funding of transportation projects to County Transportation Coordinating Committee
- ❖ **LANCASTER COUNTY TRANSPORTATION COORDINATING COMMITTEE** (2005 – 2013) – Responsible for approving state, federal and county funding of transportation projects throughout County; *chaired* Long Range Transportation Planning Committee
- ❖ **PA LOCAL TECHNICAL ASSISTANCE PROGRAM (LTAP)** (1999 – 2006) – Served as *Chair* of Advisory Board for state-wide transportation municipal training program
- ❖ **LEADERSHIP LANCASTER GRADUATE** (1999)
- ❖ **COMMUNITY FIRST FUND** (1999 – 2004) – Board of Directors and Executive Committee
- ❖ **PENNSYLVANIA STATE ASSOCIATION OF BOROUGHS** (1998–2001) – Board of Directors
- ❖ **MOUNT JOY AREA CHAMBER OF COMMERCE** (1995 – 2001) - Board of Directors
- ❖ **LANCASTER COUNTY REDEVELOPMENT AUTHORITY COMMUNITY DEVELOPMENT STEERING COMMITTEE** (1996 – 2002) - Member of Board that reviewed and recommended human service and neighborhood improvement project funding to the County Commissioners

COMMUNITY AND CHURCH SERVICE

- ❖ **GRACE LUTHERAN CHURCH OF LANCASTER** (2013 – Present) – Congregation member with family; chaperoned for mission trip to rebuild housing in New Orleans in 2013
- ❖ **ASCENSION LUTHERAN CHURCH** – Congregation *Council President* 2011-2013, Audit Team *Chair* and served on mission trip to rebuild housing in Biloxi, MS post- Hurricane Kartrina
- ❖ **LANCASTER COUNTY VETERANS COURT COMMUNITY PARTNESHIP** (2012 – Present) – Serve as *Treasuer* of volunteer board supporting mentors to Veterans Court participants
- ❖ **AMERICAN LEGION POST 34** – Member since 2012
- ❖ **ROTARY CLUB OF LANCASTER SOUTH** (2006 – Present) – Served as *President* 2014-2015

EDUCATION

MASTER OF PUBLIC ADMINISTRATION (1990)
SPECIALIZATION: Planning & Community Development
Shippensburg University of Pennsylvania

BACHELOR OF SCIENCE IN EDUCATION (1988), *Cum Laude*
MAJOR: History *MINOR*: Political Science
Shippensburg University of Pennsylvania

HOUSING DEVELOPMENT FINANCE PROFESSIONAL (2012)
National Certification by the National Development Council

PERSONAL

Married to Memory D'Agostino for 24 years; father of two children, Anthony (18) and Janae (15) and guardian for nephew, Dakota (17)

Work Session 3.1.2016

Drug and Alcohol Advisory Board

New Appointments: 1st term of 3 years starting March 1, 2016 through December 30, 2018

Ms. Jean Bickmire 808-9519

457 Coreopis Drive
Lancaster, PA 17602

Mr. John T. Cotter, M.D. 290-6899

1106 Oakmont Drive
Lancaster, PA 17601

Ms. Debbie Davenport 610 291-8027

122 Creekview Drive
Paradise, PA 17562

Mr. Brian Klugh 397-2994

640 Gentry Drive
Lancaster, PA 17603

Ms. Kim Long 569-8871

724 Rosemont Drive
Lititz, PA 17543

Mr. Scott Theurer 366-4071

484 West Bainbridge Street
Elizabethtown, PA 17022

All Lancaster County residents

**LANCASTER COUNTY DRUG AND ALCOHOL COMMISSION
ADVISORY BOARD
MEMBERSHIP PROFILE**

PLEASE TYPE OR PRINT

PERSONAL INFORMATION

Name: Jean M. Bickmire

Home Address: 457 Coreopsis Drive, Lancaster PA 17602 Home Phone: 717-808-9519 Home E-Mail Address: jbickmire@outlook.com

Business Title: Criminal Justice Consultant

Business Address:

Business Phone: 717-354-1096

Business E-Mail Address: jbickmire@nesl.com

EDUCATION

Schools Attended:

Major area of Specialization:

Degrees/Diplomas:

Penn State

Liberal Arts
Communications/Advertising

B.A. Advertising

PROFESSIONAL AFFILIATIONS

PA Prison Society

Have a Heart for Persons in The Criminal Justice System

DDAP REQUIREMENT:

STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THE ADVISORY BOARD

I want to help the high percentage of people with substance abuse issues convicted of crime which is with whom I have seen and helped in my work.

COMMUNITY ACTIVITIES

Have a Heart

Lancaster County Prison

PA Prison Society

ADDITIONAL COMMENTS

If available, please attach your resume to this membership Profile.

Return to:

**Lancaster County Drug and Alcohol Commission
150 North queen Street, Suite 410
Lancaster PA 17603**

Or e-mail to: Marcia Musser at mmusser@co.lancaster.pa.us

RK/mlm

01/12/16

S:\marcia\sca2016\blank membership profile fillable.docx

JEAN M. BICKMIRE

457 Coreopsis Drive • Lancaster, PA 17602

717-808-9519

jbickmire@outlook.com

QUALIFICATIONS

- Extensive knowledge of criminal justice and legal system issues as key employee of nonprofit, faith-based criminal justice organization
- Knowledgeable of and in communication with national, regional and local community leaders
- Expertise in compiling pertinent information for all portions of case research, writing, computer literacy, and case studies
- Implemented numerous successful regional and nationwide programs
- Involved in state political processes with emphasis on issues affecting society
- Ability to interact with broad array of personalities, addressing particular interests
- Extremely persistent and detailed, with high level of professionalism
- Possess both written and verbal skills.

EXPERIENCE

Legislative Director/Administrative Director (2002-2013)

Justice & Mercy, Inc., Lancaster, PA

Researched evidence, background, and personal records and interviewed contacts for criminal cases. Advocated with client attorneys for cost-effective and practical criminal justice recommendations including presenting court testimony. Developed and implemented organization programs. Regularly collaborated with Pennsylvania Prison Society, Pennsylvania Institutional Law Project, and ACLU Council of State Government and numerous legislators to initiate and advance good policies in justice system. Served as Acting Chair of Citizens Advisory Committee of Pennsylvania Board of Probation and Parole with goal of coordinating efforts between community and state to improve re-entry for offenders leaving prison under state supervision. Acted as liaison between the Pennsylvania Department of Corrections, legislators, community and social service organizations, justice system administrators, and the families of incarcerated to inspire productive conversations and positive relationships

Collaborated with marketing firm for creation and execution of "In Balance," the first Justice and Mercy newsletter; "Bars To Briefcases," the first Commonwealth Forum for Criminal Justice Reform; Trading Up Re-entry Program; and Commentary on Cue: Justice & Mercy's first State Criminal Justice Awards Program. Chaired Justice & Mercy's Communications Committee, overseeing planning and execution of legislative hearings as well as public forums and annual fundraising banquet. Acting president of organization when president was unavailable.

Key Accomplishment(s)

- Educated Human Relations Commission and Mental Health America on criminal justice matters.
- Instrumental in establishing Code of Ethics and training of Correctional Officers at Lancaster Prison.
- During my tenure, Justice & Mercy grew from little-known local grassroots group of concerned citizens to a recognized and respected organization in the local, regional, state, and national criminal justice field. This was accomplished through development of collateral materials, branding, design, and execution of numerous cutting-edge programs, events, and publications, and direct work in the field.

JEAN M BICKMIRE, Continued

Credit & Collections Manager (1997-2002)

The Clark Associates Companies, Lancaster, PA

Vigorously pursued hundreds of past-due accounts to collect outstanding debts. Approved, rejected, or coordinated customer lines of credit. Successfully represented Clark Associates in more than 50 district magistrate hearings. Initiated civil lawsuits and acted as witness as keeper of records in court cases. Followed bankruptcy cases, attending hearings to garner as large of a percentage as possible of debt owed. Pursued collection of bad checks and filing criminal charges when necessary.

Key Accomplishment(s)

Percent of past due debt fell from 45% in 1997 to approximately 15% in 2002.

VOLUNTEER EXPERIENCE

Official Visitor & Co-Convener (2000-Present)

Pennsylvania Prison Society, Philadelphia, PA

Investigate allegations of prison abuse and neglect in Pennsylvania's state and county prisons and respond as appropriate. Plan regular meetings and conduct orientation for Lancaster County Official Visitors. Schedule meetings with inmates. Ascertain reports on inmate conditions are filed with state office. Represent Lancaster County at state meetings.

Facilitator of Workshop on Wrongful Convictions in PA for Progressive Summit (2012)

Keystone Progress, Philadelphia, PA

Developed and proposed panel discussion regarding 2011 recommendations from the PA Joint State Commission Study on Wrongful Convictions, including experts from Innocence Project, Pennsylvania Senate Judiciary Chairs Stewart Greenleaf and Daylin Leach, Professor John Rago and exonoree Vincent Moto. Moderated this panel for Keystone Progress' annual state convention, Progressive Summit, in order to educate more of the public on improvements that could be made to arrest and judicial processes of criminal justice systems so innocent persons are not convicted.

Panelist (2012)

Children of Incarcerated Parents of Lancaster County, Lancaster, PA

Participated in panel discussion for Lancaster community as former member of Pennsylvania Joint State Commission Study on The Effects of Parental Incarceration on Children. Distributed information on how to mitigate effects of arrest, judicial processes, and incarceration on children.

Legal Secretary/Board Director (2002 – 2006)

Eastwood Meadows Residents Association (ERMA), Lancaster, PA

Vigorously pursued past-due accounts to obtain debts from 240-member association fee. Collaborated with board officers and other appointed directors on EMRA by-laws to ensure property owner adherence. Represented EMRA before district magistrate on at least 50 occasions, including five hearings with 100% success rate. Sought counsel with EMRA attorney on legal matters and reported these matters to the board.

EDUCATION

B.A., Pennsylvania State University, School of Communications, University Park, PA

Continuing Education Certificate Programs:

- Mitigation Specialty Training, Atlantic Center for Capital Representation
- Prison Fellowship Prison Ministry Training
- Computer Science, Jamestown Community College
- Office Administration, Pennsylvania State University

**LANCASTER COUNTY DRUG AND ALCOHOL COMMISSION
ADVISORY BOARD
MEMBERSHIP PROFILE**

PLEASE TYPE OR PRINT

PERSONAL INFORMATION

Name: John T. Cotter, M.D.

Home Address: 1106 Oakmont Dr, Lancaster PA **Home Phone:** (717) 290-6899

Home E-Mail Address: JTCMD@comcast.net

Business Title: Sallavanti & Cotter Family Medicine

Business Address: 2207 Oregon Pike, Lancaster PA **Business Phone:**(717) 560-6470

Business E-Mail Address:

EDUCATION

Schools Attended: Franklin & Marshall Penn State College of Medicine The Washington Hospital	Major Area of Specialization: Biology Family Medicine	Degrees/Diplomas: B.A. M.D. Internship/Residency
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PROFESSIONAL AFFILIATIONS

The Heart of Lancaster Regional medical Center
Lancaster Regional Medical Center

DDAP REQUIREMENT:

STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THE ADVISORY BOARD

My interest in the drug and alcohol field stems from my work as a Family Physician in Lancaster for the past 20 years.

COMMUNITY ACTIVITIES

Various advisory groups/activities at local hospitals. Member of St. John Neuman Church.

ADDITIONAL COMMENTS

If available, please attach your resume to this Membership Profile.

Return to: Lancaster County Drug and Alcohol Commission
150 North Queen Street, Suite 410
Lancaster, PA 17603

Or e-mail to Marcia Musser at mmusser@co.lancaster.pa.us

**CURRICULUM VITAE
JOHN T. COTTER, M.D.**

1106 Oakmont Drive
Lancaster, PA 17601
(717) 290-6899 (home)
(717) 560-6470 (Office)

Born: December 31, 1966
Morristown, NJ
Spouse: Uli Cotter
Children: Katie, Abby, Zachary

EMPLOYMENT

CHS/ Sallavanti & Cotter Family Medicine
January 2014 - Present

HMA / Sallavanti & Cotter Family Medicine
January 2010 – January 2014

Sallavanti & Cotter Family Medicine, LTD
January 1999 - December 2009

Sallavanti & Cotter Family Practice – Franciscan Family Care
January 1998 - December 1998

Hempfield Family Practice, Landisville, PA
July 199 - November 1997

EDUCATION

The Washington Hospital, Family Practice Residency Program, Washington, PA
July 01, 1993 – June 30, 1996

Pennsylvania State University College of Medicine, Hershey, PA
August 1989 – May 1993
Degree: Doctor of Medicine

Franklin and Marshall College, Lancaster, PA
August 1985 – May 1989
Degree: Bachelor of Arts, Biology

BOARD CERTIFICATION

American Board of Family Practice – Diplomat 1996 – 2015
National Board of Medical Examiners – Pass Parts I, II, III

MEDICAL SCHOOL ACADEMIC HONORS

AWARDS: Excellence in Medical Student Research Award
HONORS: Special Topics in Physiology, Physiology Lab
HIGH PASS: Family Practice Clerkship, Internal Medicine, Clerkship, Pediatric
Clerkship, Neurology Clerkship, Psychiatry Clerkship, Infectious Diseases,
Physician–Patient Interactions, Radiologic Anatomy, Psychiatry Core I and II

CURRICULUM VITAE
JOHN T. COTTER, M.D.

MEDICAL RESEARCH

Martin, L., Cotter, J., Peter, A., FEHR, D., Landis, J., Briggs, R.
"P-NMR Evaluation ATP-C1 Treatment in Rabbits after Renal Ischemia" Am J Surgery (164)
Aug 1992

PROFESSIONAL ACTIVITIES

Quality Assurance Steering Committee, Washington Hospital (1994-1996)
Social Director / Drug Representative Liaison, Washington Hospital (1994-1996)
Moonlighting Experience: Washington County Prison Physician, Emergency Room,
Pre-Participation Sports Physicals, High School Football Team Physician,
Pharmacy & Technology Committee – HealthGuard

PERSONAL INTERESTS

Playing saxophone, basketball, skiing, golf, woodworking, computers, gardening and composing music.

**LANCASTER COUNTY DRUG AND ALCOHOL COMMISSION
ADVISORY BOARD
MEMBERSHIP PROFILE**

PLEASE TYPE OR PRINT

PERSONAL INFORMATION

Name: Brian Klugh

Home Address: 640 Gentry Drive Home Phone: 717397-2994 Home E-Mail Address: bdklugh@comcast.net

Business Title: volunteer manager, CASA of Lancaster County

Business Address: 53 N Duke St. Business Phone: 717-208-3280

Business E-Mail Address: brian@casalancaster.org

EDUCATION

Schools Attended: see resume Major Area of Specialization: public policy/business
Degrees/Diplomas: BS public policy

PROFESSIONAL AFFILIATIONS

see resume

DDAP REQUIREMENT:

STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THE ADVISORY BOARD

As an volunteer and now professional advocate for children in the foster care system I've seen the effect of substance abuse on families and children. It's horrifying to see time and again parents dropping off the face of the earth due to addition and mental health issues.

I see an opportunity to help these families and gain a better understanding of the issues by serving your organization.

COMMUNITY ACTIVITIES

Critical Incident Stress Debriefing team, and board of directors.
Past board member of state and local Safe Kids Coalition.

ADDITIONAL COMMENTS

If available, please attach your resume to this Membership Profile.

Return to: Lancaster County Drug and Alcohol Commission
150 North Queen Street, Suite 410
Lancaster, PA 17603

Or e-mail to Marcia Musser at mmusser@co.lancaster.pa.us

BRIAN KLUGH
640 Gentry Drive, Lancaster, PA 17603
717-875-0056 • bdklugh@comcast.net

PROFILE

Over 35 years of experience in community service, leadership, good decision making skills, and regional involvement to serve the community through a position with CASA of Lancaster County Inc.

EXPERIENCE

CASA volunteer: CASA of Lancaster County Inc. 2013 - Present
Volunteer with three cases currently. Peer coordinator mentoring three CASA volunteers.

CISM, Critical Incident Stress Management: Lancaster County PA. 2012 - Present
Peer facilitator in the group debriefing process that helps first responders following particularly difficult incidents. Serving on the team's Board of Directors.

Battalion Chief: Lancaster PA. Bureau of Fire 1998 - 2012
Provided leadership, coaching, training and supervision of 12-18 firefighters daily and up to 200 on large incidents. Responsible for incident report writing, post action analysis, strategic planning, and program development. Developed the Bureau's Rapid Intervention Team with focus on current standards and regional involvement.

Assistant Fire Marshall: Lancaster, PA. Bureau of Fire. 1989 - 1994
Part of a team that provided code enforcement, plans review, fire origin and cause, including reports, investigation, interviews, and testimony. Responsible for the Bureau's public education efforts that included firefighters volunteering to present our program with monthly segments in City Schools.
Lead role in developing a partnership with the fire service, Lancaster County Children and Youth, mental health providers and Lancaster County Juvenile Probation to provide a comprehensive response to juvenile set fires. The process we developed is being used as a model for regional and statewide efforts.

Consultant and Trainer: Brian Klugh Safety Services 1992 - Present
Providing training in fire safety, fire prevention, code issues and portable fire extinguisher use focusing on each customer's regulatory needs and safety environment.

NOTEWORTHY

Lancaster County CISM Board of Directors, current.
Safe Kids of Lancaster County Board Member and past Board President.
Pennsylvania Safe Kids Advisory Board.
East Hempfield Township building code Board of Appeals, current.
Lancaster Bureau of Fire " Hamilton Watch " award for community service.
PA Firemen's Association award for outstanding fire prevention efforts.

American Red Cross, "Outstanding Personal Action" award.
Lancaster Jaycees, "Outstanding Young Firefighter" award.

EDUCATION

Multiple certifications and trainings in group process, active listening, and speaking for self with the CISM team.

Multiple technical certifications pertaining to safety issues and instruction. See attachment.

B.S. in Public Policy, Penn State University.

Certificate in Management, Franklin and Marshall College.

Diploma, academic, J.P. McCaskey HS

References Available Upon Request

**LANCASTER COUNTY DRUG AND ALCOHOL COMMISSION
ADVISORY BOARD
MEMBERSHIP PROFILE**

PLEASE TYPE OR PRINT

PERSONAL INFORMATION

Name: Kim M. Long

Home Address: 724 Rosemont Dr., Lititz, PA 17543

Home Phone: (717) 569-8871

Home E-Mail Address: kmlong40@msn.com

Business Title: Director of Real Estate Operations

Business Address: High Associates Ltd., 1353 William Penn Way, P.O. Box 10008, Lancaster, PA 17605-0008

Business Phone: (717) 269-4015

Business E-Mail Address: klong@high.net

EDUCATION

Schools Attended:

Major Area of Specialization:

Degrees/Diplomas:

Eastern University
Eastern University

Organizational Management
Business Administration

BA
MBA

PROFESSIONAL AFFILIATIONS

MRI User Group, National Association of Realtors, the Lancaster County Association of Realtors, the Institute of Real Estate Management and the Commercial & Industrial Real Estate Council

DDAP REQUIREMENT:

STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THE ADVISORY BOARD

I have a desire to be involved in the community. In addition in today's world, drug and alcohol abuse is on the rise and becoming, if not already, an epidemic issue in Lancaster County. I am hoping through my involvement on the Advisory Board I will be able to make a difference.

COMMUNITY ACTIVITIES

I participate in community service groups including Leadership Lancaster, American Cancer Society, AMVETS Post 37 Auxiliary and the Office of the Aging Advisory Board.

ADDITIONAL COMMENTS

I previously served on the Drug & Alcohol Commission and thoroughly enjoyed my time on the board. I am professional, hardworking and compassionate. I have strong leadership qualities, organizational and time management skills. I have the ability to deal with people in all kinds of situations. In addition, I am a team player and I work cooperatively with others. My term with the Office of the Aging will end as of December 31, 2015 after serving the maximum amount of time on the Advisory Council. While I was on the Office of Aging Advisory Council, I served as the Chairperson of the Advisory Board for two (2) years.

If available, please attach your resume to this Membership Profile.

Return to:

Lancaster County Drug and Alcohol Commission
150 North Queen Street, Suite 410
Lancaster, PA 17603

Or e-mail to Marcia Musser at mmusser@co.lancaster.pa.us

RK/mlm
09/28/15

smarcia\sa\2015\blank membership profile.docx

KIM M. LONG

DIRECTOR OF REAL ESTATE OPERATIONS HIGH ASSOCIATES LTD.

A Member of High Real Estate Group

Kim M. Long, Director of Real Estate Operations, High Associates Ltd., is responsible for overseeing the commercial operations IT platform as well as the property management activities of 92 buildings totaling 4,021,000 square feet of commercial/industrial real estate. This portfolio of properties is located within Lancaster County, Pennsylvania. Ms. Long's property management responsibilities include budget performance, physical condition, tenant relations and lease management.

In addition to asset management functions, Ms. Long also oversees the operation of two departments of High Associates Ltd., including the Executive Offices at Greenfield and Operational Support. Ms. Long's responsibilities include managing the following functions: day to day operations of the Executive Offices, the preparation and processing of all commercial tenant leases for properties managed by High Associates, the posting and collection of all accounts receivable for all commercial operations and all aspects of the work order and job cost systems for the Building Maintenance/Ground Maintenance divisions of High Associates.

Ms. Long joined High Associates, Ltd. in 1996 as the Commercial Property Manager for the Greenfield Corporate Center and other commercial/industrial real estate located within Lancaster County, Pennsylvania. In this role, she was responsible for both the property management and financial functions. In 1999, she assumed the role of Operations Manager for all of High Associates's commercial/industrial and residential real estate. In this role, she was responsible for managing all aspects of the residential property management day to day operations through our IT platform; assisting in the development of the annual High Associates Department Budgets and the development of the annual budgets for the commercial/industrial and residential portfolios. She was promoted to her current position of Director of Real Estate Operations in 2004.

A graduate of Eastern University, Ms. Long holds a B.A. degree in Organizational Management and a Masters degree in Business Administration. Ms. Long's membership in real estate industry groups includes the National Association of Realtors, the Lancaster County Association of Realtors, the Institute of Real Estate Management and the Commercial and Industrial Real Estate Council. Additionally, she participates in community service groups including Leadership Lancaster, the American Cancer Society, serves as a council member for the Office of Aging Advisory Council, served as Chairperson of the Office of Aging Advisory Council (2012 & 2013) and served as a board member on the Lancaster County Drug and Alcohol Commission Advisory Board.

**LANCASTER COUNTY DRUG AND ALCOHOL COMMISSION
ADVISORY BOARD
MEMBERSHIP PROFILE**

PLEASE TYPE OR PRINT

PERSONAL INFORMATION

Name: Scott Theurer

Home Address: 484 West Bainbridge St. Elizabethtown Pa 17022
Home E-Mail Address: stheurer15@gmail.com

Home Phone:717-366-4071

Business Title: Student

Business Address: Business Phone:

Business E-Mail Address:

EDUCATION

Schools Attended: Florida Institute of Technology/Online Major Area of Specialization:
Degrees/Diplomas: Associate's/ Applied Psychology (grad date 5/16)
PCB, obtaining trainings for PCB certification as a Recovery Specialist

PROFESSIONAL AFFILIATIONS

Lancaster County Recovery Alliance

DDAP REQUIREMENT:

STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THE ADVISORY BOARD

As a person in long term recovery from addiction, my personal goals for my life include service and learning. I want to do what I can to be a progressive part of recovery and recovery support systems in Lancaster County. I feel that I have much to contribute and much to learn, Serving on the board would certainly enable me to learn from many other unique perspectives and experiences while also allowing me to have a voice in what I feel would empower our recovering community and those that struggle to find recovery.

COMMUNITY ACTIVITIES

Past involvement as EMT and Red Cross volunteer.

Volunteer with LCRA: a newly formed group serving recovery and recovery support systems in Lancaster County.

- Serving as steering committee member and outreach member.
- Chairmen of the 2016 Lancaster Co. Recovery Day Committee (through LCRA)

ADDITIONAL COMMENTS

SCOTT THEURER

484 W. Bainbridge St, Elizabethtown, PA 17022 • Home: 7173664071 • Cell: 7173682728 •
Stheurer15@gmail.com

Education

GED: 2014

Hempfield High School - Landisville, PA

Associate of Arts: Applied Psychology, (Current student)

Florida Institute of Technology - Melbourne, FL (Online degree program)

•4.0 GPA

•Coursework in Substance Abuse, Childhood and Adolescent Psychology, Psychological Adjustment and Growth, Lifespan and Development and other fields of Psychology

•Currently pursuing PCB Recovery Specialist License

*Completed 6 hours of Addictions 101

Work History

Shop Foreman, 04/2004 to 08/2010

Detailing Technologies Inc. – Bucknoll Rd. Manheim PA

Started as a detailer in an auto reconditioning shop. Trained in all aspects of auto reconditioning including high speed buffing and paint touch-up, and in 2009, promoted to shop foreman. Foreman responsibilities included oversight of the recon crew members, quality control and inspection, customer/ dealer relations, inventory regulation and budget control and overall shop operations.

- Solved unresolved customer issues.
- Promptly responded to inquiries and requests from prospective customers.
- Assumed ownership over team productivity and managed work flow to meet or exceed quality service goals.
- Trained staff on operating procedures and company services.
- Fostered an environment which encouraged continual process improvements.
- Updated customer orders from start to finish in an accurate and timely manner.
- Managed work flow to exceed quality service goals.

Emergency Medical Technician/ Crew Chief, 01/1987 to 01/1993

West End Ambulance Association – Charlotte St. Millersville PA

Volunteer position with ambulance company. Crew Chief responsibilities included oversight and direction of other crew members as well as management of emergency calls, coordination with other emergency medical services and hospital emergency departments in order to best respond to and treat patients in an emergency situation.

- Monitored patients for changes, and reviewed and revised plans accordingly.
- Inspected the vehicle, medical supplies and equipment during down time.
- Promoted team effort when working with dispatch center, external public safety agencies and health care providers.
- Demonstrated high standards of performance, including teamwork, communication and compassion.
- Performed basic and advanced patient assessments.
- Assessed patient condition through physical and verbal exams and by collecting information from others at the scene.

Emergency Medical Technician volunteer/ Emergency Department, Advanced Life Support Unit, 01/1989 to 03/1993

Lancaster General Hospital – Lancaster PA

Volunteer position assisting emergency room personnel in triage and emergency medical treatment. Also staffed hospitals advanced life support unit and ran calls assisting Paramedics on emergency responses.

- Performed basic and advanced patient assessments.
- Responded to dispatched emergency assignments quickly and safely.
- Assessed patient condition through physical and verbal exams and by collecting information from others at the scene.
- Interpreted limited histories and used physical examinations to identify potential underlying critical issues.
- Strictly protected the confidentiality of all information related to patient care activities and EMS operations.

Program Associate, 01/1990 to 03/1993

Keystone Service Systems – Lancaster PA

Worked as part of a team with individuals adjusting to varying levels of intellectual disability. Clients maintained their own residence while staff offered levels of support based on client need with the goal of independence and social integration for each individual. Worked with individuals with many different diagnosed mental health conditions and behaviors.

- Observed and monitored client behavior and responses to treatment.
- Developed and implemented treatment plans and modified when needed.
- Directed family-centered, strengths-based, culturally competent and individualized intakes and assessments.
- Connected clients with community service and resource agencies.
- Provided comprehensive case management services, including creating treatment plans and connecting clients and families to appropriate resources.
- Presented case history material to review and discussion with other staff members.

Skills

- Member of Lancaster County Recovery Alliance
- Strong interpersonal skills
- Skilled in conflict resolution, crisis management and twelve step approaches
- Instinctive, level headed approach through stressful situations
- Ability to relate and effectively communicate with individuals experiencing various levels of recovery
- Organized
- Strong focus on solution based, positive support
- Strong drive to support others in recovery
- Experience with Alcoholics Anonymous and Narcotics Anonymous
- Flexible and willing to listen and learn

Work Session 3/1/2016

Speedwell Forge Advisory Council

Appointment: Three year term March 1, 2016 through December 31, 2018

Ms. Linda Ferich

115 Chelsea Loop

Lancaster, PA 17602

Lancaster County resident

Lancaster County
Department of Parks and Recreation
Parks and Recreation Administrator
*Phone: (717) 390-7779 *Fax (717) 295-5942
*E-mail: weissp@co.lancaster.pa.us

DATE: February 18, 2016
TO: Debbie Klinger, Commissioners' Office
FROM: Paul Weiss, Parks & Recreation Administrator
SUBJECT: **Appointment of Speedwell Forge Advisory Council members**

In 1999, the Lancaster County Department of Parks and Recreation established the Speedwell Forge Advisory Council to provide community input into the development and management of this regional County Park. This council continues to meet on a semi-annual basis.

Tom Stahl, who represented the Lancaster County Conservancy on the Advisory Council, resigned his position with the Conservancy effective December 31, 2015. In light of this, he also declined to renew his term on the Speedwell Advisory Council which expired on that same date.

Subsequently, the Lancaster County Conservancy has recommended Linda Ferich to replace Mr. Stahl. I am recommending that Ms. Ferich be appointed to the Speedwell Forge Advisory Council for a 3-year term to expire on December 31, 2018. Following is her biographical information:

Linda Ferich, 115 Chelsea Loop, Lancaster, PA 17602

Linda is a valuable Lancaster County Conservancy volunteer who works closely and diligently with our conservation easements and associated landowners. In fact, Linda has monitored the conservation easements on both the Speedwell Forge and Chickies Creek County Parks. Linda is a PA Master Naturalist and a coordinator for the Water Quality Volunteer Coalition (an LCC and Lancaster County Conservation District partnership program). Linda is a retired R.N., environmentalist, and native plant enthusiast.

If you have any questions, please do not hesitate to contact me. Otherwise, I am asking that you present this individual to the Board of Commissioners for reappointment. I have attached a sample reappointment letter. Please send me a copy of the actual reappointment letter that is sent to Ms. Ferich.

Thank you very much for taking care of this; it is most appreciated!

LANCASTER COUNTY COMMISSIONERS' MEETING

AGENDA

MARCH 2, 2016



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Dennis Stuckey.
2. Pledge of Allegiance
3. Minutes as Distributed: Approval of January 20, 2016 Commissioners' Meeting Minutes, January 27, 2016 Commissioners' Meeting Minutes and February 3, 2016 Commissioners' Meeting Minutes. Postpone approval of February 17, 2016 Commissioners' Meeting Minutes.
4. Old Business:
 - a. **Re-announcements:**

An evening Commissioners' Meeting will be held on Wednesday, March 9, 2016 at 7:00 p.m. at Denver Borough Municipal Building, 501 Main Street, Denver, Pennsylvania. There will be no Commissioners' Meeting scheduled for Wednesday morning, March 9, 2016 at 9:15 a.m.

There will be no Work Session held on Tuesday, March 15, 2016.
 - b. **Follow-Up Discussion of the Audit Report of the East Lampeter Township Tax Collector performed by the Controller's Office**
5. New Business:
 - a. **Resolution No. 24 of 2016**

Jean Rehrig, Portfolio Manager, EDC Finance Corporation
 - b. **Resolution No. 25 of 2016**

Jean Rehrig, Portfolio Manager, EDC Finance Corporation
 - c. **Resolution No. 26 of 2016**

James Noel, Esquire, Solicitor to the Lancaster County Hospital Authority

- d. **Resolution No. 27 of 2016**
James Fasnacht, Senior Buyer, Purchasing

- e. **Purchasing Department – Agreement**
Harry Klinger, Director of Purchasing
Mike Sload, Deputy Director of Budget Services

- f. **Resolution No. 28 of 2016**
Harry Klinger, Director of Purchasing
Mike Sload, Deputy Director of Budget Services

- g. **Resolution No. 29 of 2016**
Board of Commissioners

- h. **Behavioral Health/Developmental Services – Amended Agreement**
Lawrence George, Executive Director, Behavioral Health/Developmental Services, or
Judy Erb, Deputy Director, Behavioral Health/Developmental Services

- i. **Children and Youth Agency and/or Office of Juvenile Probation – Agreements**
Crystal Natan, Executive Director, Children and Youth Agency

- j. **Planning Commission – License Order**
James Cowhey, Executive Director, Planning Commission
Scott Standish, Director for Countywide Planning, Planning Commission

- k. **Planning Commission – Municipal Transportation Grant Forgiveness Request**
James Cowhey, Executive Director, Planning Commission

6. Business from Guests

7. Adjourn

RESOLUTION NO. 29 OF 2016

On motion of Commissioner _____, seconded by Commissioner _____;

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,

That _____ be and is hereby appointed Chief Clerk to the County of Lancaster, Pennsylvania effective March 7, 2016.

I, Lisa L. Johnson, Assistant Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its Commissioners' Meeting held on the 2nd day of March, 2016.

ATTEST:

Assistant Chief Clerk
County of Lancaster, Pennsylvania
Date: March 2, 2016

3/02/16