

COUNTY COMMISSIONERS' WORK SESSION AGENDA

TUESDAY, JUNE 4, 2019

10:00 a.m. – Conference Room #701, 7th Floor

10:00 a.m.

EXECUTIVE SESSION ANNOUNCEMENT

PUBLIC SESSION:

Postpone approval of the May 28, 2019 Work Session Minutes.

Re-announcements:

(1) The County of Lancaster will conduct a public hearing to discuss the County's proposed Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020 on the following date:

- Wednesday, June 5, 2019 at 9:15 a.m. during the County Commissioners' Meeting, Room 701, 150 North Queen Street, Lancaster, at which time the Board of Commissioners will consider the adoption of the Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020.

The block grant encompasses mental health and intellectual disabilities base funds, Act 152 drug and alcohol funds, behavioral health services initiative funds, Human Services Development Fund, and homeless assistance funding. Public participation is invited.

(2) The Board of Commissioners will hold a public hearing on June 4, 2019 at 7:00 p.m. at the Mount Joy Township Office, 8853 Elizabethtown Road, Elizabethtown, Pennsylvania. The purpose of the hearing is the proposed closure and elimination of the Little Chiques #1 Bridge on Cloverleaf Road in Mount Joy and Rapho Townships. Public participation is invited.

(3) An evening Commissioners' Meeting is scheduled on Wednesday, June 12, 2019 at 7:00 p.m. at East Drumore Township Municipal Building, 925 Robert Fulton Highway, Quarryville, Pennsylvania. There will be no Commissioners' Meeting held on Wednesday morning, June 12, 2019 at 9:15 a.m.

Announcement:

The Commissioners' Work Session scheduled for Tuesday, June 11, 2019 at 10:00 a.m. has been canceled.

10:00 a.m.

Dale Brubaker, Grant Specialist, and Christie Wilson, Assistant District Attorney, District Attorney's Office – Grant Application (please refer to motion on tomorrow's agenda)

10:05 a.m.

Linda Schreiner, Senior Buyer, Purchasing, and Misty Witmer, Deputy Director IT Support Services, Information Technology – Lease Agreement (please refer to motion on tomorrow's agenda)

10:10 a.m.

Judith Erb, Executive Director, or John Stygler, Deputy Director of Administration, Behavioral Health/Developmental Services – Amended Agreement and Agreements (please refer to motion on tomorrow's agenda)

10:15 a.m. Matthew Sternberg, Executive Director, and Justin Eby, Housing and Community Development Director, Lancaster County Redevelopment Authority – Administrative Agreement re. HUD Grant Program (please refer to motion on tomorrow's agenda); Lancaster County's Annual Action Plan for the Community Development Block Grant Program, HOME Investment Partnerships Program and Emergency Solutions Grant Program for Fiscal Year 2019 (please refer to Resolution No. 34 of 2019 on tomorrow's agenda); and Substantial Change to Lancaster County's Annual Action Plan for Fiscal Year 2018 (please refer to Resolution No. 35 of 2019 on tomorrow's agenda)

10:30 a.m. Beth Eberly, Program Coordinator, Parents as Teachers Program, Amanda Burns, Education Impact Team Leader, and Brooke Smith, Prenatal to Third Grade Coordinator, Community Action Partnership (CAP) – Extension to Grant Agreement (please refer to motion on tomorrow's agenda)

10:40 a.m. Lawrence George, Chief Clerk – Lancaster County Human Services Block Grant Plan for Fiscal Year 2019-2020 (please refer to Resolution No. 36 of 2019 on tomorrow's agenda)

Other Discussion Items:

1. Appointments/Reappointments
2. June 5, 2019 Commissioners' Meeting Agenda

Adjourn

Note: *The Work Session is being audio recorded. We ask that attendees speak into the microphone for audio recording purpose.*

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:

U. S. Department of Justice OJP NIJ
Washington, D.C.

Purpose:

To submit a grant application to fund DNA testing services. The County's Unsolved Homicide Unit will review the County's cold cases for DNA evidence capable of further testing. Testing services will be performed by DNA Labs, International for analysis and uploaded into CODIS. If DNA samples fail to generate a hit, the samples will be sent to Parabon NanoLabs for phenotyping and genealogy profile services.

Amount/Term:

\$296,985.00 Federal funding (75%) and \$98,995.00 County in-kind match (25%) for a three-year grant period commencing January 1, 2020 through December 31, 2022.

6/05/19

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: May 22, 2019

Board Action Requested:

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

Approval to submit a grant application

Provider Information: (Name, Address):

U.S. Dept. of Justice OJP NIJ
 Washington, D.C.

Solicitation # NIJ-2019-15627

Proposed Program Budget Information:

Service	2019-2020 Amount to be Approved	2018-2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Grant application	296,985.00				100% Federal

Term of Contract: 3year grant period- January 1, 2020 to December 31, 2022

Budget Comments:

Program Information:

Description of Service:

If successful, the grant will fund DNA testing services performed by DNA Labs International and Parabon Nanolabs. The Unsolved Homicide Unit will review the county's cold cases for DNA evidence capable of further testing.

When found the DNA will be sent to DNA Labs Int. for analysis, all generated samples will be uploaded into CODIS. If the samples fail to generate a hit, the samples will be sent to Parabon NanoLabs. for phenotyping and genealogy profile services.

The 25% match will be through in-kind services of salaries and benefits for ADA Wilson, Det. Martin and Det. Erb. They will devote 50% of their time to the Unsolved Homicide Unit for the project.

3 year total: \$395,980.00= \$296,985.00 federal funds + 98,995.00 of in-kind match.

updated January, 2009

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'

June 5, 2019

To take official action on this item?:

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

Dale Brubaker, Grant Specialist
Christie Wilson, Asst DA

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

Dale Brubaker, Grant Specialist

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.

updated January, 2009

The County of Lancaster has 27 municipal police departments and a county detective unit which is part of the district attorney's office. These agencies work independently but when needed, in cooperation to investigate crimes within Lancaster County.

Over the past three decades, the number of unsolved violent crimes have been increasing. Due in part to no further evidence and lack of police resources being able to be devoted to the investigations. Unless new evidence was uncovered, or a witness comes forward; many of these cases remained cold.

Knowing the county's cold case numbers were growing; combined with recent advancements in forensic testing technology. The Lancaster County District Attorney formally created the Lancaster County Unsolved Homicide Unit (UHU) on April 1, 2019.

The UHU will assist municipal police departments in solving their cold cases. The unit is comprised of an assistant district attorney (who also leads the major crimes unit), two county detectives and a county detective who specializes in crime scene forensics. The assistant district attorney will provide legal guidance on the evidence's admissibility in court to increase the number of successful prosecutions.

Our project will be for the UHU to review each cold case to determine whether there is DNA evidence capable of being tested further. By providing the cases with "fresh eyes", it will allow for a different perspective on old evidence and or new evidence previously overlooked. The cases will be reviewed from the perspective of "what technology-DNA analysis can be used to solve this case". If requested, the UHU can take custody of the cold case to continue the investigation.

Grant funds will be used for testing services of DNA samples maintained from initial the investigations. The sample(s) will be retrieved and sent to DNA Lab International. Through a third-party provider, the data will be uploaded into CODIS. All matches will be investigated further by the detectives. If CODIS fails to find a match, the data will be sent to Parabon Nanalabs for Phenotyping and (if needed) Genealogy profiling. The generated composite profile will now be a face to the crime.

The District Attorney's Office has experience with collecting DNA samples and utilizing DNA Labs International and Parabon Nanalabs' services. In 2018 the detectives reopened the case of a brutal homicide of an elementary school teacher. Through DNA -Phenotyping and genealogy profiling, they were successful in solving the case and bringing closer to the 1992 murder.

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:

Lease Agreement With:

Hewlett-Packard Financial Services Company
Berkeley Heights, New Jersey

Purpose:

To provide financing for the replacement of 218 computers throughout the County in 2019. The vendor providing the computer equipment is CDW-G utilizing a Costars contract.

Amount/Term:

Not to exceed \$384,077.00 for a 48-month fair market value lease, including end of lease pack and ship return of equipment, effective upon the County's approval of the leases' delivery and acceptance certificate.

**Authorization to Sign
Lease Documents:**

The Board of Commissioners authorizes Lawrence M. George, Chief Clerk, to sign lease documents on behalf of the County of Lancaster.

6/05/19

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: Linda Schreiner, Senior Buyer
 Department: Purchasing
 Date: May 29, 2019

Board Action Requested:
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Agreement - Lease of Computer Equipment
Provider Information: (Name, Address): Hewlett-Packard Financial Services Company
200 Connell Drive, Suite 5000
Berkeley Heights, NJ 07922

Proposed Program Budget Information:

Service	2019 - 2023 Amount to be Approved	2009-2011 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Financing for 2019 Computer Equipment	\$384,077.00				County
Replacement being purchased through					
CDW-G					

Term of Contract: 48-month FMV lease including End of Lease Pack & Ship Return of Equipment

Budget Comments: 1st lease payment funds have been encumbered in 2019

Program Information:

Description of Service:

An RFQ (18-009) was issued March 15, 2018 that resulted in a July 25, 2018 motion that approved a Master Lease agreement for the leasing of computer equipment from CDW-G, utilizing a Costars contract.

This recommended lease schedule is to provide financing is for the replacement of an additional 218 computers throughout the County. This lease is a 48-month Fair Market Value Lease that includes an End of Lease Pack & Ship Return of Equipment.

As with the last lease request, we are requesting authority for the Chief Clerk to sign all related lease documents on behalf of the Board of Commissioners.

Lease documents have previously been reviewed by the Solicitor's office prior to signature.

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:

June 5, 2019

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

Linda Schreiner, Senior Buyer
Misty Witmer, Deputy Director IT Support Services

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

Linda Schreiner, Senior Buyer
Misty Witmer, Deputy Director IT Support Services

REQUEST SUMMARY

ITEMS FOR COMMISSIONERS' AGENDA ON JUNE 5, 2019

from

LANCASTER COUNTY BEHAVIORAL HEALTH/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	EI	Lehman Speech & Language Services	07/01/18 – 06/30/19	\$ 58,639.00	62.89% Increase	Provides special instruction and speech therapy for children being served by Lancaster County Early Intervention.	Amendment #1: Service line caps decreased for Special Instruction Eval., Individualized Family Support Plan (IFSP) Teaming-Speech, IFSP Teaming-Special Instruction, and Speech Eval. Service line cap for Special Instruction increased based on projected utilization. Net change of total contract cap is +\$22,639.86.
2	EI	Vision Corps	07/01/19 – 06/30/20	\$ 31,124.80	13.35% Increase	Provides special instruction vision services to children served by Lancaster County Early Intervention.	N/A
3	IDD	Community Behavioral Healthcare Network of PA d/b/a PerformCare	07/01/19 – 06/30/20	\$168,566.00	0.15% Increase	Provides Payment Agent and Fiscal Management Services (FMS) to individuals being served by Lancaster County Intellectual & Developmental Disabilities.	Payment is based upon the availability of funding. The contracted amount may need to be adjusted based upon the final allocation received by Lancaster County Intellectual Disabilities. Mileage will be reimbursed at the prevailing US General Services Administration (GSA) rate; currently \$0.58 effective 01/01/19.

4	MIH	Ephrata Area Rehabilitation Services, Inc. (EARS)	07/01/19 -- 06/30/20	\$ 22,125.00	(64.02%) Decrease	Provides sheltered workshop and community vocational training to individuals being served by Lancaster County Mental Health.	N/A
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On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster to approve the following:

Administrative Agreement With:

Redevelopment Authority of Lancaster County
Lancaster, Pennsylvania

Purpose:

To designate the Redevelopment Authority of Lancaster County to administer the U.S. Department of Housing and Urban Development (HUD) Grant Programs for grant year 2019 in conformance with applicable program regulations for the Community Development Block Grant Program, the HOME Investment Partnerships Program, and the Emergency Solutions Grant Program and all other applicable local, state and federal laws, rules and regulations.

6/05/19

RESOLUTION NO. 34 OF 2019

RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING LANCASTER COUNTY'S ANNUAL ACTION PLAN FOR FISCAL YEAR 2019 FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, THE HOME INVESTMENT PARTNERSHIPS PROGRAM AND THE EMERGENCY SOLUTIONS GRANT PROGRAM

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, the County of Lancaster (the County) has been designated as an entitlement community under the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program and the Emergency Solutions Grant (ESG) Program by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Redevelopment Authority of the County of Lancaster (Authority), acting on behalf of the County, developed an Annual Action Plan for Fiscal Year 2019 that proposes categories of activities and funding recommendations for programs that are designed to address the priority needs and local objectives described in the County's 2016-2020 Consolidated Plan; and

WHEREAS, the Authority utilized a citizen participation process to prepare recommendations for the use of CDBG, HOME and ESG entitlements, and the Authority presented the recommendations to the public for comment at a public hearing held on May 28, 2019; and

WHEREAS, the Board of the Redevelopment Authority of the County of Lancaster has recommended that the Board of Commissioners approve the proposed Fiscal Year 2019 Annual Action Plan as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA to approve the program objectives and activities presented in the Fiscal Year 2019 Annual Action Plan, and authorize the Redevelopment Authority of the County of Lancaster to submit the plan to the U.S. Department of Housing and Urban Development as Lancaster County's Fiscal Year 2019 Annual Action Plan for the Community Development Block Grant Program, HOME Investment Partnerships Program and the Emergency Solutions Grant Program.

ADOPTED this 5th day of June 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lawrence M. George, Chief Clerk
County of Lancaster, PA
Date: June 5, 2019

Joshua G. Parsons, Chairman

Dennis P. Stuckey, Vice Chairman

Craig E. Lehman

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

6/05/19

RESOLUTION NO. 35 OF 2019

RESOLUTION OF THE BOARD OF COMMISSIONERS APPROVING A SUBSTANTIAL CHANGE TO LANCASTER COUNTY'S ANNUAL ACTION PLAN FOR FISCAL YEAR 2018

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, the County of Lancaster (the County) has been designated as an entitlement community under the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program and the Emergency Solutions Grant (ESG) Program by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Redevelopment Authority of the County of Lancaster (Authority), acting on behalf of the County, developed an Annual Action Plan for 2018 outlining the resources available to specific activities; and

WHEREAS, the Redevelopment Authority wishes to amend the Fiscal Year 2018 Annual Action Plan to transfer \$400,000 in funding for Owner Occupied Housing to Public Infrastructure projects (\$300,000) and Blight Remediation projects (\$100,000); and

WHEREAS, The Board of the Redevelopment Authority of the County of Lancaster has recommended that the Board of Commissioners approve the Substantial Change to the 2018 Annual Action Plan as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA to approve the Substantial Change adding the transfer of \$400,000 in funding for Owner Occupied Housing to Public Infrastructure projects (\$300,000) and Blight Remediation projects (\$100,000) in the 2018 Annual Action Plan.

ADOPTED this 5th day of June 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lawrence M. George, Chief Clerk
County of Lancaster, PA
Date: June 5, 2019

Joshua G. Parsons, Chairman

Dennis P. Stuckey, Vice Chairman

Craig E. Lehman

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

6/05/19

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: Matthew Sternberg, Executive Director
 Department: Redevelopment Authority of the County of Lancaster
 Date: May 29, 2019

Board Action Requested: Administrative Agreement with the Redevelopment Authority
 Approval of the 2019 Annual Action Plan
 Substantial Change to the 2018 Annual Action Plan
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)
Provider Information: (Name, Address): U.S. Department of Housing and Urban Development
 Office of Community Planning and Development

The Wannamaker Building
 100 Penn Square East
 Philadelphia, PA 19107-3380

Proposed Program Budget Information:

Service	2019 Amount to be Approved	2018 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Community Development Block Grant	\$2,820,212	\$2,863,387	(\$43,175)	(1.5%)	100% Federal
HOME Investment Partnerships	\$1,681,158	\$1,837,064	(\$155,906)	(8.4%)	
Emergency Solutions Grant	\$242,965	\$235,509	\$7,456	3.1%	
Program Income	\$600,000	\$275,000	\$325,000	118%	
Reprogrammed Funds (CDBG & HOME)	\$400,000	\$570,000	(\$170,000)	(29%)	

Term of Contract: Annual – 2019

Budget Comments: Numbers shown for Fiscal Year 2019 are Final Grant Amounts

Program Information/Description of Service:

Please see attached Memorandum, Administrative Agreement, Citizen Summary, resolutions approving 2019 Annual Action Plan and 2018 Substantial Change.

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

June 5, 2019 Meeting

Date you would like the County Commissioners'

To take official action on this item?:

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

Matthew Sternberg, Executive Director
Justin Eby, Housing & Community Development Director

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

Matthew Sternberg, 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.

updated January, 2017



Date: May 30, 2019
Lancaster County Board of Commissioners
To: Joshua G. Parsons, Chairman;
Dennis P. Stuckey, Vice Chairman;
Craig E. Lehman
From: Matthew Sternberg, Executive Director
Subject: Administrative Agreement, Fiscal Year 2019 Annual Action
Plan, and 2018 Substantial Change

The Lancaster County Redevelopment Authority is charged with administering three federal grants on behalf of Lancaster County: the Community Development Block Grant Program (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant Program (ESG). The funds are provided annually, by the U.S. Department of Housing and Urban Development (HUD), on an entitlement basis. The Redevelopment Authority administers approximately 5 million dollars annually to address the housing and community development needs in low- and moderate-income communities in Lancaster County. Included in the annual funding are loan repayments and unexpended funds from prior years.

These programs were established by Congress to assist communities in:

- providing decent housing,
- establishing and maintaining suitable living environments, and
- expanding economic opportunities for every citizen of the community, particularly for very low-, low-, and moderate-income persons.

In order for the Redevelopment Authority to administer these HUD Grant Programs, the County must enter into an agreement with the Redevelopment Authority. The terms of the agreement can be found attached to this memo. We ask that you take action on the Administrative Agreement during the June 5, 2019 Public Meeting.

The second action item requested is for the approval of the Fiscal Year 2019 Annual Action Plan. The Annual Action Plan describes how Lancaster County will allocate funding from the three federal grant programs to meet the goals listed in the *2016-2020 Consolidated Plan*. For Fiscal Year 2019 the Redevelopment Authority, on behalf of the County will administer approximately \$5,744,335, in grant funds, program income, and prior year unobligated funds.

The Redevelopment Authority consulted with various county-wide agencies and organizations in the development of the Annual Action Plan. Included in the consultation process were: the Lancaster County Planning Commission, City of Lancaster, Lancaster Housing Opportunity Partnership, County Continuum of Care, Community Action Program, United Way of Lancaster, Lancaster County Lead Coalition, Spanish American Civic Association, and others.

In determining the proposed activities for public infrastructure, and facility projects and public services, the Redevelopment Authority utilized a Citizen Participation Process. The CDBG Steering Committee, made up of municipal and citizen representatives, reviewed and prioritized water, sewer, street improvement projects, and public facility improvements.

The Redevelopment Authority participated in a joint application process, led by the Lancaster County Coalition to End Homelessness (LCCEH) for allocating funding for Homeless Services. The LCCEH requested applications for programs to serve households experiencing homelessness and at-risk of homelessness in Lancaster County. Funding was made available through one application process, comprised of County and City ESG funds, Homeless Assistance Program (HAP) funds, and United Way of Lancaster Collective Impact funds.

A public meeting was held on May 28, 2019 to receive comments on the proposed plans. The County did not receive any public or written comments on the plans.

The Redevelopment Authority Board approved a resolution endorsing the Fiscal Year 2019 Annual Action Plan. We will ask you to approve the plans at your regularly scheduled meeting on June 5, 2019.

The Redevelopment Authority is also requesting approval of a Substantial Change to the Fiscal Year 2018 Annual Action Plan due to an underutilization of funds in the designated area. The Substantial Change request would transfer \$400,000 in funding from Owner Occupied Housing to Public Infrastructure projects (\$300,000) and Blight Remediation projects (\$100,000). To meet HUD's timeliness test in November 2019, which failure to do so may result in less allocation amounts in future years, these funds would go to shovel-ready projects which can begin immediately. The Owner-Occupied housing program (Home Repair) is still using 2017 funds to complete projects in 2019.

If you have any questions or need additional information prior to our scheduled meeting, please call me at 394-0793 x203.

2019 ANNUAL ACTION PLAN

Citizen Summary

May 2019

What is an Annual Action Plan

The Annual Action Plan serves as the formal application to HUD for entitlement grant funds received by Lancaster County. The plan provides specific answers to questions posed by HUD and outlines how the funds received will be allocated throughout Lancaster County.



HUD Formula Grants

Community Development Block Grant (CDBG)

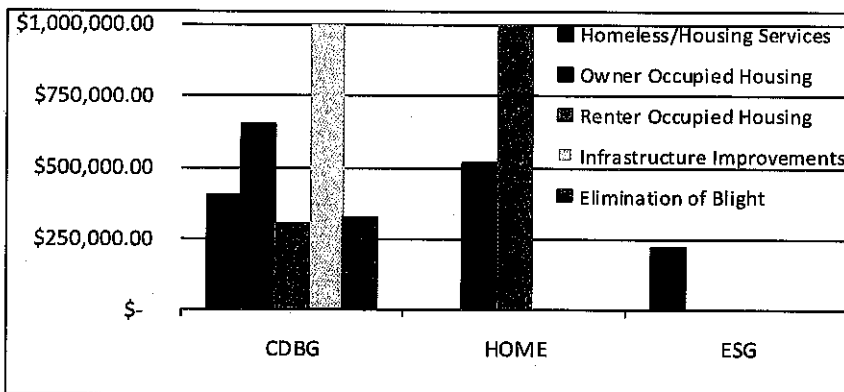
CDBG funds will be used for a variety of housing, community development, and public service activities that will benefit low- and moderate-income persons throughout Lancaster County.

HOME Investment Partnerships Program (HOME)

HOME funds, leveraged with local Affordable Housing Trust Funds, and Low Income Housing Tax Credits, will be allocated for new construction and rehabilitation of affordable owner and rental housing units. HOME funds are received for both the County and City of Lancaster as part of a Consortium Agreement for the County to administer the City's entitlement.

Emergency Solutions Grant (ESG)

ESG funds will support rapid re-housing services and shelter operations in Lancaster County.



Fiscal Year 2019 Funding Sources

CDBG Funds	\$2,820,212
HOME Funds.....	\$1,681,158
ESG Funds.....	\$242,965
Program Income.....	\$600,000
Reprogrammed	\$400,000
Total	\$5,744,335

2016-2020 Strategic Goals

- Create Affordable Rental Units
- Create Affordable Owner Units
- Rehabilitate Existing Renter Units
- Rehabilitate Existing Owner Units
- Reduce the Number of Blighted Properties
- Support Water, Sewer, Neighborhood Street Improvements, and Public Facilities
- Borough Revitalization Efforts
- Support Economic Development Projects
- Support Housing Services
(Including Fair Housing)
- Support Rapid Re-housing Services
- Assist Emergency Shelter Activities

View and Comment on the Plan

- Visit our website: www.lchra.com
- Stop by our office: 28 Penn Square, Suite 200, Lancaster PA, 17603
- Attend a Public Meeting: May 28 at 4:30 p.m. at Lancaster County Redevelopment Authority Office

Fiscal Year 2019 Goals	Funding Source Amount
<i>Create Affordable Rental Units</i>	HOME: \$1,204,765
	City HOME: \$300,000
<i>Create Affordable Owner Units</i>	City HOME: \$418,277
<i>Rehabilitate Existing Renter Units</i>	CDBG: \$300,000
<i>Rehabilitate Existing Owner Units</i>	CDBG: \$650,000
<i>Reduce the Number of Blighted Properties</i>	CDBG: \$325,000
<i>Support Water, Sewer, Neighborhood Street Improvements, and Public Facilities</i>	CDBG: \$1,075,212
<i>Assist First Time Homebuyers</i>	HOME: \$100,000
<i>Support Housing Services (Including Fair Housing)</i>	CDBG: \$400,000
<i>Support Rapid Re-housing Services and Emergency Shelter Activities</i>	ESG: \$224,743
<i>Administration</i>	CDBG: \$520,000
	HOME: \$208,116
	ESG: \$18,222

Outcome Measurement System

All activities must address one of the three primary HUD objectives:

- Provide a Suitable Living Environment
- Provide Decent Housing
- Provide Economic Opportunity

All activities must also address one of the following HUD outcomes:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

2019 Funded Programs

Rental Housing Program

Proposals Are Due September 30, 2019, to align with Pennsylvania Housing Finance Agency's (PHFA) Low-Income Housing Tax Credit Process.

Public Improvements Program

- Emerald Foundation Building Renovations—Manheim Township
- YWCA Lancaster Building Renovations—City of Lancaster
- S. 2nd Street Improvements—Columbia Borough
- Historic Market Housing Improvements—Columbia Borough
- E. High Street Pedestrian Improvements—Manheim Borough
- W. Frederick and S. Duke Streets Infrastructure Improvements—Millersville Borough
- Brick Mill Road Culvert Replacement—Sadsbury Township

County Homebuyer Program

Lancaster Housing Opportunity Partnership (LHOP)

Public Services Program

Housing and Homeless Services applications currently being reviewed and will be allocated to various organizations in June 2019.

Redevelopment Authority Board of Directors

Edward Fisher, Chair
 James Williams, Vice-Chair
 Gerald Robinson, Treasurer
 Jim Eby
 Laura Lyon-Slaymaker

Redevelopment Authority Staff

Matthew Sternberg, Executive Director
 Justin Eby, Housing & Community Development Director
 Aimee Tyson, Planning and Compliance Manager
 Michaela Allwine, Housing Programs Manager

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

1. **Extension to Grant Agreement**
No. 4100067012 With:

Pennsylvania Department of Human Services
Office of Child Development and Early Learning (OCDEL)
Harrisburg, Pennsylvania

Purpose:

To extend the term of the grant for Family Center services to at-risk families, including "Parents As Teachers" Program, which offers personal home visits, child screenings, group connections, parent workshops and referrals to community resources.

Amount:

The amount to be determined by OCDEL which has not been released to date (State-OCDEL funding).

Term:

Extend the term of the existing grant agreement for an additional two years for the period July 1, 2019 through June 30, 2021.

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: Beth Eberly
Parents as Teachers, Program Coordinator

Department: Community Action Partnership of Lancaster County

Date: 5/30/19

Board Action Requested:

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

Two year extension to the term of Grant # 4100067012 for Family Center services to at-risk families, including the Parents as Teachers program which offers personal home visits, child screenings, group connections, parent workshops, and referrals to community resources.

This grant is funded by the Office of Child Development and Early Learning.

Provider Information: (Name, Address):

Community Action Partnership of Lancaster County

601 South Queen Street

Lancaster, PA 17603

Proposed Program Budget Information:

Service	2019/2020 Amount to be Approved	2018/2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Parents as Teachers services	TBD	\$414,039	TBD	TBD	State-OCDEL

Term of Contract:

07/01/2019 – ~~09/30/2019~~ July 1, 2020 June 30, 2021

Budget Comments:

*OCDEL has not yet released the extension amount. Current grant ends 6/30/19 and this extension will begin 7/1/19.

Program Information/Description of Service:

Parents as Teachers is an evidence-based home visiting program which includes personal home visits, child screenings, group connections, parent workshops, and referrals to community resources. The goals of this model include improved

child health and development, reduced rates of child abuse and neglect, increased school readiness, and increased parent involvement in children's care and education.

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'

05/28/2019

To take official action on this item?:

05/29/2019

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

- Beth Eberly-Program Coordinator, CAP
Parents as Teachers
- *Amanda Burns
Education Impact Team Leader, CAP
- *Brooke Smith
Prenatal to Third Grade Coordinator, CAP

*TBD

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

- Beth Eberly-Program Coordinator, CAP
Parents as Teachers
- *Amanda Burns
Education Impact Team Leader, CAP
- *Brooke Smith
Prenatal to Third Grade Coordinator, CAP
- *Catherine Palm
Program Specialist, Lancaster CYA

*TBD

This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday

updated March 2019

RESOLUTION NO. 36 OF 2019

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, the County of Lancaster has been selected by the Pennsylvania Department of Public Welfare as one of twenty pilot counties for the new Human Services Block Grant under Act 80 of 2012; and

WHEREAS, the Human Services Block Grant encompasses mental health and intellectual disabilities base funds, Act 152 drug and alcohol funds, behavioral health services initiative (BHSI) funds, the Human Services Development Fund and homeless assistance funding; and

WHEREAS, the pilot counties will continue to receive funding for the five line items based upon categorical allocations, but are permitted flexibility in their expenditure across program lines, with limitations; and

WHEREAS, at full implementation, in 2017, the pilot counties are still required to fund each of the five program areas and cannot defund any of the included line items completely; and

WHEREAS, pilot counties were required to inform citizens and clients of changes that may be included in the proposed content of the Human Services Block Grant; and

WHEREAS, the County of Lancaster has opted to hold four public hearings held on May 23, 2019 at 3:00 p.m., May 28, 2019 at 6:00 p.m., June 3, 2019 at 3:00 p.m. and June 5, 2019 at 9:15 a.m. to discuss the proposed Human Services Block Grant categorical funding allocations for Fiscal Year 2019-2020 and provide opportunity for public comment; and

WHEREAS, the County of Lancaster will abide by the terms outlined in the County Human Services Plan Assurance of Compliance.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA That the Lancaster County Human Services Block Grant Plan for Fiscal Year 2019-2020 be approved as presented, recognizing the Plan's ultimate reliance on the passage of a State Budget.

ADOPTED this 5th day of June, 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lawrence M. George, Chief Clerk
County of Lancaster, PA
Date: June 5, 2019

Joshua G. Parsons, Chairman

Dennis P. Stuckey, Vice Chairman

Craig E. Lehman

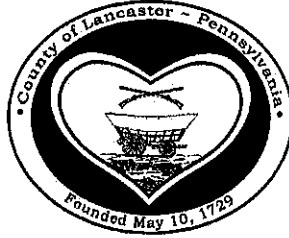
**Board of Commissioners of
Lancaster County, Pennsylvania**

6/05/19

LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, June 5, 2019

9:15 a.m. – Conference Room #701, 7th Floor



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Joshua G. Parsons.
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of the May 29, 2019 Commissioners' Meeting Minutes.
4. Old Business:
 - a. **Re-announcement:**
An evening Commissioners' Meeting is scheduled on Wednesday, June 12, 2019 at 7:00 p.m. at East Drumore Township Municipal Building, 925 Robert Fulton Highway, Quarryville, Pennsylvania.
There will be no Commissioners' Meeting held on Wednesday morning, June 12, 2019 at 9:15 a.m.
5. New Business:
 - a. **Announcement:**
The Commissioners' Work Session scheduled for Tuesday, June 11, 2019 at 10:00 a.m. has been canceled.
 - b. **Lancaster County Redevelopment Authority – Administrative Agreement re. HUD Grant Program**
Matthew Sternberg, Executive Director, Lancaster County Redevelopment Authority
Justin Eby, Housing and Community Development Director, Lancaster County Redevelopment Authority
 - c. **Resolution No. 34 of 2019 – Lancaster County's Annual Action Plan for the Community Development Block Grant Program, HOME Investment Partnerships Program and Emergency Solutions Grant Program for Fiscal Year 2019**
Matthew Sternberg, Executive Director, Lancaster County Redevelopment Authority
Justin Eby, Housing and Community Development Director, Lancaster County Redevelopment Authority

"continued"

- d. **Resolution No. 35 of 2019 – Substantial Change to Lancaster County's Annual Action Plan for Fiscal Year 2018**
Matthew Sternberg, Executive Director, Lancaster County Redevelopment Authority
Justin Eby, Housing and Community Development Director, Lancaster County Redevelopment Authority
- e. **District Attorney's Office – Grant Application**
Dale Brubaker, Grant Specialist, District Attorney's Office
- f. **Purchasing Department – Lease Agreement**
Linda Schreiner, Senior Buyer, Purchasing
Misty Witmer, Deputy Director IT Support Services, Information Technology
- g. **Behavioral Health/Developmental Services – Amended Agreement and Agreements**
Judith Erb, Executive Director, Behavioral Health/Developmental Services, or
John Stygler, Deputy Director of Administration, Behavioral Health/Developmental Services
- h. **Community Action Partnership (CAP) – Grant Agreement Extension**
Beth Eberly, Program Coordinator, Parents as Teachers Program, CAP
Amanda Burns, Education Impact Team Leader, CAP
Brooke Smith, Prenatal to Third Grade Coordinator, CAP
- i. **Public Hearing re. Human Services Block Grant Categorical Funding Allocations for Fiscal Year 2019-2020**
Lawrence George, Executive Director, Behavioral Health/Developmental Services
- j. **Resolution No. 36 of 2019 – Approval of Lancaster County Human Services Block Grant Plan for Fiscal Year 2019-2020**
Lawrence George, Chief Clerk

6. Business from Guests

7. Adjourn

Note: The Commissioners' Meeting is being video recorded for public viewing and is available on the County's website. We ask that attendees speak into the microphone at the podium for audio recording purposes.