

PROPOSED AGENDA, WEDNESDAY, OCTOBER 30, 2019

9:00 A.M. Convening of the Adams County Board of Commissioners' Meeting.

Pledge of Allegiance

Minutes:

Approval of the Minutes of the October 23, 2019 Commissioners' Meeting as presented.

Executive Session:

Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues.

Proclamation:

- "GIVING SPREE DAY" – November 7, 2019

Public Comment:

During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.

Children & Youth Services:

Recommendation by Sarah Finkey, Director, to approve the following:

- Permanent Legal Custodianship Agreement between the County of Adams and E.C. on behalf of G.H. in the monthly subsidy amount of \$798.00
- Adoption Assistance Agreement between the County of Adams and A.P. & H. R. on behalf of R.C-H. in the monthly subsidy amount of \$780.00

Tax Services:

Recommendation from Susan Miller, Assistant Chief Assessor, to approve the following:

- Personal Tax Exemption request for the following individuals who have met the guidelines of County policy: Rose Hess, Cumberland Township; Donald Bollinger, Doris Frohock, Nancy Luckenbaugh, Doris Kovach and Phyllis Kohr all of Oxford Township

AGENDA, WEDNESDAY, OCTOBER 30, 2019

Page 2

Tax Services cont'd:

Disabled Veterans Real Property Tax Exemption Certification:

- Robert L. Keck, 350 Glenwyn Drive, Littlestown, PA, located in Littlestown Borough, Parcel #27006-0015---000 consisting of a one-story home, with attached garage and .47 acre, effective with the 2020 County and Township taxes

- Kenneth L. Harrington, 15 Waynesboro Pike, Fairfield, PA, located in Liberty Township, Parcel #25C18-0046A---000 consisting of a one-story home and 5.81 acres, effective with the 2020 County and Township taxes
- John W. Colby, 1244 Chambersburg Road, Gettysburg, PA, located in Cumberland Township, Parcel #09E12-0086---000 consisting of a one-story home, with attached garage and .84 acre, effective with the 2020 County and Township taxes

Information Technology Department:

Recommendation from Director Phil Walter, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the Statement of Work and Terms & Conditions for Network and Web Application Penetration Testing Services by the Center for Internet Security, Inc. ("CIS") for the performance of external testing on the County's public facing assets to identify, assess and remediate vulnerabilities in the County System and Emergency Services, at a cost to the County of \$16,520.00. Further recommendation that the Board execute the Addendum to Penetration Services Terms & Conditions and a Business Associate Agreement with CIS to protect from disclosure of the County's PHI and HIPAA-protected data.

Commissioners

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve and sign the following:

- Agreement for Services between the County of Adams and M & A Coatings, LLC, 1508 Amity Ridge Road, Washington, PA in the amount of \$45,000.00 for the exterior painting above the second story windows of the Old Historic Courthouse Building.
- Adopt the Adams County Document Shredding Policy, wherein County records are to be destroyed at the HSB by staff, in accordance with the terms of this policy, as recorded by the responsible Department Director in the County Records Disposal Log, and as evidenced by the Building & Maintenance staff by the Certificate of Destruction. And wherein records of the 51st Judicial District shall be destroyed by CJIS-identified personnel only, and, recorded in the Unified Judicial System Disposal Log-Non-Permanent Records and evidenced by a Certificate of Destruction. Destruction of Permanent Records shall be coordinated with the District Court Administrator after approval by the AOPC.

AGENDA, WEDNESDAY, OCTOBER 30, 2019

Page 3

Commissioner's cont'd:

- Set the following rates commencing January 1, 2020 for a term of (1) year, for employee health benefits, said rates being set in preparation for County's Open Enrollment period commencing on or about November 4th, 2019:
 - Capital Blue Cross Administrative Services Only (ASO) rate of \$43.75 per Person per Month, includes PPO and Rx claims processing;
 - Capital Blue Cross Vision Claims Processing and Administration rate of \$1.00 per Person per Month;
 - One America for the following Employer provided benefits:
 - Employee Life Insurance benefits at the following rates per \$1,000 in coverage based on age:
0-29 \$.09, 30-34 \$.128, 35-39 \$.141, 40-44 \$.154, 45-49 \$.218,
50-54 \$.320, 55-59 \$.576, 60-64 \$.870, 65-69 \$1.65, 70 and older \$2.659;
 - Accidental Death & Dismemberment Coverage at the cost of \$.10 per month per employee;
 - Short Term Disability at a rate of \$.43 per \$1000.00 in coverage.

- Infinisource FSA Health Flexible Spending Account and DSA Dependent Care Flexible Spending Account administration rate of \$4.50 per participant per month;
- Colonial Life Voluntary Employee Supplemental Insurance for Critical Care, Cancer Coverage, Accident &/or Long-term Disability Coverage Renewal at 2019 rates (no change for renewal at any level of coverage);
- One America Voluntary Employee Spousal &/or Dependent Life Insurance Coverage Renewal at 2019 rates (no change for renewal at any level of coverage).

Personnel Report:

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following:

- Brandi Green, Office Assistant, effective November 11, 2019
- Kristina Miller, Office Assistant, effective November 4, 2019

Separation of Employment:

- Mayria Kitzmiller, Custodian, effective October 25, 2019
- Timothy Unger, Corrections Officer, effective October 25, 2019

Other Business:

Solicitor Mudd
Commissioner Qually
Commissioner Martin
Commissioner Phiel

Adjournment: