

CAMBRIA COUNTY BOARD OF COMMISSIONERS

Salary Board

July 10, 2025

10:00 a.m.

Pledge of Allegiance.

Moment of Silence.

Call to Order.

Public Comment.

Approve the Salary Board Minutes of June 12, 2025.

Create:

1. Full-Time Acting Deputy Chief of Probation Officer for Adult Probation, (Paygrade 80-C/\$73,653.58 [1820 hours] annually), effective July 14, 2025.

Adjournment.

CAMBRIA COUNTY BOARD OF COMMISSIONERS

Agenda

July 10, 2025

10:00 a.m.

Call to Order.

Public Comment.

Approve the Minutes of the Commissioners' Meeting held June 26, 2025.

COMMISSIONERS

Notice of Executive Sessions:

- 1. July 7, 2025, meeting with Agency Department Heads.**
- 2. July 8, 2025, meetings with Human Resources and the Solicitor.**

Audit:

Presentation of the 2024 Audit by Wessel & Company.

Resolutions:

Approve the Fair Housing Resolution.

Approve the Resolution, as required by Treasury Retail Securities Services, stating that the Commissioners are authorized to sign on behalf of the Area Agency on Aging.

Amendments:

Approve the First Amendment to Contract No. C000080367 with the Commonwealth of Pennsylvania, Department of Community and Economic Development, which will extend the term of the original Agreement until December 31, 2025.

Approve the Amendment to Agreement No. 4100089690 with the Commonwealth of Pennsylvania, Department of Aging, to extend the term until September 30, 2025, in the amount of \$1,158,364.00.

Agreements:

Approve the Proposal and Contract Form MS-944 submitted by Mar-Allen Concrete Products, Inc., to perform repairs to Bridge No. 27, Von Lunen Street Bridge, in the amount of \$48,828.00.

Approve the Agreement with Zelenkofske Axelrod, LLC, to provide audits for the Prison Canteen Fund, the Adult Probation Intermediate Punishment Unit, the Clerk of Courts, the Prothonotary, the Recorder of Deeds, the Register of Wills, the Prison Resident Canteen Fund, and the Sheriff's Office, for the following years and amounts.

2025	\$31,500.00
2026	\$32,000.00
2027	\$32,500.00

Contracts (Provided Funding is Available):

Approve three (3) Service Contract Amendments for Cambria County Drug & Alcohol Fiscal Year 2024-2025.

<u>Vendor</u>	<u>Service Provided</u>	<u>Amount</u>
DLP Conemaugh Memorial Medical Center	Same as originally approved. Extending contract term until 12/31/25.	No change
Martella's Pharmacies	Same as originally approved. Extending contract term until 12/31/25.	No change
Martella's Pharmacy of Park Hill, LLC	Same as originally approved. Extending contract term until 12/31/25.	No change

Approve two (2) Service Contracts for Cambria County Children & Youth Services Fiscal Year 2025-2026.

Professional Family Care Services, Inc.					
<u>Cert No.</u>	<u>Unit ID</u>	<u>Service Provided</u>	<u>Rate</u>	<u>Maintenance</u>	<u>Admin</u>
331020	FF	Foster Care Services	\$ 72.76/day	\$37.50	\$35.26
331020	II	Minor Parent and Child Foster Care	\$ 105.38/day	\$69.76	\$35.62
326080		Family Group Decision-Making Successful Conference: A family that has been referred for a FGDM conference in which a conference is coordinated and facilitated with nuclear family, extended family, and/or identified supports of the family and has an approved plan, (max 30 hours).	\$2,500.00 Maximum of \$3,000.00 per conference, with County approval for identified extraordinary expense (i.e., out of town travel and/or lodging)		
326080		Family Group Decision-Making Successful Referral: A family that has been referred for a FGDM conference in which coordination activities have occurred that directly correlate to the FGDM referral but does not result in a family conference, (max 10 hours).	\$1,000.00		
326080		Family Group Decision-Making Unsuccessful Referral: A family that has been referred for a FGDM conference that does not result in any new engagement/activities due to a lack of engagement by the nuclear family and/or extended family members, (max 3 hours).	\$250.00		
		Family Group Decision-Making Follow-Up Conference	\$500.00		
		Emergency Caregiver Assessment: When the process ends following the assessment/SWAN withdrawal.	\$50.00/hour		
313790		Adoption Services (SWAN Affiliate Agency)	As defined by the State		
		Family Profile	\$3,500.00 (after SWAN funds depleted)		
		Child Profile	\$2,300.00 (after SWAN funds depleted)		
		Child Preparation	\$3,290.00 (after SWAN funds depleted)		
		Child-Specific Recruitment	\$3,330.00 (after SWAN funds depleted)		
		Permanency Court Conference	\$1,150.00		
		IL Service Plan Meeting	\$600.00		
		Family Service Plan Conference	\$600.00		
		Interstate Compact Home Study	\$3,500.00/study		
		Global Assessments and Annual Re-Evaluation of Interstate Compact Foster Home (ongoing), per case.	\$590.00/every three months		
		Extra Ordinary Mileage Reimbursement	PA State approved rate		
		Family Finding	\$60.00 / hour (not to exceed \$82,000.00)		

Independent Family Services, Inc.

Family-Based Mental Health Services (FBMHS) – Behavioral Health Treatment Services for children under 21 years of age that involves family therapy and occurs in the school, home, and community; includes those with co-occurring disorders, (MA eligible and upon approval).	No Charge
In-Home Parent Support Services – a. <u>Parenting Enhancement Services</u> - Including SAFECARE b. <u>Family Activity Building Services</u> c. <u>Community Support Building Services</u> d. <u>Supervised Visitation</u> , and e. <u>Comprehensive Reporting Services</u> includes monthly progress reports and family functionality assessment and evaluation. Includes telehealth services and truancy education services.	<p>Direct Services (including Telehealth) - \$89.00</p> <p>Court Preparation & Testimony - \$89.00</p> <p>Court Report - \$31.50 (maximum 2-hour charge)</p> <p>Consultation - \$52.50</p>
Crisis Intervention – IFS Family Resource Professionals offer 24/7 telephone coverage for CYS families in crisis. These situations can lead to traumatic and life-threatening events, if left unattended. The families that work with the IFS Family Resource Professionals often rely on the IFS worker as their first line of defense. Families are also encouraged to use local and state police, the Cambria County Crisis Unit, and the Women's Help Center while learning to independently deal with their crises.	<p>Direct Services (including Telehealth) - \$89.00</p>
Follow-Up Aftercare Services – Monthly contact with families who successfully complete an IFS program up to 12 months. Review Discharge Planning and assist family as necessary.	No Charge
Assessment & Evaluation Services – In-home family functionality assessment and baseline measurement of current functionality with report to referring agency, maximum of 12 hours. IF IFS services are initiated after the assessment and evaluation, then the evaluation results will be utilized for referred family.	\$89.00
Batterer's Intervention Group – 26-week Duluth model: Educational materials and presentations to males/females, (over 18 years old), who have been involved in domestic violence situations. All participants will be charged an assessment fee of \$80.00 and will be charged a minimum fee of \$20.00 per group. Weekly groups are held in Johnstown and have an open enrollment.	No Charge
Court Preparation & Involvement – Court preparation and testimony as to family progress, deficiencies, and issues within the scope of the IFS program. Provide recommendations and prognoses.	See individual service listed
Court Reports – Detailed description of family progress and recommendations for treatment/intervention. Court notice must be provided a minimum of 15 days prior to hearing date to ensure delivery of IFS Court Report. Minimum charge of 1-hour, maximum charge of 2 hours.	See individual service listed
IFS Consultation – Face-to-face consultation with caseworker regarding a family referred for IFS services or consultation after services have been initiated that has been requested by the caseworker/supervisor.	See individual service listed
Home Management Services – Designed to offer the most basic needs that are necessary in the development of healthy and safe children. The program utilizes a home manager to assist the family with the basics of providing food, shelter, and clothing in a safe and sanitary environment where each individual learns their specific role in meeting these basic family goals. The Home Management Program conducts lice, bedbug, and cockroach protocol specifically authorized by the Cambria County Caseworker. Includes Telehealth services.	<p>Direct Services (including Telehealth) - \$50.00</p> <p>Court Preparation & Testimony - \$50.00</p> <p>Court Report - \$21.00 (maximum 2-hour charge)</p> <p>Consultation - \$31.50</p>
Supervised Visitation/Parent Caregiver Relief-Support & Respite Care – IFS offers professionally monitored visitation sessions between children and their non-custodial parents or guardians in a secure, child-friendly setting. As well, IFS staff can offer parent(s)/caregiver(s) relief/support when requested by the CYS supervisor/caseworker, ensuring the child(ren) are safely cared for within the IFS Supervised Visitation Center. Two staff members as requested by CYS supervisor/caseworker when high-risk situations may include, but not limited to, confirmed or suspected drug use, concern for mental health symptomology, untreated diagnosed mental health, history of violence and criminal activity.	<p>Supervised Visitation - \$89.00</p> <p>Two or More IFS Staff - \$150</p> <p>Three or More Children requiring Two or More IFS Staff - \$150</p> <p>Court Preparation & Testimony - \$89.00</p> <p>Court Report - \$31.50 (maximum 2hr charge)</p> <p>Consultation - \$52.50</p> <p>Lice/Bedbug/Cockroach Protocol Primary worker - \$94.50</p> <p>Additional Staff - \$50.00</p> <p>Court Preparation & Testimony - \$50.00</p> <p>Court Report - \$21.00 (maximum 2-hour charge)</p> <p>Consultation - \$31.50</p>
Lice/Bedbug/Cockroach Protocol – Designed to assist families with infestations to reduce the infestation and teach real life skills to the family to eliminate the need for services in the future. The program utilizes 1 to 3 Home Management staff to assist the family with eliminating the infestation, treating the home, and/or preparing the home for treatment by exterminators. A primary staff member coordinates and utilizes additional IFS staff member(s) dependent upon the severity and nature of the infestation to implement initial protocols and then singularly monitors and manages the protocols henceforth.	
Recovery Coach Services – An intensive, community-based case management program for individuals and their families who are involved with their local county Children & Youth Services agency and are experiencing distress because of a substance use disorder (SUD) within the family unit. Recovery coaches help individuals' transition through the continuum of addiction treatment (i.e., from detox to aftercare), provide education to the family about SUD to further strengthen recovery and help individuals sustain their recovery in conjunction with formal addiction treatment through consultation, skills training, and coaching. Includes Telehealth services.	<p>Direct Services (including Telehealth) - \$76.00</p> <p>Recovery Coach Group - \$22.00 per person</p> <p>Court Preparation & Testimony - \$76.00</p> <p>Court Report - \$21.00</p> <p>Consultation - \$31.50</p>
Family First Foster Parent Program – A program designed to support foster parents and CCCYS by a two-person team consisting of a Master's and Bachelor's level staff to prevent placement disruption. FFP services can be provided by staff jointly or independently. The program places the children at the center of the equation, grounded first and foremost in what children need. Foster parents and caregivers are provided coaching and support in building specialized skills to effectively care for children who have experienced instability and trauma. Includes telehealth services.	<p>Individual Services (including Telehealth) - \$84.00</p> <p>Team Delivered (including Telehealth) - \$125.00</p> <p>Court Preparation & Testimony - \$84.00</p> <p>Court Report - \$31.50 (maximum 2-hour charge)</p> <p>Consultation - \$52.50</p>
Telehealth – IFS began using various forms of communication as a result of the global Covid-19 crisis in addition to face-to-face direct services. IFS staff conduct the various services offered via facetime, zoom, skype, and telephone communication, dependent upon the technical capabilities of the client(s).	See individual service listed
Training – Staff training, parent training, conference trainings, service provider training.	<p>\$525.00 per day/6 hours</p> <p>Direct Services (including Telehealth) - \$89.00</p>
Safe Care Program – An evidence-based in-home family service program for children 5 or under to educate the family on safety, health, and parent child interaction needs. Includes Telehealth services.	Coaching/Audio Consultation - \$52.50
Transportation – To be billed in 15-minute increments.	\$50.00 per hour
Transportation Wait Time – To be billed in 15-minute increments.	\$25.00 per hour
Transportation Cancellation Without 24-Hour Notice Fee	\$50.00

Approve two (2) Service Contracts for Cambria County Area Agency on Aging Fiscal Year 2025-2026.

<u>Vendor</u>	<u>Service Provided</u>	<u>Amount</u>
County Homemakers d/b/a Arcadia Home Care	Personal Care and Home Support	\$200,000.00 max
Allegheny Unlimited Care Providers	Personal Care and Home Support	\$230,000.00 max

Approve four (4) Service Contracts for Cambria County Human Services Fiscal Year 2025-2026.

<u>Vendor</u>	<u>Service Provided</u>	<u>Amount</u>
Cambria County Children & Youth Services	Provide counseling and intervention to eligible clients, as outlined in the Human Services Developmental Fund Instructions and Requirements Supplements.	\$50,000.00
Community Action Partnership of Cambria County	Offer case management services to eligible clients, as outlined in the Assistance Program Instructions and Requirements.	\$12,000.00
Community Action Partnership of Cambria County	Offer rental assistance services to eligible clients, as outlined in the Assistance Program Instructions and Requirements.	\$66,000.00
The Nutrition Group	Offer primary and emergency meals to eligible adult clients, as Outlined in the Human Services Development Fund Instructions and Requirements.	\$50,000.00

Approve eleven (11) Service Contracts for BHDS Fiscal Year 2025-2026.

<u>Vendor</u>	<u>Service Provided</u>	<u>Amount</u>
Alternative Community Resource Program	Provide services for indigent individuals in addition to respite for those who qualify through the Family Base Behavioral Health Services.	\$5,000.00
A Bridge to Independence	Provider will link, coordinate, and monitor services per the needs of the consumer.	\$10,000.00
Cambria County Association for the Blind & Handicapped	Shelter Employment Program with the intent of maintaining the overall Personal, social, and vocational needs of those with intellectual and developmental disabilities.	\$188,667.00
Cambria County Association for the Blind & Handicapped	Shelter Employment Program with the intent of maintaining the overall personal, social, and vocational needs of those with intellectual and developmental disabilities.	\$61,865.00
Center for Community Resources	Provider will link, coordinate, and monitor services per the needs of the consumer.	\$10,000.00
Goodwill of the Southern Alleghenies	Supported employment for Behavioral Health consumers.	\$35,000.00
Independent Family Services, Inc.	Family-based behavioral health services will be provided.	\$7,500.00
The Learning Lamp	Provide small group social-emotional counseling and tutoring for high-Risk children at all three (3) of their outreach sites.	\$64,025.00
North Star Services, Inc.	Provider will link, coordinate, and monitor services per the needs of the consumer.	\$10,000.00
Sign Language Specialists of Western PA, Inc.	Provide language interpretation services/sessions including court testimony and reporting.	\$1,000.00
Speak Write	Provide translation services: General Transcription Legal Transcription Multi-Speaker Transcription Spanish Translation Transcription	\$0.150 per word \$0.150 per word \$0.225 per word \$9.00 per audio minute

Tax Exoneration:

Approve exonerating unpaid taxes and penalties, in the amount of \$973.50, for property located at 237 Fayette Street, in Westmont Borough.

Tax Appeal:

Approve the Stipulation prepared in the tax appeal of LVF Property Development, LLC, filed at No. 2024-3964.

PERSONNEL ACTIONS

New Hires:

- 1. Jason Long, Full-Time Watchman/Custodian for Maintenance, (Paygrade 9-D/\$13.10 [2080 hours] per hour), effective July 20, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**
- 2. Jill Schankweiler, Full-Time Legal Secretary for Juvenile Probation, (Paygrade 23-C/\$14.06 [1820 hours] per hour), effective July 21, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**
- 3. Sharon Kieta, Full-Time Caseworker I for BHDS, (Paygrade 41-E/\$40,131.00 [1820 hours] annually), effective July 21, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**
- 4. Caroline White, Full-Time Caseworker I for BHDS, (Paygrade 41-E/\$40,131.00 [1820 hours] annually), effective July 21, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**
- 5. Alanna Bates, Full-Time Caseworker I for Children & Youth Service, (Paygrade 52-C/\$43,192.50 [1950 hours] annually), effective July 22, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**
- 6. Laura Twigg, Full-Time Accountant I for Children & Youth Service, (Paygrade 43-H/\$41,125.50 [1950 hours] annually), effective July 21, 2025. (Employment is contingent upon successful completion of pre-employment health screening).**

Transfers:

- 1. Rylan Vojtowicz, Full-Time Watchman/Custodian for Maintenance, (Paygrade 9-D/\$13.43 [2080 hours] per hour), to Full-Time Maintenance Worker I/Voting Machine for Maintenance, (Paygrade 13-E/\$13.71 [2080 hours] per hour), effective July 6, 2025.**
- 2. Gary Welsh, Full-Time Intake Supervisor for Adult Probation, (Paygrade 57-G/\$66,939.08 [1820 hours] annually), to Full-Time Acting Deputy Chief of Probation Officer for Adult Probation, (Paygrade 80-C/\$73,653.58 [1820 hours] annually), effective July 14, 2025.**

Remove from Payroll:

- 1. John Kindja, Full-Time Correctional Officer I for the Prison, (Paygrade 26-A/\$27.16 [2080 hours] per hour), effective July 22, 2025.**

- 2. Gary Welsh, Per-Diem DUI Instructor for Court Special Administration, (Paygrade 32-W/\$100.00 [1000 hours] per class), effective June 30, 2025.**
- 3. Kevin McQuillan, Full-Time Caseworker I for BHDS, (Paygrade 41-E/\$40,131.00 [1950 hours] annually), effective July 2, 2025.**
- 4. Kelsey Way, Full-Time Caseworker I for Children & Youth Service, (Paygrade 52-C/\$43,192.50 [1950 hours] annually), effective July 4, 2025.**

The next regularly scheduled Commissioners' Meeting will be held on Thursday, July 24, 2025, at 10:00 a.m., at East Taylor Township Municipal Building, 2402 William Penn Avenue, Johnstown.

Adjournment.