

**ALLEN COUNTY COUNCIL MEETING MINUTES
MARCH 17, 2005
8:30 AM**

The Allen County Council met in the County Council Chambers/Commissioners Courtroom on Thursday, March 17, 2005 at 8:30 am. The purpose of the meeting was for additional appropriations and transfer of funds in excess of the budget of the current year; also Economic Development, Grants and any other business to come before Council.

Present: Darren E. Vogt, President; Paula S. Hughes, Vice President; Michael W. Cunegin II, Paul G. Moss, Roy A. Buskirk and Paulette L. Kite. Calvert S. Miller was absent.

Also present: Lisa Blosser, Auditor; Tera Klutz, Chief Deputy Auditor; Jackie Scheuman, Financial Advisor; Susan Whetstone, Administrative Assistant; Linda Bloom, Marla Irving and Nelson Peters, County Commissioner and Ed Steenman, County IT Director.

President Darren Vogt called the meeting to order at 8:30 am with the Pledge of Allegiance.

APPROVAL OF THE MINUTES – January 20, 2005 and February 17, 2005. There being no additions or corrections the minutes were approved as printed on a motion by Roy Buskirk and seconded by Mike Cunegin. Motion passed 6-0-1 with Cal Miller absent.

FINANCIAL REPORT: Lisa Blosser, Auditor: The amount you have left for appropriation today is \$9,105,744; the amount requested today is \$36,664; we are showing an outstanding debt to the Boys & Girls School of \$8,371,104.

Darren Vogt: I was looking through the information and I must say that our projection for interest on investments is \$700,000 and year to date we have \$377,000 so it looks like we are doing very well and this is good news.

Roy Buskirk: In looking at the Boys & Girls debt last year our bill was for \$1.1 million and our payment was \$972,000 we actually paid less than what we were invoiced last year and a lot of us thought that we would be reducing the debt.

Paula Hughes: No that was the budget for 2005 we appropriated \$1.4 million for this year hoping that it would be less than that. I am pleased that we paid as big a chunk as we did in 2004.

Roy Buskirk: Maybe Councilman Miller and I hoped that we had paid more.

Mike Cunegin: I believe that the money we got from the Child Psych fund in the amount of \$992,391 and that will be going to help pay off that debt.

Roy Buskirk: I believe we are holding that amount to generate some interest.

Mike Cunegin made a motion to accept the financial report as presented. Paula Hughes seconded it. Motion passed 6-0-1 with Cal Miller absent.

ECONOMIC DEVELOPMENT: Resolution 05-03-17-02

Scott Harrold, Senior Economic Development Specialist: Consideration of a resolution approving a Statement of Benefits (SB-1) for C&M Fine Pack located at 7707 Vicksburg Pike. Anita Yamanaka-Bryan of the Economic Alliance was present to answer any question.

C&M is requesting approval of a Statement of Benefits for a project at 7707 Vicksburg Pike. They are requesting both real and personal property tax abatement and this is the first project we have done under the new procedure so we hope this one goes well. The investment will be \$10,000,000 and a new structure will be added on to the back side of the building. They are also adding about \$25,000,000 in additional manufacturing equipment and also adding 270 new jobs. We were in competition with Atlanta, Georgia and as you are aware in a case like this you have to make certain commitments ahead of time. One of the commitments was that they would receive a 10-year abatement on both real and personal property. The 10-year tax abatement will save the company about \$1.9 million over the 10 years.

Today you have for your consideration a resolution that would approve the Statement of Benefits; this is the same type resolution that we used in the past for General Motors.

Paula Hughes: I had a conversation with Mr. Harrold about this application and even though by a slight technicality the company is only eligible for a 7-year abatement we felt that it would be appropriate to give them a 10-year abatement. The main reason for my support of that is the fact that they are creating 270 new jobs and that is a huge thing for Allen County and I think we need to again send the message that we want to encourage that type of activity and I think that by approving a 10-year rather than a 7-year abatement is a pretty easy way for us to do that.

Paul Moss: When you are talking to them on the front end are you talking about a 10-year abatement or do you talk in terms of years? Did you talk to them about a specific time frame for the abatement or is that after you apply the point system that you talk to them?

Scott Harrold: Usually we have a pretty good feel for the project but early on we get basic details and look at the application and try to figure about where it will fall; we knew it was going to be close. But, until you have the actual application you don't know how to assign the points.

Mike Cunegin: I would like to praise you for the job you have done and continue to do by going out and bring jobs and employment to this community. I agree with Councilwoman Hughes we want to send a positive message out to the community; there are 92 counties in this state and we want them all to come to the northeast corner of the state. By showing flexibility and bringing jobs and growth we want to continue to keep economic development in this community very strong. I am very positive about this project.

Roy Buskirk: Do you know who the contractor for this project is yet?

Anita Yamanaka-Bryan: The Company has someone for the building portion but I am not sure who it is.

Roy Buskirk: I was curious because I wanted to point out the fact that not only are they creating 270 new jobs there is a lot of community activity and creation of jobs through the construction companies.

I noticed on the application the fact that the applicant didn't agree to contribute to the development fund.

Anita Yamanaka-Bryan: They have contributed to the development fund in the past but due to the competitive nature of this project frankly this was an uphill battle for us and that was one more check mark for them to consider Allen County so this was part of their election to come here.

Darren Vogt: What is the time frame for construction and hiring?

Anita Yamanaka-Bryan: Hopefully they are going to be very aggressive and want to be up and running by the end of the year. They recently held a job fair so they could begin hiring.

Paula Hughes made a motion to approve the Statement of Benefits for C&M Fine Pack. Roy Buskirk seconded it. Motion passed 6-0-1 with Cal Miller absent.

Scot Harrold: I want to make you aware of a grant that we are applying for on behalf of C&M Fine Pack through the Industrial Development Grant Fund through the State of Indiana. The County will be the grant applicant. The last time we did this was in 2001 to expand Vicksburg Pike; it is a very useful tool and we are finalizing some of the details and getting some funding partners in place. We are hoping to move it along quickly and get the application out to the State. There is a requirement for matching funds and we are hoping that the rail companies can cover some of it.

Items 4-25: These are items of request for Youth Services Center and the Juvenile Justice Center regarding an equity issue among the POLE 2 positions.

Mike Cunegin made a motion to approve items 4-25 in the total amount of \$35,744. Roy Buskirk seconded it. Motion passed 6-0-1 with Cal Miller absent.

Mike Cunegin made a motion to approve the salary ordinance for items 7-22. Patt Kite seconded it. Motion passed 6-0-1 with Cal Miller absent.

Grant: Chris Dunn, Executive Director of Youth Services Center requested permission to apply for a Drug & Alcohol Consortium Grant for as staff scholarship. The amount requested is \$1,000.

Mike Cunegin: As the County representative on the DAC board and being familiar with this it is an opportunity to use funds other than from the county general fund. The youth care workers are mandated to take 20 hours a year in training.

Patt Kite made a motion to approve applying for the DAC Grant. Mike Cunegin seconded it. Motion passed 6-0-1 with Cal Miller absent.

Items 1-3: **Tom Yoder, Cedar Creek Township Assessor** requested additional funds in his budget in the amount of \$920 due to the fact that he has passed his level 2 Assessors test that the State requires for all Township Assessors.

Mike Cunegin made a motion to appropriate the amount of \$920 in items 1-3 for the Cedar Creek Township Assessor. Paula Hughes seconded it. Motion passed 6-0-1 with 1 absent.

Items 26-29: **Carolyn Berghorn, Aboite Township Assessor** requested a transfer of funds within her budget one of her deputies achieved her level 2 certification.

The amount of the transfer is \$470 and is being transferred from Stationery & Printing.

Roy Buskirk: We should remember this transfer if she has to come back for an additional appropriation in Stationery & Printing later in the year because Cedar Creek Assessor just asked for an additional appropriation for this very same thing.

Paula Hughes: The budget for the Aboite Township Assessor is bigger than Cedar Creek.

Roy Buskirk: But these are two things that she could not anticipate when she set up her budget last July.

Paula Hughes made a motion to approve a transfer of funds in items 26-29 in the total amount of \$470. Mike Cunegin seconded it. Motion passed 6-0-1 with Cal Miller absent.

Items 30-32: **Brian Dumford, Human Resources Director** requested a transfer of funds from his software line into contractual and office equipment in the amount of \$4,060. This is continuing with the implementation of the Human Resources Information Systems project. When I was collecting my funds I put everything into the Software line so I could keep track of it. Since then we have had some on site training and need to buy a scanner to take paper applications and scan them into the new system. I am making these requests so I can move the money into the appropriate lines. The contractual is for the training; a training representative came from San Diego for two days of training for my staff and two staff members from the Auditor's office.

Paula Hughes made a motion to approve the transfer of fund in the amount of \$4,060 in items 30-32. Patt Kite seconded it. Motion passed 6-0-1 with 1 absent.

Item 33: **John McGauley, Public Information Officer** requested an additional appropriation in the Health Insurance line. Since the request was made there has been an adjustment in the request; originally \$26,600 was requested but they only need \$12,100. Their system had doubled the amount that was needed. They budgeted for one person for 2005 and since then two more have been added to our health insurance.

Paula Hughes made a motion to approve \$12,100 in the Public Information budget for health insurance. Roy Buskirk seconded it. Motion passed 6-0-1 with Cal Miller absent.

Items 34 & 35: **Judy Heck, Commissioners Financial Coordinator** requested funds be appropriated in County Liability in the amount of \$300,000. This is primarily used for law suits at the Jail.

Tera Klutz: In the future these items will be included in the budget for the other county wide expenses.

Roy Buskirk made a motion to approve items 34 & 35 in a total amount of \$300,000. Patt Kite seconded it. Motion passed 6-0-1 with Cal Miller absent.

Items 36 & 37: **Roy Buskirk as the Liaison for County Highway** stated that he talked to Mike Fitch and was comfortable recommending that these two items pass. Item 36 is in the Highway Fund and is for \$600,000 for Coldwater Road Phase I (Union Chapel Rd – Pion Rd). Item 37 is in the Local Road & Street Fund and is for \$850,000 and is for Union Chapel Rd Phase III (I-69 to Tuscany Way)

Paula Hughes made a motion to approve items 36 & 37 in the total amount of \$1,450,000. Paul Moss seconded it. Motion passed 6-0-1 with Cal Miller absent.

Mike Fitch also requested the approval for the appraisal of two projects that are over \$25,000. **Roy** stated that any right of way acquisition that exceeds \$25,000 has to be brought before Council.

1. Project #02-028 Leo Road/Mayhew Road Intersections
 - A) Parcel 10, 10A &10B – Shambaugh Family Trust \$38,900
 - b) Parcel 11 – Whynot Group Inc. \$42,000
 - c) Parcel 13, 13A & 13B – George Irmischer \$38,600
2. Project #03 – 120 Coldwater Rd from Union Chapel to Pion Rd
 - a) Parcel 24 – Karen Clapp \$69,800

Roy Buskirk made a motion to approve the right of way acquisitions. Paula Hughes seconded it. Motion passed 6-0-1 with Cal Miller absent.

Item 38: **Alex Wernher, Deputy Director of iMAP System Administration and Roy Stevens, ACS Public Safety Director:** The request is to appropriate \$69,730 in the Wireless Emergency Phone Fund to purchase the Spillman ODBC connector to be used by County departments such as iMAP and the Sheriff's department. It would allow users, with the appropriate permission, to access data via Allen County's GIS or Crystal Reports for the purpose of analysis and reporting without having to wait for one person to extract the information. The

benefit to the County is that this OBDC connector would improve staff productivity and efficiency by eliminating wait times. The iMAP board and Ed Steenman have reviewed the purchase of this connector.

Paula Hughes stated that she sits on the iMAP board the board has approved this request and they feel that this is an appropriate use of the Emergency Phone Funds.

Paul Moss made a motion to approve item 38 in the amount of \$69,730 in the Wireless Emergency Phone Fund. Mike Cunegin seconded it. Motion passed 6-0-1 with Cal Miller absent.

SALARY ORDINANCE:

Sheriff Jim Herman: To give you some background on this request; as you may know that about the end of January our Director of Nursing Services was leaving and gave us 60 day notice. If we were in the private sector we would probably be filling it right now but that is not how the government works. We had an emergency meeting with the Personnel Committee and explained some of the unique things about this job. This is a registered nurse and head of the nurse's services at the Jail. Due to the fact that we have COPS Grants that say we cannot reduce the number of police officers we decided that we would try to find out how we could go about filling this job. We hired a consultant to tell us what could be done. This is a good time for change so we thought in terms of out sourcing the nursing services and asked him to look into that to find out just exactly what could be done and give us a feel of what could be done to make things more efficient. I think you have copies of the consultants report.

Basically he said we have enough nurses and QMA's we probably tax them too much in the field of filing etc and should probably hire a couple of people to do filing to take this task off of the nurses. He looked into out sourcing and his conclusion was that we would probably pay more to have it out sourced. He said we should find someone to take Vicky Stonebreaker's job. We need a salary ordinance for this position. The consultant did not come up with the same figure that we did but I feel that in order for us to go out and seriously look for somebody to do this job, supervise 15 people and learn the medical facility at the Jail we will have to have a range of between \$55 - \$65,000 to go out and fill this job. I don't think I can impress on you enough what this job is at the Jail. My Internal Affairs investigator told me this morning that over the past 5 years we have been sued 41 times for medical problems. Of those 41 times there has only been a collection made on one of those law suits which gives you an idea of the quality of the medical staff that we have and the way that Vicky has been running this facility.

I think it would be penny wise and pound foolish to try to find anybody that would be making what a nurse in a doctor's office would make. I think we need a salary ordinance in the \$55-65,000 range. We met with the Personnel Committee and I think they understand where we are with this situation. Time is of the essence as the 60 day window has almost disappeared.

Paula Hughes: Has the Personnel Committee reviewed this?

Darren Vogt: This is the review of the Personnel Committee and we received it two days ago via electronic means so we have not had a chance to have discussion among the Personnel Committee but we did discuss that there are some issues. What is the salary range for a PAT 6 position?

Lisa Blosser: This request is about \$20,000 more than a PAT 6.

Sheriff Herman: When this job was originally classified the people that were doing the consulting then realized that it was worth more than what a Sergeant on our department was making is what Vicky Stonebreaker was. They put her on the grid and left her on the longevity as well and that is the reason that she is where she is as far as the pay goes. Our consultant feels this is not out of line with the kind of responsibilities that she has.

Mike Cunegin: I had a chance to talk with Chief Smallwood and we are looking in the vicinity of about \$46-49,000. I pulled several things off the internet; you are looking at a highly trained individual who prepares monthly, quarterly and annual activity reports, keeping the stat, instructions of all jail officers training, preparing budgets; these are things that a normal nurse does not do. You are not only looking at having an RN but also a supervisor. I contacted Parkview Hospital and the average tech with a GED and a certificate is ranging at around \$30,000 a year. The number based on an RN Supervisor ranges anywhere from \$58-59,000 and some are actually as high as \$70,000. We really have a shortage of nurses in this area.

Paula Hughes: Is your point that \$65,000 is appropriate?

Mike Cunegin: I like the range of \$55-65,000.

Roy Buskirk: The one thing is the fact that it was brought before the Personnel Committee but we just got the evaluation back earlier this week. I agree with Mike as I have some family members that are in the medical position and I know that they can get a sign on bonus. I am in favor of approving this as I know that time is of the essence and we don't have enough time to take this back through the Personnel Committee and then bringing it back next month; we need to keep this moving.

Sheriff Herman: Our consultant had some other suggestions to help us become more efficient one is computerized charting that I am committed to do and I will hopefully be able to pay for that out of the Commissary Fund as it is a good Commissary expenditure because it is for the prisoners at the Jail. Also, we have put on a part time clerk to do some of the filing etc and if we can get computerized charting that would save a lot of time and overtime money and what they are doing now to keep up with the filing. I have also talked to Sgt. Stonebreaker and she is willing to come back, as a consultant, after we get a person hired. I would be more than happy to pay that amount out of the Commissary fund too so that it will give the new person a fair shot at being trained properly. This job is one of the real critical areas that we have.

Paula Hughes: Do I understand correctly that your intention is not to make this a sworn officer position?

Sheriff Herman: Yes, that is correct.

Paula Hughes: Maybe you could speak a little bit about how this is going to affect the grants and how we were going to address that.

Sheriff Herman: I would like to say a couple of things about that and number one is that we do have a situation here where this job grew with Sgt. Stonebreaker; she happened to be an RN and she became a police officer. It was kind of unique that we were able to do that and put an officer in the position. It is not necessary to be a police officer and it would probably be better that the position is not an officer. Trying to find someone to fill this position is tough enough and to find a police officer would be impossible. We are trying to do that and I will let Lin talk to you about what impact that has on the grants that we have.

Lin Wilson, Grant Administrator: This particular grant and the other COPS grants require that the retention level stay the same throughout the period of the grant and for one year following the grant. This means that the level of sworn officers can't go down regardless of their assignments. However if we desire to make any kind of changes even if we want to go down one officer and replace Sgt. Stonebreaker with a civilian; we have to get prior written approval to do that. I have discussed this with Mr. Michael Banks, who is the grant specialist with the Department of Justice; we can submit a letter and discuss the fiscal distress that the County is in. It is not a guarantee; they do not promise that they will give us this waiver but we will request a waiver and if we receive it then we would not have to replace that position with a sworn officer but it is not a promise it is only that we can request a waiver.

Sheriff Herman: We are, as a matter of fact, going to request two positions because we see another one on the horizon and if that person would retire we would probably replace it with a civilian. It wouldn't have any affect on the amount of officers we have on the street but we felt while we were making this request we may as well cover both of the bases and we would not have to request another waiver and we are in the process of doing that. I will also say that failing that we could probably because of the fact that we have positions in the Jail consistently that are not being filled etc as far as an impact on the budget there may be none; it may at some point come to that but right now it's not going to and hopefully if we get the waiver that takes care of it but if we don't then we would have to limp along until the end of the grant until we could reduce our numbers.

Paula Hughes: Is the person currently in this position being paid \$65,000?

Sheriff Herman: I think that is about where she is now.

Tera Klutz: She is at \$62,000 with longevity.

Paula Hughes: I understand the pressing nature of the position; I would like to hear Councilman Moss tell us what he thinks about how appropriate he feels this salary is.

Paul Moss: The salary ordinance says that the salary will be \$65,000; are we approving a range or what?

Sheriff Herman: I would be comfortable with a range because when you are looking at these people you are going to get the applications with different range of experience and I would like to have a little bit of leeway and if we get someone who is well qualified we could at least offer them a figure that they can take.

Paul Moss: What is the range for a PAT 6?

Jackie Scheuman: Currently her step is a step 7 and her salary on the PAT is \$48,000 so that is the highest that the PAT 6 pays.

Paul Moss: So we are considering ignoring what our consultant indicated we should do and go well beyond that; is that correct?

Paula Hughes: We are considering making this an executive position instead of putting it on the grid.

Paul Moss: Shouldn't the consultant be suggesting that we do that based on the job description and duties?

Roy Buskirk: I think it was put in the wrong classification; I think it would be in the Executive class.

Paul Moss: To answer your question I believe that a range of \$55-65,000, based on my experience, is probably pretty accurate. If you look at office nurses they probably range from \$15-20 per hour and you move into the supervisory roles in this area it will go up from there. I think that the \$55-65,000 is certainly reasonable but I am concerned about how we are going about doing this. I understand the urgency that the Sheriff has in terms of trying to fill that position but the other issue I have that it appears to me, based on discussions we have had, that the individual currently in the position has assumed an awful lot of responsibility and kind of built that program and then we have your consultant come in who is very knowledgeable in these areas and has been involved with the Jail as an ER physician. Some of his recommendations appear to me to lessen some of the burden on this position, would you agree with that?

Sheriff Herman: To some extent yes but you have to take into consideration this has been her life and has been so very dedicated she grew with the program and when this happens you sometimes can't find one person to do that and that is kind of where we were. So in order for us to find one person that is going to do this, take the responsibility and get done what needs to be done; we have to lessen the responsibility but I don't think we lessened the responsibility to the point that when you are looking at the Jail with 800 prisoners; where at any given time there are approximately 300 prisoners who are on medication at any given time; they are going to dentists, doctors, getting prescription etc this has to be kept straight and document it to the point where when we get sued we have been doing a good job at taking care of this prisoner. It is just a different breed of cat and the responsibilities are enormous.

Roy Buskirk: Sheriff I think that what Councilman Moss was trying to get at was that some of the duties that will be changed or will be reconstructed and the filing and some of those duties so she can concentrate more on the supervisor type business.

Sheriff Herman: That is true.

Paul Moss: I think you are moving in the right direction by creating a position and processes that may lessen the burden a little bit. It doesn't change my opinion on what that salary range should be but I am a little concerned as to how we are going about creating that salary range as I still feel that from a

consistency stand point we should have our Human Resources department or our consultant should be helping us establish a salary range.

Sheriff Herman: I think that the problem here is the fact that we had this person that was a Sergeant and was getting on the grid at the same time and that was how it was taken care of at that time. I think the appropriated thing to do now is to take it off of that grid; this will be an at will employee and in my view should be on the executive grid and I think that would solve the problem.

Darren Vogt: I am looking at the recommendations that K.E.L. Management set forth and they met with Lisa Bowman and the Jail staff on March 4th; discussed it and went through it. I have not talked to K.E.L. Management as to what was said was and if there was a mention of an executive. Their recommendation was a PAT 6 and I am extremely concerned that we, without further conversation with them, move it to an executive position. I don't disagree either way but if we set a precedent from this group that we can go in and automatically jump it to an executive position when our consultant recommended that it be a PAT 6.

Unfortunately this came before us because we were in a time situation and we had to bring it up here. This would all have been hashed out at the Personnel Committee Meeting and we would have been able to go in and have a conversation with our consultant and ask if it made sense to have this as an executive position. Was there any follow up to them Sheriff when you saw that this was only recommended for a \$40,000 and you think it should be at \$55,000?

Sheriff Herman: I did not follow up with them, we talked to our liaison and basically I think that my take on it was that they felt they were limited by the grid.

Roy Buskirk: I think they were. Can we pass something here at Council subject to Personnel Committee approval so we don't have to wait another month?

Paula Hughes: If part of this process for you is getting approval from the Justice Department or whoever is in charge of the COPS grant that will allow you to fill this position without a sworn officer so you have to wait a little bit to fill the position any way don't you?

Sheriff Herman: No, I am hoping to be able to walk out of here and post this position and I guess we will cross that bridge when we come to it but we have had to hold off on posting this until we get this done and until then we can't even start the search, post this or tell them what they can expect to receive in way of a salary. We will be lucky to have it filled in a month.

Paula Hughes: We are trying to find a way to reconcile the fact that this Council has historically relied on the recommendations of the consultant; but I don't want us to lose track of the fact that these are just recommendations to the Council and that if we are in agreement that their suggestion or recommendation is not what we think should be done then it is entirely within our authority and should be our responsibility to override that recommendation.

Darren Vogt: I would disagree with that; if there was a recommendation I have the confidence in KEL management and if they needed to take this out and say this should be an executive position then they would do that. I do hear from those people who have expertise in this area from a nurse standpoint that the salary is low and I understand that. I think we run an extreme risk but if we can find away around it and do something subject to the Personnel Committee then I would go with that.

Mike Cunegin: It is still up to this body to make the final decision as to where things are. We have gone against recommendations in the past in some situations.

Patt Kite: Bottom line here is that it is going to be appropriate for me to abstain from voting on this issue as I am pretty passionate about the Sheriff's views and concur with Councilman Cunegin and Buskirk that we need to pay someone who is a quality person. I have dealt with the litigation issues on this, not only the medical claims but the in custody deaths that have occurred at the Jail for medical reasons. I hate say this but it is either pay now or pay later when the law suits come down and we are not equipped to handle that litigation. I think Councilwoman Hughes made the statement that we have the option to override this.

Paula Hughes: Councilman Vogt has gone to call our consultant and hopefully he will be able to get a hold of him so I would suggest that we table this issue until he gets back in here maybe with a recommendation.

Sheriff Herman: Quite frankly I was going to say that; I am very comfortable with the idea that if you talk to these people about exactly what this job entails and where we are with it; I have two sisters that are RN's so I know what I am talking about and they don't have supervisory functions. Do you want to continue with the grant thing? I will let Lin go ahead with that discussion.

Lin Wilson: This is a Sheriff's Reserve Grant from the Drug & Alcohol Consortium of Allen County for the Sheriff's Teenage Alcohol Reduction Team to purchase billboards for a media campaign, two in-car video cameras and \$1,000 in seed money to purchase drug testing kits for parents who suspect their child

of drug use. They are applying for \$6,000 and the application deadline is March 18, 2005.

Patt Kite: How do all of you feel about me voting on this since I am still on the Sheriff's department?

Roy Buskirk: I think you should abstain on any issues regarding the Sheriff's department.

Patt Kite: I will abstain then.

Mike Cunegin made a motion to approve applying for the DAC Grant for the Sheriff's Reserve. Paul Moss seconded it. Motion passed 4-2-1 with Patt Kite abstaining, Darren Vogt and Cal Miller absent.

Mike McAlexander, Chief Deputy Prosecutor: The Prosecuting Attorney requests permission to apply for a DAC Grant. We are going to be requesting to change out the video rooms for drunk drivers. Currently we operate at the Jail and the State Police Post. We will be asking for a grant to get the equipment including hardware and software for our office, it will be easier to use in Court and put it on digital format because now we have them all on video cassettes.

Mike Cunegin made a motion to allow the Prosecutor to move forward and apply for this DAC Grant. Patt Kite seconded it. Motion passed 5-0-2 with Cal Miller and Darren Vogt absent.

Paula Hughes: Before we proceed I would like to congratulate Sheila Hudson on being nominated for the Chambers Athena Award; I attended the luncheon yesterday and it was a nice honor.

Sheila Hudson, Executive Director of Community Corrections requested an amended salary ordinance for 8 employees that were at a pay level higher than the suggested pay grid/step from the evaluation and will be redlined until the grids catch up with the salaries.

Mike Cunegin made a motion to approve the amended salary ordinance redlining these 8 employees. Roy Buskirk seconded it. Motion passed 5-0-2 with Darren Vogt and Cal Miller absent.

Darren Vogt: I just got off the phone with KEL Management, Ken Lewis and he had a recommendation that I am comfortable with. Sheriff you may not be comfortable with it and some of the Council may not be comfortable with it but it makes sense to me based on his research and our current grid situation and the

issues we have with it. He originally evaluated this position, wanted to clarify the position and then went out and took a site tour. He is very comfortable with his recommendation at a PAT 6 however we are in a position and what he recommended that we do is to approve the position at a PAT 6, post it at a PAT 6 and then if the Sheriff could not find anyone we could then go in and increase after the position is posted. We currently have other positions that are not in the grid system and that do not fall within the executive grid they are outside the range. That would be what his recommendation after it is posted then if that position could not be hired then you could go back in and adjust the salary based on what that position would be willing to work for. That is his recommendation for us.

Sheriff Herman: How much time do we have to spend trying to find somebody at that range?

Darren Vogt: That is up for discussion.

Paula Hughes: Is there not a normal circulation time?

Lisa Blosser: Three days is a minimum, but I don't know that he has that. The hiring process for government is a very long one.

Paula Hughes: When you advertise a position do you advertise the salary amount? Are we mandated to do so?

Paul Moss: Your applicant will want to know what the salary is.

Paula Hughes: What I am saying is that if you advertise it without the salary you will get a pool of applicants.

Roy Buskirk: You just get phone calls.

Lisa Blosser: Our internet site won't be up till next week.

Paul Moss: Historically how have people been placed into the executive classification? Is it a department head or elected official?

Lisa Blosser: Through the consultant.

Darren Vogt: He did not feel that this position was an executive position based on the fact that the Department of Health has several positions that are PAT 6 supervisory level type position not necessarily comparable to the Jail but comparable to the duties and responsibilities.

Roy Buskirk: That really amazes me and I know how get on the good side of people but that head of the nursing at the Jail has more responsibilities then department heads that we have in this county. I just cannot see why this wouldn't be an executive position and I will stand by and support the Sheriff on doing it now and not messing around and waiting for a month.

Roy Buskirk made a motion to set a salary range from \$55,000 - \$65,000 for the Head of Nursing Supervisor at the Allen County Jail. Mike Cunegin seconded it.

Darren Vogt: I will probably not support this motion, if it had gone back to the Personnel Committee and we could have that discussion gone that way then I would have supported the motion. I do know Sheriff that we need to move forward with this; all I was doing was giving the information that was presented to me by our consultant.

Mike Cunegin: The reason this is such a critical situation is the liability and the information that is there. I can't stress enough that there are 800 prisoners at the Jail and I am looking at a 4 county area and the nurses are making \$52,000 after just graduating and to look at this as a PAT 6 I have some concern.

Paula Hughes: We know that there are some issues with our grid system and that we are not competitive with the private sector in a lot of way. We have talked about addressing that and we simply don't have time to do that right now.

Patt Kite: I concur that this is a valid range for salary it will be hard to find someone to step into that job and accept the liability that comes with it. That persons name is on every law suit that comes through with a medical claim.

Sheriff Herman: We had a 60 day window and that is down to two weeks now.

Paul Moss: Have you considered working with a nursing service or something along that line? If you post it today or don't and have difficulty filling it, I understand that this is a critical position and I don't want to hold you back from posting it. Quite frankly nurses on the floor at hospitals have a great deal of liability and responsibility as well. I still believe that the \$55-65,000 range is appropriate my concern is that this is very symbolic of the over all issue we have from an HR perspective and how we classify positions and handle some of these processes. I am supportive of the salary range but am frustrated as to how this has played out.

Darren Vogt: I agree with you unfortunately if we had had a motion that would have gone through it would have had unanimous support if it had gone back

through the Personnel Committee. It will have to be pulled off and put on the executive grid.

Lisa Blosser: Why don't you just go with a wider range and go with the \$55,000 to \$65,000 pending more investigation into it with the consultant, would you go along with that?

Darren Vogt: Are we talking about keeping this a PAT 6 or pull it off and make it an executive position?

Tera Klutz: The salary ordinance says that the classification is non-applicable and a salary of \$65,000 but we can just write any range you want in there for you and make it an executive position.

Darren Vogt: The range would be \$46-65,000. Mr. Buskirk will you please clarify your motion so everyone understands.

Roy Buskirk: I will amend my motion to be a range of \$46-65,000 placing it as an executive on the grid.

Mike Cunegin: I will amend my second.

Darren Vogt: Are there any further questions regarding this issue?

Paul Moss: I will only ask that as we go forward in talking about all of the executive classification my understanding is that it is fair game. We are going to look at all of the executive positions and they may or may not remain in the executive position. It gives the Sheriff what he needs but allows us some latitude to look at that on down the road and try to address it.

Darren Vogt asked if there was any further discussion; hearing none he asked for the vote on the salary ordinance for the Sheriff. Motion passed 5-1-1 with Cal Miller absent and Patt Kite abstaining.

Tera Klutz: There needs to be a vote taken on the COPS Grant requesting a waiver of fiscal distress regarding the sworn officers.

Paul Moss made the following motion: The Sheriff has a sworn officer retiring who is Director of Nursing at the Jail and he is unable to hire a sworn officer to replace the nurse and must hire a civilian for the position. The Sheriff is unable to hire a replacement sworn officer due to the fiscal distress of the County and budget limitations of the Sheriff's department because of the mandated Jail expansion. This will impact his retention requirement for the COPS in Schools grant. Mike

Cunegin seconded it. Motion passed 5-1-1 with Cal Miller absent and Patt Kite abstaining.

Therefore, County Council approves the Sheriff's request to submit a letter to the Department of Justice COPS in Schools program to request a waiver of retention requirements. The Sheriff is requesting the waiver to not hire one new sworn officer to replace the sworn officer/nurse who is retiring.

GRANT:

Rex McFarren, Director of the CASA Program was present requesting permission to apply for a Diversity Grant through the National CASA Association for \$10,000. The grant dollars will be used for outreach into the Latino community for recruiting Latino volunteers for the CASA program.

Paul Moss made a motion to approve applying for the Diversity Grant. Paula Hughes seconded it. Motion passed 6-0-1 with Cal Miller absent.

Paula Hughes made a motion to waive the second reading on any matter approved today for which it may be deemed necessary for the County Council meeting of March 17, 2005. Roy Buskirk seconded it. Motion passed 6-0-1 with Cal Miller absent.

OTHER BUSINESS TO COME BEFORE COUNCIL:

Marla Irving, Commissioner and Ed Steenman, IT Coordinator were present to inform Council of the need to hire a professional Project Manager.

Marla Irving: As most of you are aware of the tax accounting system that our Auditor's office has is very inadequate and extremely old. Three years ago the County Commissioner made an endeavor to fund a new tax accounting system that did not perform to our expectations; it never officially got installed as there were problems from the very beginning with it. After we finished the contracts with them and through the endeavor of your attorney we received a large amount of our money back.

Since Mr. Steenman has been on board we have been working with the Auditor and Treasurer looking at new avenues for the tax accounting system. The cost of this will probably be in excess of \$1,000,000.

The Auditor and Mr. Steenman recently took a trip to Kokomo, Indiana to look at the tax accounting system that they are using. Because of the mammoth design

of this because of some of the internal problems that we have we think it would be in the best interest of the taxpayers and County government to bring in a professional Contract Manager to work with our IT Coordinator, Auditor and Treasurer to make sure for this amount of money we get a program that we can consistently add to and will perform properly and like we want it to perform.

We are coming to you today to inform you of this situation so you can think about it and the problems that we have been having.

Ed Steenman: There are numerous benefits that a Project Manager brings to a project and you are probably aware of them; is the documentation and communication that a Project Manager fills throughout the lifetime of a project that really becomes important and is probably one of the major downfalls of the first attempt at securing the tax accounting system. There are so many involved that regular communication from the management level to the IT staff and others is very important. That is what a Project Manager will do for us.

Paul Moss: Are you hiring a new person for this position or will you do it internally?

Marla Irving: We are talking about bringing someone in from the outside and paying him contractually; it will not be one of our current employees. We will hire someone who has expertise in tax accounting systems that can make sure that the Auditor and the rest of County government needs from this system.

Ed Steenman: This person will be charged with developing the RFP ensuring that the evaluation by the internal offices is weighed against the RFP so we know what the gaps are between what the people involved are proposing and what the RFP is requesting and staying involved with the project all the way through to implementation and all of the I's are dotted and the T's are crossed.

Paul Moss: So essentially they may not be on our payroll but you are talking about hiring someone at a substantial expenditure.

Ed Steenman: A substantial expenditure is a good way to put it because it is not someone that will only be here for a couple of month and then gone it will be a long term process.

Paul Moss: I assume that it is your sense that this is not something your office would be able to guide through the process and some coordination between you and the Auditor's office.

Paula Hughes: I sit on the Data Board and have had numerous conversations with Commissioner Irving, Mr. Steenman the Auditor and Treasurer. One of the reasons this project has come to a head is that ACS has lost the person that was babying the system along. This is the year that the County and City will be renegotiating the ACS contract which expires at the end of this year and Ed Steenman's office is Ed Steenman and in addition to all of the daily operational issues that his office faces he is also the point person negotiating that contract. When we talked about it we felt it was important for someone to be focusing on this project. I think it needs to be someone who is not strongly tied to any one of the departments. Frankly we got into trouble last time because one or two of the departments took the lead on it and did not consider the needs of the other departments that would be impacted by the system. I think we need to bring objectivity and balance to it.

Marla Irving: Right now we have 80 big projects going on. The tax accounting system is going to be very, very expensive and sometimes you have to be smart enough to realize where your capabilities are. We tried to do this before without any outside help and we found there were some mistakes made. If I were to take Ed off of every project he is on right now and have him do this for the next 8 months I would feel comfortable coming to you and asking for the amount of money we are going to need for this system. We will all be very, very involved in this process.

Paul Moss: I have been involved in these types of acquisitions and substantially more expensive ones than a million software system. How do we know that it is going to cost us a million dollars at this stage in the process?

Lisa Blosser: These are from bids that came in about 3-years ago when they initially look into a new system.

Paul Moss: So it is a moving target. I don't doubt for a minute that there should be additional resources put into the IT Department and I would be willing to talk about that because it is a fundamental component of any business. I would be interested in hearing about the benefits and costs associated with having a Project Manager or having someone come on board as a Systems Analyst or something along that line that could help out.

What I have seen from my own experiences that if you have the people in place that can coordinate with all of the departments that will be involved in some sort of a committee development of this RFP process; including legal to make sure the contract language is appropriate. What you will find is that you will whittle down the number of vendors and then often times those vendors as part of the package will offer you a Project Manager to see it through to implementation. Those are my thoughts on this.

Paula Hughes: One of the reasons we talked about outsourcing the Project Manager at this point was to get the ball rolling because whatever we do we should have it implemented before the next tax season comes around. Because we are in the very, very preliminary stages of discussing a consolidation of technology between the County and City; I discouraged Commissioner Irving from approaching County Council about adding staff to the IT Department even though it is probably needed. I thought that until we get through those negotiations and see how the final structure of IT is going to be handled with City and County it wasn't wise for us to add a staff person now. I thought this was a way to fill the need without making a permanent obligation to an additional staff person.

Mike Cunegin: I know that the system we have has lots of band-aids and I know that it is very old. I commend all involved with this and am in favor of moving forward.

Roy Buskirk: Would this program be the same in the other County's?

Lisa Blosser: You would think so wouldn't you but no they are not all set up the same way.

Ed Steenman: There is a set of statutes that all counties live by but the interpretation of them is different in many of the counties. The way Allen County does business is not necessarily the way the surrounding counties do business. We went to Kokomo to look at how they are using one of the programs that is being used in the State. There are several Counties in the State that are using that same application but in talking to the vendor there are configuration differences between each and everyone of those installations and Allen County would be no different.

Darren Vogt: You have our consensus that this needs to move forward.

Paula Hughes: It is a wise plan of action.

Marla Irving: I know that we would have to come before you but I want to know where my parameters with this. Where would you assume that we would be able to capture the money for this person?

Darren Vogt: From some of your existing contractual lines.

Marla Irving: OK; then if we are able to do that then when the Commissioners have to come back for additional money in that account will this be considered?

It was the consensus members said that they would certainly consider this.

Roy Buskirk: Part of the problem is that we are gun shy about what is going on in Indianapolis.

Ed Steenman: Part of kicking off this project is knowing that there is funding available for moving forward with a purchase. To go out and contract with someone to do project management without any idea of funding is not good business.

Paula Hughes: We haven't discussed this as a body and maybe a motion we could take and approve is that we support the pursuit of a new tax accounting system for Allen County Government but we don't know if we will have the funding or not and we won't know until the Legislative session is over but if we do we will support it.

Darren Vogt: There are some other areas to consider; I had a conversation with the Auditor today as to where some of the Counties are funding this and as soon as I can explore that more with Auditor Blosser I will let you know.

Marla Irving: This is something that we need to take the time in order to make a good decision and I am not sure that this system will last one more tax season.

Lisa Blosser: In Howard County where we went on our site visit they use Reassessment Funds for their tax accounting so we may want to pursue this and get some help from the Assessor.

Darren Vogt: The Department of Health has submitted to the Personnel Committee a somewhat unusual request; it is a situation where they need to downgrade a position.

Carol Gigli, Finance Administrator for the Department of Health: This is unusual because we don't like to downgrade positions. This is an Environmental Health Specialist I that we would like to create a new salary ordinance for. We have had an Environmental Health II position open since September 2004 and we really need to fill the position. This position requires that they have a Registered Environmental Health Specialist Certification and we are one of just a few that requires that certification. The Environmental Health Specialist I does not require this certification.

Paula Hughes made the motion to approve the salary ordinance for an Environmental Health Specialist I at a PAT 3/1 with an annual salary of \$31,067. Roy Buskirk seconded it. Motion passed 6-0-1 with Cal Miller absent.

Darren Vogt: As an update to our other conversation regarding the grid and the plan etc; along with an E-mail I recently received a copy of the plan. We will evaluate it at the next Personnel Committee meeting and see how it comes together.

Roy Buskirk: Just to update you on the Surveyor's progress with the Storm Water Project; he has hired three people on a contractual basis and is moving ahead with the project and studying different ways of financing the project.

The next meeting will be held on Thursday, April 21, 2005 at 8:30 am.

There being no further business the meeting was adjourned at 10:27 an on a motion by Paula Hughes and seconded by Mike Cunegin. Motion passed 6-0-1 with Cal Miller absent.