

HOWARD COUNTY COUNCIL REGULAR MEETING MAY 25TH, 2004

The Howard County Council met Tuesday, May 25th, 2004 at 7:00 p.m., in Room 338 of the Howard County Administration Center. Those present were Council President Richard Miller, Council Vice President James Papacek and Council Members Dwight Singer, Jeffrey Stout, Leslie Ellison and Ronald Gilman. Also present were County Attorney Larry Murrell, Personnel Administrator Wanda McKillip, and Auditor Martha Lake. Councilman Stanley Ortman was unable to attend this meeting.

The meeting was called to order by Sheriff Marshall Talbert and conducted by President Richard Miller.

The minutes of the April 27th, 2004 Regular Meeting, having been previously reviewed, were approved as submitted on a motion made by Mr. Papacek, seconded by Mr. Stout, and carried.

Councilman Jeffrey Stout read a note from Councilman Stanley Ortman informing the Council of the passing of Mr. Ortman's mother this morning.

IN THE MATTER OF ORDINANCE NO. 2004-HCC-17 ADDITIONAL APPROPRIATIONS:

Ordinance No. 2004-HCC-17 was read in full for the first time by Auditor Martha Lake, and read in full for the second time by President Richard Miller. Ordinance No. 2004-HCC-17 was presented and acted upon as follows:

APPROPRIATION ADDITIONS REQUESTED:
001 HOWARD COUNTY GENERAL FUND:

005 HOWARD COUNTY SHERIFF'S DEPARTMENT:

1125 Nurse	\$ 6,300.00	\$ 6,300.00
Total Sheriff's Department:	\$ 6,300.00	\$ 6,300.00

A nurse position opened when Charge Nurse Sharon Surber left Criminal Justice Center after nine years of service. Sheriff Department Personnel Administrator Ree Moon researched salary levels for nurses in order to fill the position. Ms. Moon commented that with the current salary it would not be easy to find an (RN) Nurse with supervisory experience for all the responsibilities that are required at the Criminal Justice Center. Therefore, a request was submitted to increase the nurse's salary from \$30,595 to \$42,000 (the \$6,300 request would cover a \$42,000 annual salary for the remainder of 2004) and possibly hire a Registered Nurse. The PAC reviewed the request, making the following recommendations:

Change the (LPN) Nurse position to a (RN) Nurse and increase the salary to \$40,000. If the Sheriff's Department cannot hire a qualified (RN) Nurse, then the position would remain an (LPN) Nurse and increase the salary to \$37,500. Furthermore, the PAC recommends reviewing all county nurses' salaries at budget time.

At their May 17th, 2004 meeting the Board of Commissioners voted to forward the PAC recommendation to hire a nurse in accordance with the PAC guidelines for the Sheriff's Department, but with a maximum allocation of \$42,000 instead of the \$40,000; with the final salary to be determined by the Council.

Sheriff Marshall Talbert attended the Indiana Jail Medical Conference in March 2004. A spokesperson from the Indiana Civil Liberties Union talked at length about prisoner rights issues. The I.C.L.U. receives numerous correspondence and complaints about the medical care of inmates. Sheriff Talbert felt that it is paramount to maintain an adequate nursing staff at the jail in order to minimize the County's liability.

Mr. Singer commented that the PAC recommended the maximum salary of \$40,000 in order to keep the wages in line with other similar positions. Mr. Gilman asked if a salary of \$42,000 would ascertain a (RN) Nurse. Ms. Moon explained that the work history and level of experience of all applicants would be reviewed in order to hire the most qualified nurse for the maximum salary approved by the Council. The responsibilities would require being available for about 300 inmates including emergencies, on a 24-hour day/365 days per year basis.

Mr. Papacek made a motion to approve \$6,300.00 to Line Item 1125 Nurse in Account 005 Howard County Sheriff's Department. Mr. Stout seconded the motion, and it carried.

(Tabled April 27th, 2004)

008 HOWARD COUNTY SUPERIOR COURT II:

1113 Court Reporter	\$ 3,721.62	-0-
1114 Bailiff	\$ 3,477.12	-0-
1120 Part-time	\$ 5,760.00	\$ 5,760.00
Total Superior Court II:	\$ 7,198.74	\$ 5,760.00

Judge Stephen M. Jessup advised that the Court Reporter and Bailiff will be absent for surgeries for approximately six weeks, each at different times. Judge Jessup suggested that instead of increasing the two individual position line items as originally requested, that an additional appropriation of \$5,760.00 to hire a temporary part time employee at \$12.00 per hour to work approximately 12 weeks be put in place. In the event that the employees will be off work less than originally anticipated, the Judge assured the Council that he would return any unused money.

Mr. Papacek made a motion to appropriate \$5,760.00 to Line Item 1120 in Account 008. Mr. Singer seconded the motion, and it carried.

037 HOWARD COUNTY KINSEY YOUTH CENTER (RESIDENTIAL):

1113-02 Caseworker	\$ 5,000.00	-0-
3262 Mental Health Professional	\$ 50,000.00	\$ 50,000.00
Total Kinsey Center:	\$ 55,000.00	\$ 50,000.00

(See pages 5-6, April 27th, 2004 minutes, “In the Matter of Kinsey Youth Center Physician Contract” for related discussion)

Last month Kinsey Youth Center Director Jan Weaver talked about some new funding opportunities, program expansion and becoming a Medicaid Certified Provider. Ms. Weaver submitted a request for \$50,000 in order to enter into a contract with a Mental Health Professional for the remainder of the year 2004. The Physician Agreement, approved by the Board of Commissioners on April 5th, 2004, is with Dr. Donald Roegner at the Family Psychiatric Center in order to supply additional services for the children. This would enable children to enter into Child Welfare Mental Health Rehabilitation Option Program.

This program is still in the developing stages. The State plans have not yet been approved by the Federal Government but the participants are getting everything in order and the paperwork ready. Ms. Weaver assured the Council that she will not draw upon the \$50,000 appropriation until it has been confirmed that the State has received the money to start the reimbursement process.

When the new program is in place the current caseworker will have increased workload and administrative responsibilities. Ms. Weaver proposed to increase the caseworker’s annual salary by \$5,000 when the new program begins. Mr. Papacek asked for clarification of the caseworker’s new responsibilities. Ms. Weaver gave a detailed description of the anticipated additional duties. Mr. Singer advised that the PAC recommended not increasing the caseworker’s salary at this time because they would like to see how the program will function and what the financial results would be. Since the EPSDT RO Program (Early and Periodic Screening, Diagnosis, and Treatment Rehabilitation Option Program) has not received final approval, the PAC will not make any recommendations regarding additional salaries. The PAC recommends reviewing the position at budget time.

Mr. Papacek made a motion to appropriate \$50,000 to the Line Item 3262 in Account 037. Mr. Singer seconded the motion, which carried.

Total General Fund:	\$ 68,498.74	\$ 62,060.00
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090 HOWARD COUNTY COMMUNITY CORRECTIONS CTP PER DIEM FUND 2004-2005:

1117 Transition Coordinator	\$ 29,484.00	\$ 29,484.00
1119 Caseworker	\$ 13,500.00	\$ 13,500.00
1200 Worker’s Comp	\$ 430.00	\$ 430.00
1300 Unemployment Compensation	\$ 645.00	\$ 645.00
1500 FICA	\$ 3,288.00	\$ 3,288.00
1580 PERF	\$ 3,546.00	\$ 3,546.00
2010 Office Supplies	\$ 500.00	\$ 500.00
2300 Drug Testing	\$ 200.00	\$ 200.00
3170 Pagers	\$ 100.00	\$ 100.00
3200 Telephone	\$ 400.00	\$ 400.00
3010 Postage	\$ 107.00	\$ 107.00
3500 LSI-R	\$ 1,541.00	\$ 1,541.00
4990 Computers	\$ 1,000.00	\$ 1,000.00
Total CTP Per Diem Fund:	\$ 54,741.00	\$ 54,741.00

Communications Director Steve Maus said this is a relatively new account; it is the transition fund. Initially, the money was included in the Howard County Community Corrections Grant Fund (Account 510) until the Department of Corrections requested it to be a separate account. This created both a 510 Account and a 090 Account. The request for additional appropriations in both accounts are identical to last year’s request and have been approved by the Community Corrections Advisory Board, State Department of Corrections and the Board of County Commissioners.

Mr. Papacek made a motion to appropriate a total of \$54,741.00 to the line items listed above in Account 090. The motion was seconded by Mr. Stout, and it carried.

105 HOWARD COUNTY ADULT PROBATION SUPPLEMENTAL USER FEES FUND:

1117 Part-time – Superior Ct. III	\$ 5,400.00	\$ 5,400.00
1521 FICA	\$ 600.00	\$ 600.00
Total Adult Probation User Fees Fund:	\$ 6,000.00	\$ 6,000.00

Superior Court III Judge Doug Tate explained that several years ago the Court switched the docket cards over to the computer system. During that time, the docket cards having open cases for various reasons were not logged into the computer system. This resulted in excess of 10,000 open cases, which are stored in boxes in the Probation Department.

Judge Tate said the easiest and least expensive way to get the cases through the system is to employ two (2) part-time people to itemize the cases and forward the cases to the Prosecutor’s Office for review. The individuals would be paid \$7.50 per hour from the Probation Supplemental User Fees Fund to work 11 weeks beginning June 1st. The information contained on the cards is public information, which should not pose any confidentiality problems.

Mr. Singer made a motion to appropriate \$6,000 to the line items listed above. Mr. Ellison seconded the motion, which carried.

150 HOWARD COUNTY CUMULATIVE CAPITAL DEVELOPMENT FUND:

000 HOWARD COUNTY INDIVIDUAL DEPARTMENT REQUESTS:

4305	Jail Repair	\$ 9,300.00	\$ 9,300.00
Total CCD Fund:		\$ 9,300.00	\$ 9,300.00

The laboratory at the Criminal Justice Center is small, cramped and resembles a closet. Lieutenant Greg Hargrove, Criminal Investigations, talked about the difficulty and extra efforts required in order to process lab results because of the inadequate space. The Sheriff requested an additional appropriation of \$9,300 from the Cumulative Capital Development Fund for updating the Evidence Room at the Howard County Criminal Justice Center.

Mr. Papacek made a motion to appropriate \$9,300 in Line Item 4305 Jail Repair in Account 150 Howard County Cumulative Capital Development Fund. Seconded by Mr. Singer, the motion carried.

182 HOWARD COUNTY SHERIFF'S DEPARTMENT LAW ENFORCEMENT TRAINING FUND:

3213	Training	\$ 627.00	\$ 627.00
Total LEEF:		\$ 627.00	\$ 627.00

Sheriff Talbert explained the money in this account is generated by collecting the \$3.00 from each traffic citation written by a County Deputy. The fund can be used on a quarter basis for training purposes.

There were no questions or comments and Mr. Singer made a motion to approve \$627.00 to Line Item 3213 in Account 182. Mr. Ellison seconded the motion, which carried.

195 HOWARD COUNTY COMMUNITY CORRECTIONS – PROJECT INCOME 2004-2005:

1111	Director	\$ 20,626.00	\$ 20,626.00
1112	Assistant Director	\$ 34,755.00	\$ 34,755.00
1113	Technical Assistant	\$ 11,571.00	\$ 11,571.00
1114	Home Detention Coord.	\$ 28,110.00	\$ 28,110.00
1115	Comm. Service Coord.	\$ 14,680.00	\$ 14,680.00
1116	Day Reporting Coord.	\$ 1,352.00	\$ 1,352.00
1118	Field Officer (FT)	\$ 8,805.00	\$ 8,805.00
1118	Field Officer (FT)	\$ 8,805.00	\$ 8,805.00
1118	Field Officer (FT)	\$ 30,162.00	\$ 30,162.00
1119	Caseworker	\$ 13,500.00	\$ 13,500.00
1121	Pt. Time/Overtime	\$ 40,000.00	\$ 40,000.00
1200	Worker's Comp.	\$ 1,724.00	\$ 1,724.00
1300	Unemp. Comp.	\$ 2,585.00	\$ 2,585.00
1500	F.I.C.A.	\$ 13,186.00	\$ 13,186.00
1520	Insurance	\$ 14,343.00	\$ 14,343.00
1580	P.E.R.F.	\$ 14,220.00	\$ 14,220.00
2010	Office Supplies	\$ 2,700.00	\$ 2,700.00
2020	Food	\$ 200.00	\$ 200.00
2060	Vehicle Supplies	\$ 1,000.00	\$ 1,000.00
2130	Wearing Apparel	\$ 650.00	\$ 650.00
2300	Drug Test Supplies	\$ 150.00	\$ 150.00
2990	Misc. Supplies	\$ 1,800.00	\$ 1,800.00
3010	Postage	\$ 500.00	\$ 500.00
3060	Dues & Subs.	\$ 120.00	\$ 120.00
3100	Printing	\$ 400.00	\$ 400.00
3170	Pagers	\$ 1,200.00	\$ 1,200.00
3180	Vehicle Phones	\$ 4,750.00	\$ 4,750.00
3200	Telephones	\$ 4,500.00	\$ 4,500.00
3250	Insurance	\$ 150.00	\$ 150.00
3300	Maintenance	\$ 3,500.00	\$ 3,500.00
3350	Prof. Contracts	\$ 9,000.00	\$ 9,000.00
3400	Travel & Training	\$ 500.00	\$ 500.00
3990	Drug Lab Fees	\$ 1,500.00	\$ 1,500.00
4010	Office Equip.	\$ 3,500.00	\$ 3,500.00
4050	Vehicles	\$ 23,500.00	\$ 23,500.00
4400	Home Monitoring Equip.	\$ 6,000.00	\$ 6,000.00
Total Community Corrections Project Income Fund:		\$ 324,044.00	\$ 324,044.00

Community Corrections Director Steve Maus presented this operations budget for 2004-05. This portion of the budget is made up of the monies collected through fees and assessments (Project Income). This is exactly the same as 2003-04.

A motion was made by Mr. Papacek, seconded by Mr. Gilman and carried, to appropriate a total of \$324,044.00 to the line items listed above in Account 195.

217 HOWARD COUNTY HEALTH DEPARTMENT TOBACCO SETTLEMENT FUND:

1114	Env. Intern	\$ 5,040.000	\$ 5,040.00
1521	FICA	\$ 386.00	\$ 386.00
3321	Mileage	\$ 250.00	\$ 250.00

Total Tobacco Settlement Fund:	\$ 5,676.00	\$ 5,676.00
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TRANSFERS:		AMOUNT:	
FROM:	TO:	REQUESTED:	ALLOWED:
<u>001 HOWARD COUNTY GENERAL FUND:</u>			
<u>001 HOWARD COUNTY CLERK'S OFFICE:</u>			
1115	Third Deputy 1118 Overtime	\$ 6,000.00	\$ 6,000.00

County Clerk Mona Myers gave an account of what the overtime money had been used for during the 2004-year. The request for \$6,000.00 to be transferred from the Third Deputy/Job Share Account to an Overtime Account is a matter of bookkeeping.

Mr. Papacek made a motion to approve the transfer of \$6,000.00 from 1115 Third Deputy to 1118 Overtime. Mr. Singer seconded the motion, and it carried.

<u>004 HOWARD COUNTY RECORDER'S OFFICE:</u>			
1116	Third Deputy 1117 Part-time	\$ 9,424.06	\$ 9,424.00

AND....

<u>144 HOWARD COUNTY RECORDER'S PERPETUATION FUND:</u>			
1116	Third Deputy 1117 Part-time	\$ 9,424.06	\$ 9,424.06

Recorder Linda Koontz submitted a detailed letter to the Council outlining the need for the transfer requests in coordination with some office reorganization she has planned. .

Mr. Papacek made a motion to approve a transfer of \$9,424.00 from Line Item 1116 to Line Item 1117 in account 004 Howard County Recorder's Office, **and** transfer \$9,424.00 from Line Item 1116 to Line Item 1117 in Account 144 Howard County Recorder's Perpetuation Fund. Mr. Stout seconded the motion, which carried.

IN THE MATTER OF SALARY ORDINANCE NO. 2004-HCC-18 – AMENDING THE EXISTING SALARY ORDINANCE FOR 2004:

A motion was made by Mr. Papacek, seconded by Mr. Singer, and carried to approve Amended Salary Ordinance 2004-HCC-18 as read. The amended salaries, any changed position titles and all other pertinent information is shown as follows:

POSITION/NUMBER/SALARY		REQUEST:	APPROVED:	YTD:
<u>001 HOWARD COUNTY GENERAL FUND:</u>				
<u>001 HOWARD COUNTY CLERK'S OFFICE:</u>				
1115	Third Deputy 7 @ \$25,917=\$181,419	-\$ 6,000.00	-\$ 6,000.00	\$175,419.00
1118	Overtime New	+\$ 6,000.00	+\$ 6,000.00	\$ 6,000.00
<u>004 HOWARD COUNTY RECORDER'S OFFICE:</u>				
1116	Third Deputy 1 @ \$12,345.50	-\$ 9,424.06	-\$ 9,424.06	\$ 2,921.44
1117	Part-time New	+\$ 9,424.06	+\$ 9,424.06	\$ 9,424.06
<u>005 HOWARD COUNTY SHERIFF'S DEPARTMENT:</u>				
1125	Nurse 1 @ \$30,595 Proposed Annual Salary \$42,000	+\$ 6,300.00	+\$ 6,300.00	\$ 36,895.00
(Tabled April 27 th , 2004)				
<u>008 HOWARD COUNTY SUPERIOR COURT II:</u>				
1113	Court Reporter 1@ \$32,502	+\$ 3,721.62	-0-	\$ 32,502.00
1114	Bailiff 1 @ \$30,367	+\$ 3,477.12	-0-	\$ 30,367.00
1120	Part-time New	+\$ 5,760.00	+\$ 5,760.00	\$ 5,760.00
<u>037 HOWARD COUNTY KINSEY YOUTH CENTER (RESIDENTIAL):</u>				
1113	Caseworker 1 @ \$28,587	+\$ 5,000.00	-0-	\$ 28,587.00
<u>090 HOWARD COUNTY COMMUNITY CORRECTIONS CTP PER DIEM FUND 2004-2005:</u>				
1117	Transition Coordinator	\$ 29,484.00	\$ 29,484.00	\$ 29,484.00
1119	Caseworker	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
<u>090 HOWARD COUNTY COMMUNITY CORRECTIONS CTP PER DIEM FUND 2003-2004:</u>				
1117	Transition Coord. \$0 + \$29,484=\$29,484	-\$ 5,670.00	-\$ 5,670.00	\$ 23,814.00
1119	Caseworker \$ 0 + \$13,500=\$13,500	-\$ 2,388.32	-\$ 2,388.32	\$ 11,111.68
<u>105 HOWARD COUNTY ADULT PROBATION SUPPLEMENTAL USER FEES FUND:</u>				
1117	Part-time – Superior Ct. III New	+\$ 5,400.00	+\$ 5,400.00	\$ 5,400.00
<u>144 HOWARD COUNTY RECORDER'S PERPETUATION FUND:</u>				
1116	Third Deputy 1 @ \$12,345.50	-\$ 9,424.06	-\$ 9,424.06	\$ 2,921.44
1117	Part-time New	+\$ 9,424.06	+\$ 9,424.06	\$ 9,424.06

195 HOWARD COUNTY COMMUNITY CORRECTIONS – PROJECT INCOME 2004-2005:

1111	Director	\$	20,626.00	\$	20,626.00	\$	20,626.00
1112	Assistant Director	\$	34,755.00	\$	34,755.00	\$	34,755.00
1113	Technical Assistant	\$	11,571.00	\$	11,571.00	\$	11,571.00
1114	Home Detention Coord.	\$	28,110.00	\$	28,110.00	\$	28,110.00
1115	Comm. Service Coord.	\$	14,680.00	\$	14,680.00	\$	14,680.00
1116	Day Reporting Coord.	\$	1,352.00	\$	1,352.00	\$	1,352.00
1118	Field Officer (FT)	\$	8,805.00	\$	8,805.00	\$	8,805.00
1118	Field Officer (FT)	\$	8,805.00	\$	8,805.00	\$	8,805.00
1118	Field Officer (FT)	\$	30,162.00	\$	30,162.00	\$	30,162.00
1119	Caseworker	\$	13,500.00	\$	13,162.00	\$	13,500.00
1121	Pt. Time/Overtime	\$	40,000.00	\$	40,000.00	\$	40,000.00

217 HOWARD COUNTY HEALTH DEPARTMENT TOBACCO SETTLEMENT FUND:

1114	Env. Intern	New	New	+\$	5,040.000	+\$	5,040.00	\$	5,040.00
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510 HOWARD COUNTY COMMUNITY CORRECTIONS GRANT FUND 2004-2005:

1111	Director	\$	23,289.00	\$	23,289.00	\$	23,289.00
1113	Technical Assist.	\$	23,184.00	\$	23,289.00	\$	23,184.00
1118	Field Officer (FT)	\$	21,357.00	\$	21,357.00	\$	21,357.00
1118	Field Officer (FT)	\$	21,357.00	\$	21,357.00	\$	21,357.00
1115	Community Service Coord.	\$	12,350.00	\$	12,350.00	\$	12,350.00
1116	Day Reporting Coord.	\$	27,040.00	\$	27,040.00	\$	27,040.00

510 HOWARD COUNTY COMMUNITY CORRECTIONS GRANT FUND 2003-2004:

1117	Transition Coordinator	\$29,484-\$29,484 = 0	+\$	5,670.00	+\$	5,670.00	\$	5,670.00
1119	Caseworker	\$13,500-\$13,500 = 0	+\$	2,388.32	+\$	2,388.32	\$	2,388.32

IN THE MATTER OF SENATE BILL 400 UPDATE:

According to 1997 legislation, the County Juvenile Judge, along with the County Welfare Director must meet with the County Fiscal Body, twice annually, to review the expenditures from the Family and Children Fund. The legislation also allows for the enactment of an “early intervention team” (i.e. the Showcap Tracker Program) Lynn Murray, Honorable Circuit Court Judge, and Mr. Glynn Hipp, Director of Family and Social Services Administration, were in attendance to present an update to the Council regarding the current status of both numbers and finances.

Mr. Hipp expressed appreciation of how quickly Howard County was able to complete the reassessment. During 2003 the operating balance diminished to \$249,278 but the property tax reassessment helped this amount to increase. The Division of Families and Children continues to draw down over \$700,000 in Federal reimbursements. The institutional placements have stayed at a current low number of 23. Last year Mr. Hipp was successful in obtaining Title IV-B money (from Hamilton County). This allowed the bills for preservation services to be paid for two months without using the Family and Children Fund. As a result of those efforts and in spite of a record year of over 1,800 child welfare reports in 2003, the FSSA was able to raise the operating balance from \$249,278 to \$685,000 by December 2003.

Mr. Hipp stated that a few issues have happened that affected the tax levy of approximately \$2.9 million that the Council approved for 2004. Mr. Hipp distributed a Draft Operating Procedures EPSDT Rehabilitation Option. The state passed legislation that carved \$248,000 of the levy to for the Childrens’ Psychiatric Residential Fund. This reduced the cash and levy limit simultaneously. A new levy limit will be going in this year.

The Childrens’ Psychiatric Residential Fund is for children having behavioral health issues and can be accessed by private Psychiatrists. Up to now this program has been used one time for a child that needed the services but did not need to become a ward of the department or probation.

Mr. Hipp mentioned that child removal and placement procedures have changed to incorporate extensive background checks for both the children and adults. This means that additional costs would be incurred in placement of those children.

Mr. Papacek commented that more information on the changes might be received as it gets closer to budget time this year. Mr. Hipp agreed but said it will be difficult to decide how much money to appropriate for the Childrens’ Psychiatric Residential Fund this first year because there is not going to be any history to use as a basis.

Auditor Lake stated appreciation in being able to work with Mr. Hipp and his concerns with the budget. Mr. Miller thanked Mr. Hipp for the report and presenting the information and figures in a manner that was easy to comprehend.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

Sheriff Marshall Talbert presented the following issues for Council information and approval:

1. **Commissary Report:** The Commissary Financial Report for the month of April 2004 was distributed to Council members. In April the beginning balance was \$93,422.51; the ending balance was \$92,553.36.

2. **AFIS Contract:** (*See page 4, April 27th, 2004 minutes, “515 Howard County Sheriff’s Department Misdemeanant Grant Fund” for related discussion*) The Council approved an \$8,136.00 expenditure out of the Misdemeanant Grant Fund to pay for a service contract for the Automatic Fingerprint Identification System (AFIS) at the Criminal Justice Center. Several Sheriffs discovered they were without funds to cover the expenses of a service contract and pleaded with the Indiana Sheriff’s Association to help try to obtain funding. Sheriff Talbert said there is a possibility that the money already paid on the new AFIS Service Contract could be reimbursed.
3. Sheriff Talbert extended recognition and appreciation to Emergency Management Agency Director Larry Smith and his agency. Recently the EMA officers assisted the Sheriff’s Department with two separate long distance prisoner transports.
4. **Personnel Update:** The Sheriff’s Department is experiencing shortages of personnel. Both Sergeant Larry Shipman and Deputy Paul Cherry have been called away to active military duty. Transportation Officer Jon Zeck is on sick leave following surgery. Deputy Kurt Georges is off work with a fractured hand. Deputy Don Leffert anticipates knee surgery in June and will be off work 6-8 weeks. There was discussion at the monthly staff meeting about possible solutions to the personnel shortage. One possibility discussed is to rearrange the schedule to put deputies on 12-hour shifts.

IN THE MATTER OF PERSONNEL ADMINISTRATOR ISSUE:

Personnel Administrator Wanda McKillip presented a Request to Extend Additional P.E.R.F. Service Credit for Larry Davis for Council approval. Mr. Davis has been employed as a Laborer with the County Highway Department since July 2, 1976 with no break in service.

Mr. Papacek made a motion to extend PERF coverage from July 2, 1976 to current to reflect the actual service record of Larry Davis. Mr. Singer seconded the motion, and it carried.

IN THE MATTER OF MISCELLANEOUS ISSUES:

1. **2003 State Board of Accounts Audit Exit Hearing:** It was the consensus of the Council to make the Executive Session previously scheduled by the Board of Commissioners, into a Joint Audit Exit Hearing. The hearing is set for **Thursday, June 3rd, 2004 at 10:00 a.m.** for the purpose of receiving the report from the State Board of Accounts for the County audit for the year 2003.
2. **Budget Hearing Dates:** The next Council Meeting on August 24th will be extended to hold the 2005 Budget Sessions for a total of four sessions – **August 24th, 25th, 26th and September 8th, 2004**, which will include regular business and adoption.

There being no further business to come before the Council, Mr. Singer made a motion to adjourn. The motion was seconded by Mr. Papacek and carried. The meeting adjourned at 8:55 p.m.

HOWARD COUNTY COUNCIL:

Richard H. Miller, President

James Papacek, Vice President

Ronald Gilman, Councilman

Dwight Singer, Jr., Councilman

Leslie Ellison, Councilman

Stanley Ortman, Councilman

Jeffrey Stout, Councilman

Attest:

MARTHA J. LAKE, AUDITOR
County Council Minutes, May 25th, 2004