

HOWARD COUNTY COUNCIL REGULAR MEETING OCTOBER 23, 2007

The Howard County Council met Tuesday, October 23, 2007, at 7:00 p.m. in Room 338 of the Howard County Administration Center. Those present included Council President Richard Miller, Vice President James Papacek, and Members Stanley Ortman, Jeff Stout, Joseph Pencek, Leslie Ellison and Paul Wyman. Also in attendance were County Attorney Larry Murrell and Auditor Ann Wells.

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

IN THE MATTER OF THE APPROVAL OF MINUTES:

The minutes of the August 21, 22, 23, and September 5, 2007 meetings, as well as the minutes from the Special Meeting dated September 10, 2007, having been previously submitted and reviewed, were approved on a motion made by Mr. Papacek and Mr. Stout.

IN THE MATTER OF COUNCIL OPENING COMMENTS:

Councilman Ellison thanked Mr. Miller and the Council for their Get-Well wishes to Mr. Ellison during his recent surgery.

Councilman Wyman extended congratulations to the Kokomo Downtown Association for their successful Oktoberfest. Travelers from other states attended with their vintage automobiles for the Car Show.

Auditor Wells submitted the 2008 Holiday and Meeting Schedules for Council review.

IN THE MATTER OF ORDINANCE NO. 2007-HCCO-41 - ADDITIONAL APPROPRIATIONS:

		REQUESTED:	APPROVED:
001	<u>Howard County General Fund:</u>		
005	<u>Howard County Sheriff Department</u>		
01125.00	Nurse Administrator	\$ 5,000.00	\$ 5,000.00
01125.01	Assistant Nurse	\$ 10,000.00	\$ 10,000.00
03340.00	Meals For Prisoners	\$ 75,000.00	\$ 75,000.00
03220.00	Utilities	\$ 100,000.00	\$ 100,000.00

Sheriff Marshall Talbert informed the Council that a new Registered Nurse has been hired for the Criminal Justice Center. She is a former Kinsey Youth Center Nurse and is now working full time at the jail, along with several part-time nurses. There is still need for several additional nurses and Sheriff Talbert explained to the Council the need for higher salaries in order to pay a competitive wage to attract the needed nursing staff. He invited Nurse Linda Tones-Sardin to the lectern to address the Council concerning health needs and procedures at the Criminal Justice Center. She submitted the Protocol Manual that outlines patient procedures that must be followed to avoid litigation. Sheriff Talbert informed Council Members of the cost of a contract nursing staff versus salaried employee nursing staff. Assistant Directed for Kinsey Youth Center, Jeff Lipinski voiced his concerns with the nursing situation at Kinsey. Both he and Sheriff Talbert feel that because these are professional employees that do not need to be trained for their specific job, they should be hired in at the 100% salary position in lieu of the present 90% - 95% - 100% wage appropriation.

At the conclusion of ensuing discussion a motion was made by Mr. Ortman to approve the request of \$5,000.00 in line item 01125.00 Nurse Administrator, and \$10,000.00 in 01125.01 Assistant Nurse. The motion was seconded by Mr. Papacek. At this time Auditor Wells called for clarification of the wage request and reminded the Council that there is no Amended Salary Ordinance prepared for this meeting. The Additional Appropriations requested are to put the money into the line items. Sheriff Talbert clarified that he would like to request a wage increase to \$24.00 per hour for the Nurse Administrator (RN) and an increase to \$20.00 per hour for the Assistant Nurse (LPN), as well as waiving the 90% - 95% wage appropriations and hire in at 100%. These requests will need to be submitted to the PAC Committee. Discussion continued.

Mr. Wyman made a motion to amend the current motion made by Mr. Ortman, to include conducting a study with the Criminal Justice Center and Kinsey Youth Center with discussion pertaining to the possibility of sharing nursing services between the two facilities. The motion was seconded by Mr. Stout. A vote was taken and recorded as follows:

Mr. Pencek	Nay
Mr. Stout	Yes
Mr. Papacek	Nay
Mr. Ortman	Nay
Mr. Ellison	Yes
Mr. Wyman	Yes
Mr. Miller	Nay

The amendment to the motion does not carry. The motion to approve the Additional Appropriations for the Nurse Administrator and Assistant Nurse was approved as listed.

A motion was made by Mr. Wyman, seconded by Mr. Pencek and carried to direct the PAC Committee to conduct a feasibility study for the possibility of combining nursing staffs of the Kinsey Youth Center and the Criminal Justice Center, and report back to the County Council in sixty days.

Sheriff Talbert continued to justify the additional funds needed for Inmate Food and Utilities. A motion was made by Mr. Papacek, seconded by Mr. Stout and carried to approve the requests for 03340.00, Meals for Prisoners, and 03220.00, Utilities as submitted.

<u>023</u>	<u>Howard County Commissioners</u>		
01120.00	Administrative Assistant	\$ 50.00	\$ 50.00

Commissioner Raver and Personnel Director Wanda McKillip explained the needed funds to finish the year for the Personnel Office's Administrative Assistant.

A motion was made by Mr. Stout, seconded by Mr. Ellison and carried to approve \$50.00 in line item 01120.00, Administrative Assistant.

TOTAL COUNTY GENERAL FUND		\$ 190,050.00	\$ 190,050.00
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<u>515</u>	<u>Howard County Sheriff Misdemeanant Fund</u>		
02374.00	Inmate Supplies	\$ 3,704.00	\$ 3,704.00
04721.00	Equipment	\$ 18,818.00	\$ 18,818.00

Sheriff Talbert explained that the equipment request is for bunks, chairs, mattresses, etc. to increase inmate capacity to 328. Also needed is in extra clothes dryer.

The equipment requests for the Misdemeanant Fund were approved as submitted on a motion made by Mr. Stout and seconded by Mr. Papacek.

TOTAL MISDEMEANANT FUND		\$ 22,522.00	\$ 22,522.00
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<u>500</u>	<u>CEDIT Fund</u>		
03701.00	Jail Study	\$ 3,000.00	\$ 3,000.00

Commissioner Raver submitted the Additional request to cover the costs of the follow-up study to the original Jail Study.

A motion was made by Mr. Ortman, seconded by Mr. Papacek and carried to approve the appropriation of \$3,000.00 to line item 03701.00, Jail Study.

<u>165</u>	<u>ISDH West Nile Prevention Grant</u>		
02371.00	Other Supplies (<i>Larvicide, Mosquito Supplies</i>)	\$ 500.00	\$ 500.00

Health Department Coordinator Sue Norris informed the Council of the \$500.00 grant available from the State Department of Health. This is a reimbursable grant and the funds will be used to purchase supplies needed for the prevention of the West Nile virus.

A motion was made by Mr. Wyman, seconded by Mr. Ellison and carried to approve the appropriation of \$500.00 into line item 02371.00, Other Supplies.

TOTAL ADDITIONALS ALL FUNDS		\$ 216,072.00	\$ 216,072.00
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IN THE MATTER OF RESOLUTION NO. 2007-HCCR-27 - TRANSFERS:

Resolution No. 2007-HCCR-27 - Transfers was read in full by Auditor Ann Wells and acted upon as follows:

Transfer From:		To:		AMOUNT REQUESTED	ALLOWED
<u>001</u>	<u>Howard County General Fund</u>				
<u>005</u>	<u>Howard County Sheriff Department</u>				
01119.01	Correction Officer	01122.00	Correction Officer Overtime	\$ 10,000.00	\$ 10,000.00
01114.01	Clerical	01119.07	Deputy Overtime	\$ 1,000.00	\$ 1,000.00
01119.11	Jail Corp	01119.07	Deputy Overtime	\$ 4,000.00	\$ 4,000.00
01123.00	Dispatcher	01119.07	Deputy Overtime	\$ 6,000.00	\$ 6,000.00
01114.01	Clerical	01125.02	Part Time Nurse	\$ 2,500.00	\$ 2,500.00
01119.02	Matron	01125.02	Part Time Nurse	\$ 5,000.00	\$ 5,000.00

These transfers are to cover needed funds through the end of the year. Sheriff Talbert reminded the Council that he has lost deputies to military service in Iraq and has a deputy on FMLA. He also commented on the need for funds in the Part Time Nurse line to help through the recent nursing crisis.

The transfers were approved as submitted on a motion made by Mr. Papacek and seconded by Mr. Ortman.

<u>017</u>	<u>Howard County Voter Registration</u>				
03241.00	Printing	02360.00	Office Supplies	\$ 300.00	\$ 300.00

Ms. Carol Shallenbarger and Ms. Shirley McCoy requested the transfer to purchase needed office supplies.

A motion was made by Mr. Ortman, seconded by Mr. Papacek and carried to approve the transfer as requested.

<u>035</u>	<u>Howard County Kinsey Youth Center</u>				
02340.00	Food	03220.00	Utilities	\$ 2,500.00	\$ 2,500.00
02330.00	Uniforms	03216.00	Communications	\$ 588.25	\$ 588.25

<u>037</u>	<u>Howard County Kinsey Youth Center</u>				
02340.00	Food	03220.00	Utilities	\$ 2,500.00	\$ 2,500.00
02330.00	Uniforms	03216.00	Communications	\$ 210.00	\$ 210.00

<u>038</u>	<u>Howard County Kinsey Youth Center</u>				
02340.00	Food	03220.00	Utilities	\$ 5,000.00	\$ 5,000.00
02330.00	Uniforms	03216.00	Communications	\$ 201.75	\$ 201.75

Kinsey Youth Center Assistant Director Jeff Lipinski informed the Council that with their fourteen-year-old building, repairs were needed and money was transferred from the Utilities line item to cover those repairs. Now they need to transfer money into the Utilities line item to pay remaining utility bills.

At the conclusion of ensuing discussion a motion was made by Mr. Ortman, seconded by Mr. Stout and carried to approve the transfer requests as listed above.

<u>011</u>	<u>Howard County Reassessment Fund</u>				
04720.00	Computer System	02360.00	Office Supplies	\$ 1,500.00	\$ 1,500.00
04720.00	Computer System	02370.00	Printer Supplies	\$ 1,500.00	\$ 1,500.00

County Assessor Jamie Shepherd needs to have money transferred to the Office Supplies and Printer Supplies line items to cover the costs of additional printing needs at the end of the year.

The transfers of \$1,500.00 from line item 04720.00, Computer System to 02360.00 Office Supplies, and \$1,500.00 from line item 04720.00 to line item 02370.00 are approved on a motion made by Mr. Stout and seconded by Mr. Papacek.

IN THE MATTER OF AN INCREASE IN PER DIEM FOR KINSEY YOUTH CENTER'S DIAGNOSTIC SERVICES:

Kinsey Youth Center Assistant Director Jeff Lipinski was in attendance to inform the Council of an enhanced diagnostic testing service plan. Currently Kinsey Youth Center provides limited diagnostic services. Full diagnostic services would include physical, psychiatric and educational testing. The Department of Corrections has a 90 to 120 day waiting period for those services. Kinsey Youth Center sees a need to provide full diagnostic services and has contacted Family Psychiatric Services, who have agreed to provide the educational and psychiatric diagnostic testing for \$125.00 per day. Testing would take fourteen (14) days. Kinsey would like to set aside six beds to provide the testing (with Family Psychiatric Services) and raise the per diem for Secure Care and Detention to \$300.00 per day for fourteen days, to cover the diagnostic testing costs. Any costs that Family Psychiatric Services recoups through Insurance Companies and Medicare will be reimbursed to Kinsey, then passed on to the County's General Fund. This plan has been approved by the Board of Commissioners at their October 15th meeting (*please refer to page four, "In The Matter Of An Increase In Per Diem For Kinsey Youth Center's Diagnostic Services" of the Regular Meeting minutes dated October 15, 2007*). Mr. Miller applauded Kinsey Youth Center for observing the process of meeting with the Board of Commissioners and County Council with this plan. It was the consensus of the Council to approve of this plan and continue to move forward.

IN THE MATTER OF SHERIFF DEPARTMENT ISSUES:

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

1. **D.O.C. Check:** Sheriff Talbert presented a check from the Department Of Corrections to Auditor Wells, in the amount of \$25,060.00, to be receipted into County General Funds. The August DOC check, in the amount of \$26,145.00 had been given to Ms. Wells at a Commissioner meeting.
2. **Commissary Reports:** The August and September, 2007 Commissary reports were submitted to the County Council for their review. Mr. Miller expressed appreciation to Sheriff Talbert for the monthly Commissary Reports.
3. **Courthouse Security Vacation Dates:** Sheriff Talbert submitted copies of a memo prepared by Deputy Craig Trott, informing the Sheriff of vacation days of Court Security Officers from October through December, 2007. Sheriff Talbert reminded the Council that he cannot send Deputy Trott to fill the vacancies; he is needed to relieve the Security Equipment Officers, as well as secure the remaining downtown County facilities. Sheriff Talbert believes that the Courthouse Security Officers should be under the authority of the Sheriff's Department. Discussion ensued concerning this issue. It was the consensus of the Council to encourage discussions between the Sheriff's Department, Court Judges, Commissioners and Council to reach a reasonable agreement on this issue.
4. **Commissary Kiosk Operational:** Sheriff Talbert encouraged the Council Members to visit the Criminal Justice Center to view the newly installed and operational Commissary Electronic Kiosk. This device allows the electronic transfer of funds into inmate accounts as well as ordering Commissary articles. Deputy Sokol expressed appreciation to the Maintenance Department for their expertise in installing the needed equipment.

IN THE MATTER OF RESOLUTION NO. 2007-HCCR-28:

Councilman Wyman spoke to Resolution No. 2007-HCCR-28, a Resolution of the Howard County Council proclaiming November 2007 as Hospice Care Month for Howard County. Customarily, proclamations are enacted through the Executive branch of the County (Board of Commissioners). Attorney Murrell confirmed that there is nothing that prevents the County Council from making a proclamation. At the conclusion of very positive discussion concerning the care that is given by hospice workers, to the patient and their family, a motion was made by Mr. Stout to give resounding approval to Resolution No. 2007-HCCR-28. That motion was seconded by Mr. Pencek and carried. November 2007 is proclaimed as Hospice Care Month. Councilman Wyman will present the Proclamation at the Hospice's next meeting.

IN THE MATTER OF 2008 HOLIDAY AND MEETING SCHEDULES:

Mr. Miller addressed the 2008 Holiday Schedule and Meeting Schedules previously submitted earlier in the meeting (*please refer to page one, "In The Matter Of Opening Comments", of this set of minutes*). The schedules were reviewed

by Council Members and Mr. Miller noted the change in time from 8:30 a.m. to 8:00 a.m. of the 2008 Budget Hearings. This change is to help facilitate the hearings.

IN THE MATTER OF SENATE BILL 400 UPDATE:

Mr. Miller presented a report prepared by Marilyn Robinson, Director of the Howard County Office of the Indiana Department of Child Services. This report to the County Council is in fulfillment of the reporting requirements under Senate Bill 400 and is hereby filed for Council review.

IN THE MATTER OF UNEMPLOYMENT CLAIMS REPORT:

Personnel Director Wanda McKillip submitted copies of a Department of Workforce Development Spreadsheet showing unemployment for 2007. This report had been requested by Councilman Wyman during the 2008 Budget Hearings. Ms. McKillip explained the report and walked the Council through the basic unemployment procedure.

There being no further business to come before the County Council at this time, the meeting was adjourned at 8:47 p.m. on a motion made by Mr. Papacek and seconded by Mr. Pencek.

HOWARD COUNTY COUNCIL:

RICHARD A. MILLER, PRESIDENT

JAMES T. PAPACEK, VICE PRESIDENT

PAUL A. WYMAN, COUNCILMAN

LESLIE ELLISON, COUNCILMAN

STANLEY ORTMAN, COUNCILMAN

JEFFREY STOUT, COUNCILMAN

JOE PENCEK, COUNCILMAN

ATTEST:

ANN WELLS, AUDITOR

Howard County Council Meeting October 23, 2007