

Board of County Commissioners

Stephen A. Wantz, *President*
C. Richard Weaver, *Vice President*
Dennis E. Frazier, *Secretary*
J. Douglas Howard
Richard S. Rothschild



Carroll County Government

225 North Center Street
Westminster, Maryland 21157
410-386-2043; 1-888-302-8978
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MD Relay ~ 7-1-1/800-735-2258

Notice of Commissioner Meetings & Agenda for the Week of May 2, 2016

Please Note: This weekly notice and agenda is subject to change. Please call 410-386-2043 to confirm a meeting you plan to attend. All meetings, unless otherwise noted, will be held at the Carroll County Office Building, Room 311. All or part of a meeting may be conducted in closed session.

- *Indicates Outside Activities*

Monday ~ May 2, 2016

Tuesday ~ May 3, 2016

*8:00 a.m. Carroll County Chamber Breakfast with Commissioner Wantz
Flick's Pub ~ Taneytown, Maryland
Commissioners Wantz, Frazier, Howard & Rothschild*

10:00 a.m. Board of County Commissioners Open Session
County Office Building ~ Room 311

Positively Carroll

Item 1

Briefing/Discussion

Presentation by Maryland Association of Counties

Michael Sanderson, Executive Director ~ MACo

Commissioner John Barr (Washington County) ~ MACo President

Item 2

Briefing ~ Legislative Update

Item 3

[Board of Health Meeting](#)

Ed Singer, Health Officer ~ Carroll County Health Department

Public Comment

Tuesday ~ May 3, 2016 (Continued)

2:00 p.m. *Joint Board of County Commissioners/Delegation Meeting
Mt. Airy Town Hall ~ Mt. Airy, Maryland
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

7:00 p.m. *Civil Air Patrol ~ Carroll Composite Squadron Open House
Westminster, Maryland
Commissioners Wantz & Frazier*

Wednesday ~ May 4, 2016

4:30 p.m. *Gem Cupcake Event (Francis Scott Key High School Benefit)
DK Jewelers ~ Westminster, Maryland
Commissioner Wantz*

6:00 p.m. *Carroll County Planning & Zoning Commission Meeting
County Office Building ~ Reagan Room
Commissioners Weaver & Howard*

7:00 p.m. *Career Connections ~ Partnership Banquet
Carroll County Career & Tech ~ Westminster, Maryland
Commissioner Frazier*

Thursday ~ May 5, 2016

7:00 a.m. *Carroll County Sheriff's Prayer Breakfast
Westminster, Maryland
Commissioners Wantz, Weaver, Frazier, Howard & Rothschild*

**10:00 a.m. Board of County Commissioners Open Session
County Office Building ~ Room 311**

Positively Carroll

Item 1

Briefing ~ Presentation
Carroll Hospital Center/Faith Community
regarding Maryland Faith Community Health Network
Carroll County Health Department ~ Mr. Ed Singer

Thursday ~ May 5, 2016 (Continued)

Item 2

Public Comment on this item

Briefing/Discussion/Possible Decision

[Bid Approval ~ Miller/Watts Stormwater](#)

Management Pond Retrofit

Department of Land & Resource Management ~ Mr. Tom Devilbiss

Bureau of Purchasing ~ Mr. Mike Myers

Item 3

Proclamation Presentation

May ~ Older Americans Month

Item 4

Public Comment on this item

Briefing/Discussion/Decision

[Area Plan ~ Bureau of Aging & Disabilities](#)

Department of Citizen Services ~ Ms. Christine Kay

Item 5

Public Comment on this item

Discussion/Decision

Request Approval of Proposed Amendments to

[Chapter 94, Parks & Recreation](#)

Department of Recreation & Parks ~ Mr. Jeff Degitz

Item 6

Public Comment on this item

Briefing

[Hap Baker Firearms Facility Update](#)

Department of Recreation & Parks ~ Mr. Jeff Degitz

Item 7

Public Comment on this item

Briefing/Discussion

[Day Reporting Center Program Grant](#)

Carroll County Sheriff's Office ~ Sheriff James DeWees

Public Comment

Approval/Adoption of Minutes

Administrative Session ~ Open

CLOSED ~ Legal Advice

Thursday ~ May 5, 2016 (Continued)

1:30 p.m. Board of County Commissioners Closed Administrative Session

6:30 p.m. *Silver Run Union Mills Lions Club Meeting*
Silver Run, Maryland
Commissioner Wantz

Friday ~ May 6, 2016

11:00 a.m. *Fallen Heroes Day*
Dulaney Valley Memorial Gardens ~ Timonium, Maryland
Commissioner Wantz

6:30 p.m. *Eldersburg Area Elementary School Battle of the Books*
Century High School ~ Sykesville, Maryland
Commissioner Howard

6:30 p.m. *Taneytown Area Elementary School Battle of the Books*
Elmer Wolfe Elementary School ~ Union Bridge, Maryland
Commissioner Wantz

Saturday ~ May 7, 2016

Sunday ~ May 8, 2016

9:05 a.m. "The Commissioners' Report" – WTTR
Commissioner Rothschild

Community Budget Meetings

5/2/16	<i>Eldersburg Branch Library</i>	7:00 p.m.
5/3/16	<i>Mt. Airy Branch Library</i>	7:00 p.m.
5/9/16	<i>Taneytown Branch Library</i>	7:00 p.m.
5/10/16	<i>North Carroll Branch Library</i>	7:00 p.m.
5/11/16	<i>(Westminster) County Office Bldg.-Reagan Room</i>	7:00 p.m.

Budget Public Hearing

5/12/16 *Scott Center ~ Carroll Community College* 7:00 p.m.

ACCESSIBILITY NOTICE: The Americans with Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. Anyone requiring an auxiliary aid or service for effective communication or who has a complaint should contact The Department of Citizen Services, 410.386.3600 or 1.888.302.8978, MD Relay 7-1-1/1.800.735.2258 as soon as possible but no later than 72 hours before the scheduled event.

CARROLL COUNTY

a great place to live, a great place to work, a great place to play

Carroll County Health Department Board of Health Meeting Agenda May 3, 2013

Zika Virus Update:

There have been nine (9) cases of Zika Virus confirmed in Maryland residents this year. All cases have been acquired outside of the Continental United States in areas where there is active vector-borne mosquito transmission. Carroll County Health Department (CCHD) staff will discuss potential health risks to Carroll County Citizens and efforts at the State and local level to prevent the spread of Zika.

Visit by Deputy Secretary Haft:

The Department of Health and Mental Hygiene's Deputy Secretary for Public Health Services will be visiting Carroll County in late July to conduct a joint town hall meeting in cooperation with the CCHD. The Health Department is developing a program for the visit and seeks input on issues which the local elected officials and public would like to discuss.

Update on Changes in Behavioral Health (substance abuse) Programs:

The CCHD was awarded new Substance Abuse Treatment Outcomes (S.T.O.P.) funding. Our proposal was fully funded by the Behavioral Health Administration. Beginning July 1, 2016 these funds will provide the opportunity for the CCHD, working in partnership with the Carroll County Detention Center, to identify individuals within the Criminal Justice system who are candidates to move into recovery housing and community based behavioral health services and other necessary wrap around and support services.

The program will focus on providing a continuum of care to individuals who are 18 years of age or older, diagnosed with substance abuse, serious mental illness and/or co-occurring disorder, and are incarcerated in local detention center. Individuals will be selected from Pretrial, Pre-release, and the general inmate population. CCHD will work closely with the Detention Center staff and the Judicial System to identify individuals that would be considered for release into the community with the appropriate supports in place. Transition plans will be presented to the Court in necessary for approval prior to the release of the individual.

Staff engaged in this program will be able to work with individuals while incarcerated, preparing for release and post release in the community. There will be follow up with the individual as well as the criminal justice system. This project will have two Case Managers and one Peer Recovery Support Specialist. Case managers as well as the Peer Recovery Support Specialist will be available after release to assist individuals when they encounter problems or unexpected issues.

We are currently planning a meeting with Circuit and District Court to discuss the project and developing job descriptions for the staff.

Action:

Presented for informational purposes.

Attendees:

Ed Singer, Health Officer (CCHD)

Dr. Henry Taylor, Deputy Health Officer (CCHD)

DATE: April 28, 2016

TO: The Carroll County Board of Commissioners

RE: Miller/Watts Stormwater Management Pond Retrofit
75-F-3-15/16

EXECUTIVE SUMMARY:

The Bureau of Purchasing in cooperation with the Bureau of Resource Management requests your concurrence to increase the contract costs for Miller/Watts Stormwater Management Pond Retrofit due to the following Change Order Request which will run the project over the 10% threshold.

The Change Order was to blast and to remove rock discovered during excavation and a pipe extension to tie into the proposed manhole. The additional cost is in the amount of \$89,309.38.

This project was awarded to C.J. Miller, LLC.in the amount of \$976,000.00 on October 8, 2015.

Received Budget Approval: Yes Comments:

I move that the Board of Commissioners concur with a change order and authorize the Bureau of Purchasing to move forward.

Bureau of Purchasing

Date

Board of Commissioners

Date

Commissioner Wantz:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Weaver:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Frazier:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Rothschild:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied
Commissioner Howard:	<input type="checkbox"/> Motion	<input type="checkbox"/> 2 nd	<input type="checkbox"/> All in Favor	<input type="checkbox"/> Denied

Comments: _____

Action Taken: Accepted Denied Other: _____

Department of Citizen Services
Bureau of Aging and Disabilities
Briefing Paper

May 5, 2016

Project Name: Area Agency on Aging Area Plan

Department/Agency Submitting: Citizen Services/Bureau of Aging & Disabilities

Funding Agency: Maryland Department of Aging with pass-through federal funds from the U. S. Administration on Aging and Department of Health and Mental Hygiene.

Deadline: May 6, 2016

Summary: To comply with the Older American Act, the Maryland Department of Aging requires that the Bureau of Aging & Disabilities develop a four-year Area Plan for its planning and service area. This is an updated Annual Area Plan. The process for grant application and grant acceptance with Maryland Department of Aging has changed and therefore, Area Agencies on Aging are no longer required to provide a signature to indicate acceptance of a grant award. Submission of this grant application signifies acceptance of the grant award.

The Bureau of Aging & Disabilities staff and volunteers provide services for adults 60 and older, individuals with disabilities, and those who care for them. As reported by the Maryland Department of Aging, over the past twenty years, the 60+ population in Carroll County has grown 84.36% from 17,119 (1990) to 31,561 (2010). Since 2004, the number of Marylanders over the age of 60 is now nearly 1.2 million.

The Bureau of Aging & Disabilities is a Maryland Access Point site; a single point of entry for resources about long-term services and support. Some of these services include:

Activities/Information
Healthcare Assistance
Caregiver Support
Home and Community Based Care
Financial Topics

Guardianship
Waiver Program
Veteran Affairs

We also have 5 Community Senior Centers serving older adults and providing community meeting space for Carroll County citizens.

Action Requested by the Board:

I move that the Board of Commissioners accept the Annual Area Plan.

Attending:

Christine Kay, Director, Citizen Services
Danielle Yates, Acting Deputy Director, Citizen Services
Gina Valentine, Aging and Disabilities Supervisor
Patty Whitson, Community Service Supervisor

Recreation & Parks

Briefing Paper

Open Session

Issues:

Deliberation and Adoption of Changes to Chapter 94 - Parks and Recreation

Background:

On February 18, 2016, the Department of Recreation and Parks proposed the following changes to the Parks and Recreation Ordinance for Carroll County:

- Section 94.053 Add Hap Baker Firearms Facility to allow for use of firearms on site
- Add Section 94.058 Add metal detecting under Recreational Activities
- Add Section 94.059 Add geocaching under Recreational Activities
- Add Section 94.060 Add remote control/unmanned aircraft and model rockets
- Section 94.113 Change Administrator to Director; change Office to Department
- Section 94.114 Revise Permanent Ban to allow for shorter suspensions up to and including permanent ban, communicated by Director instead of only current option of permanent ban
- Section 94.115 Change Administrator to Director; change Office to Department

The Board of County Commissioners held a public hearing regarding the proposed amendments on April 21, 2016 and voted to keep the record open for written comments for 10 days.

Requested Action:

Motion to approve the proposed amendments to Chapter 94, Parks and Recreation

Recreation & Parks

Briefing Paper

Open Session

Issues:

Hap Baker Firearms Facility update

Background:

Consistent with the Department of Recreation and Parks' goal of continuous improvement, staff periodically evaluate operations with a goal of better meeting the needs of users. Because of the popularity of this facility, concerns were shared regarding the wait time for shooters during certain times of year. The department distributed a survey to members and visitors regarding wait times in an attempt to provide the best experience for users.

Survey results and planned actions to address concerns will be discussed.

Action Requested:

Briefing only

Briefing Paper prepared for the
Carroll County Board of Commissioners

Governor's Office of Crime Control & Prevention (GOCCP)
Notice of Funding Availability Fiscal Year 2017
Adult Day Reporting Center (ADRC) Grant Application

Introduction

The Carroll County Detention Center is an aging facility that is ill equipped to provide effective treatment services. While the county's inmate population has decreased the number of persons incarcerated remains at or above the design capacity of 185 and based on the current normative trends it is projected the inmate average daily population (ADP) will remain between 180-200.

Because the incarceration of nonviolent offenders in local and state correctional facilities has proven to be unsustainably expensive and perhaps counter-productive, the 2017 Maryland General Assembly approved the Justice Reinvestment Act (JRA). The JRA is designed to reform the State's criminal justice system, particularly corrections, at the state and local levels by expanding cost-effective alternatives like community based treatment and supervision for lower-level nonviolent offenders. For the JRA to be successful additional resources must be invested in cost-effective programs and services that have proven to prevent criminal behavior and reduce recidivism. Evidenced based research supports that ADRCs are an effective and cost efficient alternative to secure incarceration.

Research indicates that for many nonviolent offenders intensive supervisions combined with comprehensive community based treatment services are far more effective in preventing criminal behavior and reducing recidivism than is secure incarceration and/or release to the community without proper supervision and effective programs and services. However, to be effective community based programs and services in Carroll County must be expanded and provided adequate resources. Unfortunately the community based service providers, Parole and Probation, and the Pre-Trial Unit lack the resources to accommodate additional clients.

GOCCP is making a total of \$540,000 available to one or more local jurisdictions to support implementation of an ADRC. The Sheriff's Office is requesting that the Board of Commissioners act to approve the submission of an application for State FY17 grant funding that does not require matching funds. State FY18 and FY19 grant funding requires 50% matching funds from Carroll County Government.

The purpose of today's meeting is to review the requirements of the application and outline the proposed ADRC program that the Sheriff's Office would implement if the County's application is approved and sufficient grant funding is provided.

The county does not need to approve any funding in the FY17. If the county's application is approved and adequate matching funds - estimated to be \$350,000 - are provided the county would need to approve 50% matching funds in the County's FY18 and FY19 Operating Budgets.

The On-line submission deadline is May 24, 2016, 3pm and the Hardcopy deadline is May 31, 2016, 3pm.

Funding

The Notice of Funding Availability (NOFA) reads that “The Governor’s Office of Crime Control & Prevention is committed to funding the Day Reporting Center Program for three (3) years. This will include State FY17, FY18 and FY19. FY17 programs will be funded out of state funds at a maximum of \$540,000” and no matching funds are required or expected from the county. Commencement of awards funded for FY17 will begin July 1, 2016 and end on June 30, 2017. All funds must be fully expended by June 30, 2017. **Note:** FY18 and FY19 approved programs will be required to submit a match at the rate of 50% for each fiscal year.

It is estimated that the Sheriff’s Office will request \$300,000 in FY17 to initially implement the proposed ADRC that would be operational not later than Monday, April 3, 2017. The funding would be used to secure adequate facilities, execute a contractual agreement with one or more qualified service providers and other necessary one time start-up costs. As stipulated in the application the approved funds must – and would be - fully expended by June 30, 2017.

It is estimated that the Sheriff Office will request State FY18 and FY 19 funds in the amount of \$350,000 that would require the County to approve 50% matching funds of \$350,000 in both FY18 and FY19. This funding would be used primarily for contractual services and miscellaneous eligible expenses as may be required.

Background

The primary purpose of the ADRC program is to enable Carroll County to implement an ADRC to provide comprehensive community based services and treatment to offenders under parole/probation or pretrial supervision in order to reduce recidivism and the population of the Detention Center while decreasing the related costs.

For the purposes of the State’s grant application, ADRCs are highly structured non-residential programs that offer the necessary range of services to non-violent adult offenders as an alternative to secure incarceration. Offenders live at home and report to the center on a regular, often daily basis. While at the center, the offenders receive various treatment services including counseling, cognitive behavioral therapy, drug treatment, comprehensive reentry services such as educational remediation and job training, and intense levels of supervision. The various programs and services collectively target individual criminogenic needs such as antisocial thoughts, substance abuse, anger, employment, education, and life skills.

Goals of ADRC include but are not limited to:

- Enhanced supervision while in the community
- Offender treatment – both individual and/or group as appropriate
- Reduce the offender average daily population in the detention center
- Reduce recidivism with regards to re-arrests, convictions and incarceration
- Enhance public safety

The proposed Carroll County ARDC program will include:

- Offender assessment and evaluation
- Individual case management
- Cognitive and life skills training

- Peer support groups
- Mentoring
- Substance abuse (drugs and alcohol) treatment and counseling
- Job training supported by job search and placement assistance
- Transitional housing and basic needs assistance
- Cognitive behavioral therapy
- Anger management
- Family counseling
- Referrals to specialized services
- Assistance with securing vital records and applying for eligible social services
- Random drug and alcohol testing

Status of planning and ARDC program design

- ✓ The grant application is 90% complete. The cost estimates to support the grant request are being reviewed and may be revised.
- ✓ A site visit was made to the Franklin County, Pa. Adult Day Reporting Center located in Chambersburg, Pa.
- ✓ The site selection criteria is being developed and a list of potential sites is being identified for evaluation.
- ✓ Work has begun on developing a Request For Proposals to select one or more contractual service providers.
- ✓ A Memorandums of Understanding (MOU) is being prepared that participating agencies would sign to acknowledge their specific role and responsibilities.
- ✓ A meeting involving all available stakeholders is planned for the week of May 16th.

As of Friday, April 29, 2016 the following agencies that are important stakeholders have expressed their support of a Carroll County Adult Day Reporting Center Program as outlined in the State's Notice of Available Funding.

- ❖ Sheriff Jim DeWees, Carroll County Sheriff
- ❖ Judge Hughes, Administrative Judge of the Carroll County Circuit Court
- ❖ Brian DeLeonardo, States Attorney for Carroll County
- ❖ Senator Justin Redding
- ❖ Delegate Susan Krebs,
- ❖ Delegate Haven Shoemaker,
- ❖ Juddison Larrimore, Public Defender (Note: Based on earlier conversations)

This briefing paper was prepared by:

Sheriff Jim DeWees and Warden George R. Hardinger on April 29, 2016