



MONROE COUNTY COUNCIL
REGULAR SESSION
THURSDAY, MAY 10, 2012 5:30 P.M.
COURT ROOM 213
CHARLOTTE T. ZIETLOW JUSTICE CENTER
301 N. COLLEGE AVE.
BLOOMINGTON, IN 47404
AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT
- IV. DEPARTMENT UPDATES
- V. Request for Approval of Resolution 2012-12: "A Resolution of the Monroe County Council Supporting Residents with Developmental Disabilities"
- VI. Open Positions Report to Council:

A. COURTS, *Bonnie Austin*
Request for Approval to Fill an Open Position (Associate Court Reporter)

The Monroe Circuit Court has a vacancy of Associate Court Reporter and are asking to fill the position.

B. CORRECTIONAL CENTER/JAIL, *Bill Wilson*
Request for Approval to Fill Open Positions (Correctional Officer)

The Correctional Center/Jail will have three Correctional Officer positions that have or will become vacant. They are asking to fill those positions.

C. CLERK'S OFFICE, *Linda Robbins*
Request for Approval to Fill an Open Position

This is a request to fill a Deputy Clerk's open position.

D. HEALTH DEPARTMENT, *Penny Caudill*
i. Request for Approval of the Revised Job Description for Health Educator/Sanitarian

Currently the Health Educator/Sanitarian/Deputy position is a PAT V and will be vacant the end of June. The Health Department is requesting a change in the job description, separating the deputy duties from this particular position and updating the job description to describe the current tasks more adequately. This will return the Educator position to a PAT IV. PAC has forwarded this with a positive recommendation.

ii. Request for Approval to Fill Health Educator/Sanitarian Position and Assign Deputy Duties

The current Health Educator/Sanitarian/Deputy has resigned and the position will be vacant as of June 29. The Health Dept. requests permission to fill this position and to assign the Deputy duties as requested in previous agenda item.

The department needs the health educator position, and loss of the position will have a direct affect on the ability to conduct community assessments, community health improvements plans and to obtain national accreditation. This will reduce our capacity to obtain grant funds from the CDC and ISDH. In order to be prepared for a public health emergency the department must have a succession plan, and preparedness grant funds require this. It is vital for the department and the county for the department to have a deputy. This action is needed and will save money.

iii. Request for Approval of Amendment of 2012 Salary Ordinance

The Health Educator/Sanitarian/Deputy position formerly, a PAT V, has been changed to a PAT IV classification. As a result the salary ordinance for line 10.0012 must be reduced to a PAT IV level. The salary ranges for a PAT IV (35) are: Initial: \$34,471; 1st year bump: \$36,330; 3rd year completion: \$38,189; Maximum: \$41,906. This change in the salary ordinance will take effect when the Health Department head informs the Auditor in writing that the current PAT V incumbent has left the position and all expenses associated with that incumbent have been met. Any new hire in this position will be paid at the salary rate commensurate with their place in the salary range for a PAT IV.

Line 10.0019 Deputy Supplement is being added to the 2012 Salary Ordinance to cover the supplement that will go to the Health Department employee who assumes the Deputy Supplement duties that have been removed from the Health Educator/Sanitarian PAT V job description, resulting in the reclassification as a PAT IV.

VII. HEALTH DEPARTMENT, Penny Caudill

A. Request for Approval of Creation of New Budget Lines

9112-000 MRC NACCCHO

20.0010 Advertisements

30.0010 Travel

Funds were received from NACCCHO for Medical Reserve Corp – the budget approved requires adding these two lines to the fund.

B. Request for Approval of Additional Appropriation

9112-000 MRC NACCCHO

10.0001 MRC Coordinator

\$ 4,000.00

20.0010 Advertisements

300.00

30.0001 Volunteer Supplies	550.00
30.0010 Travel	150.00
TOTAL:	\$ 5,000.00

The Monroe County Health Department was awarded funds again from NACCHO (National Association of County and City Health Officials) for building a Medical Reserve Corp. The list of funds corresponds to the budget they approved for these funds. The fringe will be separated from salary as needed.

VIII. CLERK'S OFFICE, *Linda Robbins*
Request for Approval of Additional Appropriation
1000-001 Clerk's Office
30.0008 Bank Service Fees **\$ 3,000.00**

The money will be used to reimburse the bank accounts for the service fees that are charged by the bank.

IX. SHERIFF'S DEPARTMENT, *James Kennedy*
Request for Approval of Creation of New Budget Line
1000-005 Sheriff's Department
30.0011 Litigation/Settlement/Mediation Expenses

This is a request to set up a line in the Sheriff's Budget to handle any payments to be made that are associated with litigation fees, settlement expenses, and/or mediation expenses, where such expenses are not covered by the County Legal Department or other source of funds.

IX. COURTS/PROBATION/COMMUNITY CORRECTIONS, *Tom Rhodes*
Request for Approval of Additional Appropriation
2502-000 County User Fees – Cable Franchise Fees
40.0009 GPS Field Tracking **\$ 13,166.00**

With the advent of 'smart phone' technology, various applications have been developed to take advantage of mobile Internet and Global Positioning System (GPS) access. AT&T and Tele-Nav (a technology company) jointly approached Monroe County in 2011 to pilot the use of the Tele-Nav software in a correctional field environment. The mobile application had been used to track on-duty workers in various business professions, such as in construction, mail delivery, door to door sales, and Department of Child Services (DCS) field investigations. The use of the new application to enhance safety and management of probation field officers was an interesting next step to both Tele-Nav agents and Monroe County officials.

The Tele-Nav application is installed on a 'smart phone' that accesses GPS technology and requires access to mobile Internet. When activated, the software actively tracks the whereabouts of the officer carrying the cell phone device, and provides a date, time and location record for management to review against staff client contact logs. There is also a "panic button" that will notify selected authorities of officer danger and location. For sake of privacy, the officer can shut off the Tele-Nav tracking while "off the clock".

A pilot of Tele-Nav was endorsed by the county's Fleet Committee in 2011. The pilot was conducted for a month by Monroe County Community Corrections staff. A "live"

demonstration of the pilot was conducted at an open Fleet Committee on July 19, 2011. The Fleet Committee voted on August 16, 2011 to recommend funding of the Tele-Nav application for Probation/Community Correction field staff.

Monroe County will reportedly be the first jurisdiction to use this technology for correctional employees.

This request will cover the initial start-up cost (\$2,688) of purchasing equipment/software setup for twelve (12) Probation/Community Corrections officers; and annual service charges of \$10,478 for a total additional appropriation of \$13,166.

D. PROBATION/COMMUNITY CORRECTIONS, Tom Rhodes
Request for Salary Ordinance Approval
1122-001 Community Corrections program Grant (State FY 2011-2012) and
2510-000 Project Income (PI) Supplement (Community Corrections User Fees)

<i>POSITION NUMBER AND NAME</i>	<i>DOC GRANT 11-22-001</i>	<i>PROJECT INCOME 2510-000</i>	<i>APPROVED TOTAL WAGE</i>
10.0001 Comm Corr Director	48,000	15,833	\$63,833
10.0002 Comm Service Coordinator	0	0	0
10.0003 Office Manager	27,000	6,085	33,085
10.0004 CASP Field Officer	27,000	1,344	28,344
10.0005 CASP PO/Case Mgr.	27,000	26,833	53,833
10.0006 CASP Field Officer	27,000	1,344	28,344
10.0007 CASP Supervisor	48,000	10,833	58,833
10.0008 Road Crew Officer	0	28,344	28,344
10.0009 Floater Field Officer	0	26,978	26,978
10.0010 CASP Case Manager	27,000	17,490	44,490
10.0011 CASP Field Officer	27,000	1,344	28,344
10.0012 Special Programs Supervisor	0	0	0
10.0013 Legal Secy/Receptionist	27,000	3,174	30,174
10.0014 JAMS Coordinator	27,000	15,469	42,469
10.0015 CASP PO/Case Manager	27,000	12,170	39,170
10.0016 CASP Field Officer	27,000	1,344	28,344
10.0017 Day Reporting/CASP Case Mgr	27,000	13,447	40,447
10.0018 Juvenile Field Officer	0	0	0
10.0019 Probation Officer	0	0	0
10.0020 CASP Field Officer	0	26,978	26,978
10.0030 PO Supplement	\$29,912- \$58,833	\$29,2912- \$58,833	\$29,912- \$58,833
12.7801 Hourly	\$7.75-\$32.98	\$7.75-\$32.98	\$7.75-\$32.98
000-12-7892 Little 500 Gap time PO	\$7.75-\$32.98	\$7.75-\$32.98	\$7.75-\$32.98
00012.7893 Little 500 Overtime/PO	\$11.63-\$49.47	\$11.63-\$49.47	\$11.63-\$49.47

The 2012-2013 Department of Correction Grant for Community Corrections will be effective as of July 1, 2012. This amended salary ordinance updates and reflects total salaries combining the grant and project income monies for all positions.

X. APPROVAL OF MINUTES OF REGULAR COUNCIL SESSION HELD MARCH 13, 2012.

XI. COUNCIL COMMENTS