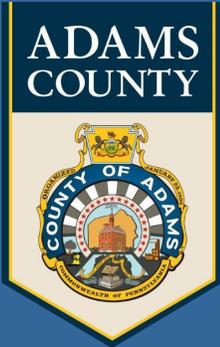


NEWSLETTER

August 29th, 2014
Edition



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T.G.I.F.

Written by: *Commissioner Randy Phiel*

C O U N T Y P I C N I C

The Eighth Annual County Employee Picnic will be held on Friday, September 26, 2014 at the Ag Center pavilion. The picnic will be held rain or shine. The picnic will be held 11:00 a.m. - 2:00 p.m. This time should cover the lunch hour that is provided to county employees and allow time for the employees who work second and third shifts to attend. In conjunction with the picnic, and upon approval by your Supervisor, we will be having a Friday dress down day with appropriate attire. My guess is your favorite NFL Team will be playing that Sunday.

I am told the lunch menu will consist of hamburgers, hot dogs, pork B-B-Q, grilled chicken breasts, potato salad, coleslaw, pasta salad, macaroni & cheese, baked beans, rolls, chips, condiments, soda and water. As always delicious desserts will be

provided to satisfy those with a sweet tooth. There will be a drawing for gifts so don't forget to sign a card and put it in the box! We are incorporating this year's "BAG the BOUNTY" with the picnic. Please bring non-perishable items for donation to needy families within the County.

All Department Directors, or designee, are being asked to compile a list of employees in your office, indicating whether or not they will attend the picnic and forward this information to the Commissioner's Office on or before September 10, 2014. *It is necessary that we have an accurate count by this date because of placing the order for food and supplies.*

We started a tradition of the commissioners and judges serving you lunch..... and we look forward to serving you this year as well.



Adams County Risk Manager

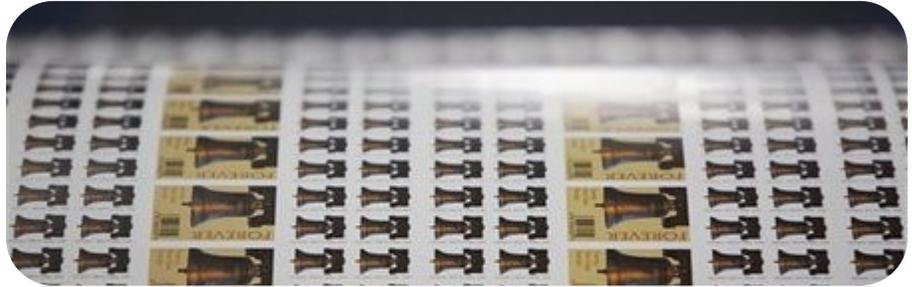
I am pleased to announce that Adams County now has a Risk Manager. Danette Laughman has agreed to step up and assume the part-time role as Adams County's Risk Manager in conjunction with her other responsibilities. The immediate result is an \$11,000 savings in our liability premium. The other benefits will hopefully be even greater accident prevention, decreasing property loss and enhanced safety awareness. Danette will be working with the safety committee and other staff to fulfill the requirements that come with this assignment. Thank you Danette!!

Risk Management
(*'risk 'man-ij-mənt*) *n.*
1. The activity of monitoring, assessing, and alleviating risk.

Speaking of PComp and liability insurance, I am very pleased to report that our PCOMP refund this year will be \$159,000. The refund is a result of being in the CCAP Insurance pool, a lower than average and decreasing loss history over the past three by our organization, and good investing by the PComp Investment Board – of which Commissioner Martin is a member. Let's keep up the good work and keep those refunds coming in! I told Commissioner Martin that private investment counseling is out of the question for him – but maybe the State Pension Fund could use some assistance?

Shout Out To Becky Tracey!

Building & Maintenance Administrative Assistant Becky Tracey has taken the time to remind us of some routine mailing procedures that promote organizational efficiency and cost savings. Thank you Becky!



- ◆ If you are mailing more than twelve (12) pieces of paper you should be using the 6 X 9 envelopes (available from Purchasing). The mail fee is not only figured by the weight but also the thickness. It is cheaper to use a larger envelope than a thicker one.
- ◆ If you want the machine to seal your envelope they must be flap up. The machine can NOT see envelopes that close on the ends. Please remember, if your envelope already has a stamp it will not be going through the machine therefore you must seal it or it will be mailed out unsealed.
- ◆ When we pick your mail up in the afternoon have your outgoing mail all going the same direction. We do not have time to go through each piece and it could be returned by the post office for postage if it is printed on the back of the envelope or if it is on the window and gets rubbed off.
- ◆ Separate your stamped and non-stamped mail. Again we do not have time to go through each piece and if a stamped piece is mixed with non-stamped it will be put through the machine and it will be double stamped. Remember to put your office on the green slip of Certified or Restricted mail so we know who to give them back to.
- ◆ Make sure your mail has a return address that indicates your office so we know who to charge the postage to.
- ◆ When filling out inter-office envelopes please make sure there is a department you want it to be delivered to. We don't always know the department a person works in and if there is only a first name we don't know who it goes to. If you are sending something to Probation Services make sure you indicate which building the person is in.
- ◆ If you are sending a letter certified and do not need a signature but just a tracking number, we now have tracking numbers you can use instead. You must send it priority which starts at \$5.05 vs. certified starting at \$6.87. You can follow the item on USPS.com with the tracking number.
- ◆ If you have anything going to the Magistrates, EMA/911, Prison or Ag building it can be sent through inter-office mail which saves on the postage. Also there are several boxes in the Clerk of Courts and Prothonotary offices for Attorneys. If you have anything going to an attorney you can put it with your inter-office mail and we will put it in their box and they will pick it up, again saving postage. If you would like a list of the attorneys that have boxes please email [Becky Tracey](mailto:Becky.Tracey).

Claudia House

On Tuesday evening all three commissioners had the opportunity to tour Claudia House. The house is unknown to most residents of Adams County; but is well known to victims of domestic violence and sexual assault. Claudia House is managed by *Survivors Inc.* Among their various clients are women and their children who left their home due to domestic violence and need additional support to their path of independence. They may qualify for temporary housing for up to a year. There may be up to 40 clients there at a time in shelter.

If you know of anyone experiencing domestic violence there is a 24-hour hotline at 717-334-9777 or 1-800-787-8106, available to men and women that includes crisis counseling over the phone, safety planning, arrangement for shelter, counseling, accompaniment and various other services.

To walk through this refuge that also houses many children, is to appreciate the fine and noble work that is being done there. Survivors and Claudia House has many partnerships and is funded largely through grants and donations. Survivors could not exist without the ongoing and generous support of the community and the cooperative relationships that ensure their success—such as their work with Gettysburg Hospital, the criminal justice system, and the local human services agencies just to name a few. During the tour we were thanked several times for the many ways Adams County assists the organization. If you would like to contribute volunteer time or dollars to a very worthy and humanistic organization, please consider Survivors and Claudia House. Their office phone is 717-334-0589.



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IT Update

The Information Technology Department recently upgraded the Prothonotary's office to the newest release of the Full Court software on Wednesday, August 27. The next phase of the project will include the installation of the Cite Pay module to allow acceptance of credit cards as payment. A testing phase will be planned, and once completed, will move into production. This phase of the project is expected to be completed within the next few months. In addition, a second system upgrade is being planned for the One Solution financial system. The newest release of the software is being tested to prepare for the next system upgrade. The system's core users continue working within the internal test environment to verify all functionality is stable before moving forward. In early November, a third system upgrade is being planned for the District Attorney's Office. The Prosecution Management System will be upgraded to the newest release of the software as well.

Additionally, the Information Technology Department is continuing to assist the Domestic Relations office as they assume additional docketing responsibilities. Domestic Relations staff will complete this process by using Doc Star for document retention utilizing both network and local scanners. Benefits of this include advanced document search and retrieval abilities while working in a secure environment.



NO MORE
TOGETHER WE CAN END DOMESTIC VIOLENCE & SEXUAL ASSAULT

THE VISION OF SURVIVORS, INC: An end to domestic violence and sexual assault.

THE MISSION OF SURVIVORS, INC: Domestic violence and sexual assault violate the sanctity and the safety of our relationships, homes, and communities. We provide comprehensive services and advocacy to those seeking lives free of violence.

Penn State Mont Alto Advisory Board

Beginning this week, I am now a member of the Penn State Mont Alto Advisory Board. I was asked to consider accepting this open seat by Franklin County Commissioner Bob Ziobrowski as his term(s) had expired. With a very busy day and evening schedule, I must say I paused and considered before accepting. As a graduate of American University and Shippensburg University, and kids formerly at Shippensburg, West



Virginia and currently at the Virginia Tech School of Architecture, I do not bleed Penn State Blue. My reason for accepting is that I do believe that institutions like Gettysburg College, HACC and Penn State Mont Alto are part of the educational, training, employment and economic fabric of our immediate community. I also understand what Penn State means to south-central Pennsylvania. I was aware that Penn State Mont Alto has a very interesting and unique history to our area - beginning almost 100 years ago. The institution was founded to enhance forest conservation practices and train foresters. I had the pleasure of being given a tour and going through new board orientation this week. The school on South Mountain has gone through quite an evolution through the years - keeping some of its traditional values and character, well as now offering a variety of degrees – including four year degrees on campus. I hope to contribute to our community as a member of this diverse board.

The End

The Apple Harvest Festival is just around the corner. I am signed up to barbeque chicken one day and sell cookies and bread another. Volunteering in some capacity at the festival is very rewarding and benefits many community organizations as well as Oaks Community Park. Take the opportunity to volunteer at the festival. I am very sad to report that peaches and sweet corn are wrapping up - so run to your favorite local produce stand and load up. The good news is that apples are arriving. No matter what you do during this wonderful time of year, get out there and enjoy all the historic, recreational, agricultural, natural and cultural activities that beautiful Adams County has to offer!



Calendar Events

- ◆ **Board of Commissioners Meeting- Sept. 17th @ 9am**
- ◆ **Planning Commission Meeting- Sept. 17th @ 7pm**
- ◆ **Local Emergency Planning Committee Meeting- Sept. 23rd @ 3:30pm**
- ◆ **Board of Commissioners Work Session- Sept. 24th @ 9am**

Announcements

- ◆ **Free Medication Collection**
- ◆ **Adams County Receives Excellence in Websites Award**

Voter Registration

- ◆ **Official General Election Ballot/Specimen Nov. 4th, 2014**
- ◆ **Register to Vote**
- ◆ **Voters Services**

Sheriff Sales

- ◆ **Sales Dates/Current Sales**

Tax Claim Sale

- ◆ **Tax Sale Parcel Locator**
- ◆ **Judicial Auctioneer List**
- ◆ **Upset Auctioneer List**