

PENNSYLVANIA county news

SUMMER 2023

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Our Mission

CCAP advocates as the unifying voice of all Pennsylvania counties and provides leadership and support for excellence in county government.

Our Vision

CCAP is the recognized leader for Pennsylvania county government.

Founded in 1886, CCAP is an affiliate of the National Association of Counties (NACo).

To acquire an article idea submittal form for CCAP's *Pennsylvania County News* please email John Buffone at jbuffone@pacounties.org.

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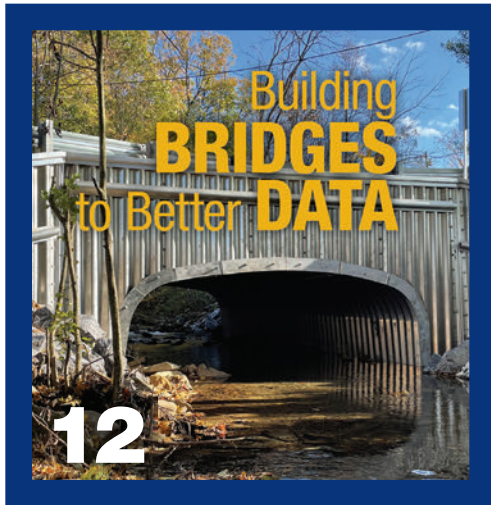
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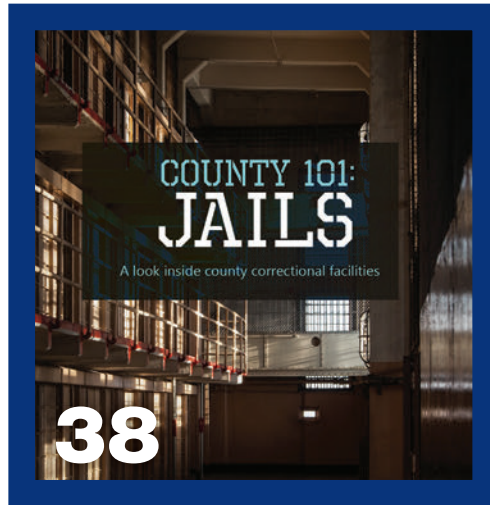
County governments are responsible for a wide variety of critical services, including provision of human services, emergency management and 911 services, administration of the courts and corrections system, elections, maintenance of county bridges, and the county property assessment rolls. Counties are also involved in environmental and land use planning, protection of open space and community and economic development. Let's get back to basics and learn what county government is all about.

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LISA SCHAEFER

Executive Director
County Commissioners
Association of Pennsylvania

The Layers of County Government

One of the challenges of this work is the elevator speech.

In today's world of short attention spans and distractions, the elevator speech is necessary to get across key points quickly, in a way that listeners will remember even after their attention drifts off to something else. County government, though, isn't designed for elevator speeches.

In fact, county government reminds me a little of when Shrek is trying to explain ogres to Donkey - "For your information," he says, "there's a lot more to ogres than people think." "Example?" Replies a skeptical Donkey. "Ogres are like onions," Shrek explains, and then has to make his point clear: "Layers! Onions have layers! Ogres have layers, you get it? We both have layers!"

Much like onions and ogres, county government also has layers, and there's a lot more to counties than people think. In fact, I often like to say that the county is the local service provide of just about every government program you can think of, except for roads and schools. It's

a bit of an exaggeration, but not by much - keep peeling back the layers and you find the assessment office and the planning office, the conservation district and farmland preservation. Another layer might get you to the local courts and the county jail, to the administration of elections and the row offices. Get to the human services layer and you might want to get set to keep peeling as you uncover mental health services, housing and homeless supports, child welfare, long-term care and aging services, substance abuse programs and so much more.

Yet despite all of this responsibility, unless they have a reason to use one of the county's services, all most people see is the onion, if they even take notice of it at all. When it comes time to explain something, it often feels like it takes a short dissertation to provide enough background about the complexity about county programs and services, how they interact with state and federal

government, with municipalities and with other local organizations - all just to make a simple point like why more mental health or 911 funding is needed or how a piece of legislation can impact the way elections are administered.

No, county government isn't designed for elevator speeches, except maybe in skyscrapers. And with the depth and breadth of ways that county officials and their staff serve residents every day, we have every reason to want to share and celebrate all the details. This issue of County News attempts to find a middle ground - a way to peel the layers back and provide a snapshot of the ways county government reaches all of our lives every day. We hope you'll find something new to appreciate about the county officials and county staff who embrace the meaning of public service, a key point in our elevator speech about the value of counties that will stick with you long after the next distraction comes along. 🍷



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Contact: Kimberly Hall

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Contact: Jennifer Miller

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Contact: Fred Bean

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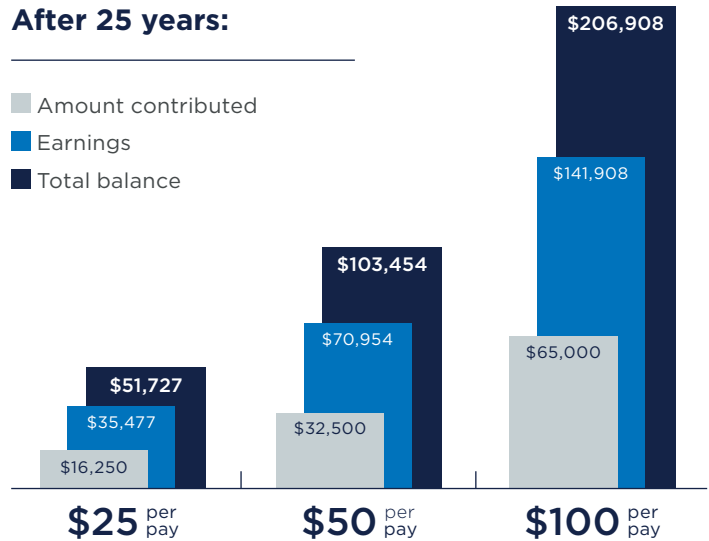
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Building **BRIDGES** to Better **DATA**

Scott R. Williams

Transportation Supervisor/WATS MPO,
Lycoming County Department of Planning



The Bridge Bundling Program has been a resounding success for Lycoming County.

We have reduced the number of poor condition local bridges by nearly half in only 3 years in a way that minimally impacts municipal budgets.

Since 1971, the Federal Highways Administration has required that all bridges with a span of 20 feet or greater be inspected at least once every four years. Based on the information collected within these inspections, we have a very clear idea of the state of repair of all bridges of that size in the Commonwealth of Pennsylvania regardless of owner. However, there are thousands of bridge structures in Pennsylvania with a span length between eight feet (the minimum to be considered a bridge instead of a culvert) and 20 feet. In our terminology, the 20 foot and over bridges are “large” bridges and the eight to 20 bridges are “small” bridges. PennDOT catalogs and inspects all of the state-owned small bridges; however, with no inspection mandate there is no comprehensive catalog of the locations and conditions of the small bridges owned by municipalities and counties in Pennsylvania.

Lycoming County is a large county. It has more land area than the state of Rhode Island and contains 52 municipalities. It is also somewhat unique in that the county itself only owns 15 bridges. The overwhelming

majority of local bridges are owned by municipalities. Recognizing the need to gather firm data on the small bridges of Lycoming County and assess what actions if any needed to be taken, the Lycoming County Planning Department partnered with PennDOT to conduct an LTAP (Local Technical Assistance Program) funded small bridge inventory pilot program. This was the first time there was a systematic assessment of municipally owned small bridges in Pennsylvania. The initial inventory found that 72% of the 82 small local bridges originally located were in fair or worse condition. One bridge that carried a school bus route had to be closed immediately because of critical deficiencies revealed during the inventory.

Seeking to build on the initial inventory, Lycoming County contracted with Bassett Engineering of Montoursville, PA to conduct county Liquid Fuels funded regular full National Bridge Inspection Standards (NBIS) caliber inspections on all small local bridges in the county. Further investigations discovered that there were in fact 104 small local bridges. Nearly half of them were in poor

conditions and had high priority recommended repairs to keep them open. It was immediately clear that municipal budgets, especially in rural townships, would be unable to absorb all of the cost of rectifying the issues revealed by the inventory and inspections.

The Lycoming County Planning Department worked with its large and small bridge inspection engineers and municipal bridge owners to identify the highest priority bridges that needed to be replaced. The municipal bridge owners were asked to allow the county to act as agent to manage the replacement projects so that they could be bundled together for cost savings and efficiency. In all, 19 municipalities identified bridges they would like to include in a county-managed bridge bundling program with a total estimated cost of \$9 million. A plan was in place to address the problem, but the issue of funding still lingered.

Fortuitously, at this same time the Pennsylvania Legislature provided a tool that allowed the Lycoming County Commissioners to develop a strategy to assist the municipalities with the poor condition small bridge problem. Part of the Act 89



Transportation Bill of 2013 allowed counties to adopt an ordinance adding an additional \$5 to annual vehicle registrations. Additionally, PennDOT was making matching funding available to counties who adopted the \$5 fee within the first few years. Lycoming County was able to secure a \$7 million Pennsylvania Infrastructure Bank (PIB) loan from PennDOT to finance the replacement of 17 of the bridges identified as candidates.

PennDOT matching funds could be used to replace the two most expensive bridges estimated at \$1 million each. The revenue from the \$5 fee would be used to pay the debt service over the 10 year repayment period of the PIB loan.

After a competitive RFP process that looked for firms to design and bundle the 17 bridges in creative and cost effective ways that also minimized the maintenance cost

burden on the municipal owners, Bassett Engineering was selected in 2020 to head the design efforts. The centerpieces of Bassett's proposal were to prioritize fixing hydrology issues at the bridge sites, to restore and preserve natural stream bottoms, and to conduct a feasibility study considering a wide variety of bridge types to determine the optimum structure for each location while also giving the owners potential options.



After conducting the feasibility study and studying the stream flows at the 17 bridge sites, the bridges were combined into four separate bundles by bridge type. Bassett embarked on an aggressive project schedule and designed the first bundle of four aluminum box culverts in time to be bid and constructed in 2021 by Wolyniec Construction. Two bundles were constructed in 2022: a bundle of five Geosynthetic Reinforced Soil (GRS) bridges constructed by Ryland Construction and a separate bundle of five precast concrete arch and box bridges constructed by



Wolyniec. The final three bridges in the program are traditional beam over bridges and are the largest and most complex. Bassett left these for the final bundle to allow more time for design. They are currently under construction by Raker Construction and will be completed in 2023.

The Bridge Bundling Program has been a resounding success for Lycoming County. We have reduced the number of poor condition local bridges by nearly half in only three years in a way that minimally impacts municipal budgets. Because of cost savings seen through bundling and other measures such as purchasing bridge components through COSTARS, even with the inflation in project costs seen in the last few years we are on schedule to bring the project to completion for less than \$8 million. Our ability to complete this project started with the recognition that we did not know everything and proceeding from there. At every step difficult decisions to do things differently were made but always based on firm information. 🍷



The Lycoming County Bridge Bundling Project won the 2023 Road and Bridge Safety Award presented by Pennsylvania Highway Information Association (PHIA) and the Pennsylvania Department of Transportation (PennDOT) at the 2023 CCAP Annual Conference in Erie.



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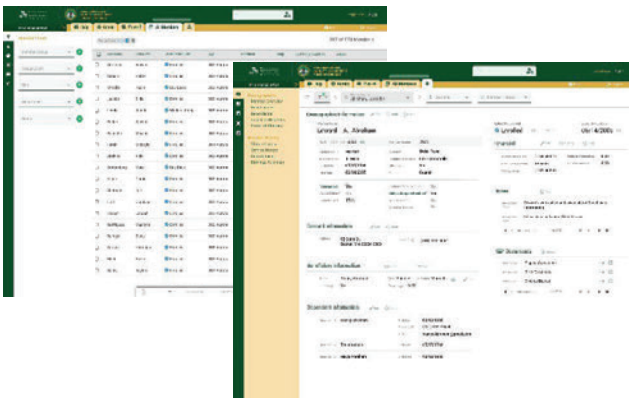
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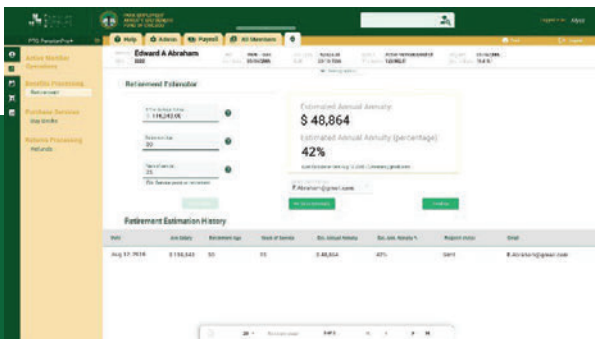
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- Teamwork Software for customer support issue tracking. Teamwork is used by PayPal, Spotify, Netflix, Disney, Hewlett-Packard, Panasonic.
- ASPOSE API's to link with Microsoft Office 365 document generation and email integration. ASPOSE is used by Dell, American Express, XEROX, 3M.

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County 101: ELECTIONS

From Registering to Vote to Certifying an Election

Each county in Pennsylvania plays a crucial role in ensuring fair and impartial elections. In Chester County we strive to keep everyone informed of all that needs to be known when it comes to elections – whether you’re a first-time or seasoned voter, training to be a poll worker, or a candidate for office.

The responsibilities of a PA county voter services office are many – and those responsibilities have increased to meet the expanded voting options and vote count methods, reporting deadlines, and desire for greater transparency.

VOTER REGISTRATION

While registering to vote is completed at the Department of State level, counties provide voter registration information and easy-to-access links for completing voter registration forms, whether registering online, by mail, or in-person at a voter services office, or a designated government agency, such as PennDOT.

In Chester County we also make it very clear that, in order to vote you must be:

- a U.S. citizen;
- a resident of Pennsylvania and the specific election district for at least 30 days before the election; and
- 18 years of age or older on or before the day of the primary, special, municipal, or general election.

VOTER ROLL MAINTENANCE

Maintaining a list of all registered voters is a never-ending task, because people move, change their names, don’t vote in every election, and unfortunately pass away. Counties in PA use the Statewide Uniform Registry of Electors (SURE) system to maintain the voter rolls. Pennsylvania does not have permanent or automatic registration, per state and federal law, and counties must undertake a number of actions – yearly, every five years or after two federal election cycles – to keep the voter roll as up-to-date as possible. This includes mailing notices to people who have moved using the U.S. Postal Service National Change of Address service; cross-checking voter registration records through the federal Electronic Registration Information Center (ERIC); and sending notices to voters who have not voted or updated their voting records in five years.

VOTER EDUCATION AND OUTREACH

As options for the ways that you can vote have expanded, so has the need to provide information on the ways to vote, when to vote, how to vote, and the schedule that counties must follow to process and count ballots, reconcile ballots, and report election results to the state.

In addition to comprehensive written and on-line election resources, Chester County has produced short videos that explain everything from how to apply for mail-in ballots, register to vote, voting at polling places, mail-in ballot voting, or voting provisionally, to the timeline for counting votes, the tabulation process for mail-in ballots, and the reconciliation process. These user-friendly resources are available on the County's website, social media pages, and the weekly Chester County newsletter. They are also shared with municipalities, civic groups and other community groups. Voter Services staff also attend community events where they explain the voting process, display election equipment and provide written resources.

By providing easy to understand information about the election process, voters are equipped with the essential information to make informed decisions and actively participate in the democratic process.

RUNNING FOR OFFICE – CANDIDATES

As well as providing election information for voters, county voter services departments in Pennsylvania help to ensure that those who decide to run for an

elected office know about the responsibilities and duties of the office they seek, the qualifications they need to hold that office, and the legal requirements regarding campaign finance.

Chester County Voter Services provides a comprehensive list of resources to answer all questions from candidates in the "Candidate's Corner" section of its website.

ADMINISTERING AN ELECTION

Every county in PA is tasked with running primary, general, and special elections, and this requires extensive planning.

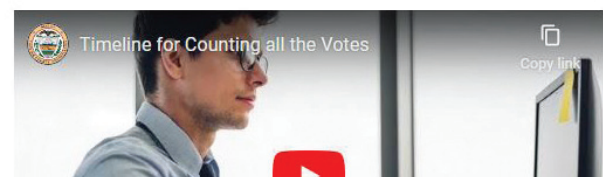
For in-person voting, all polling places (230 of them in Chester County) must be located in exactly the right areas, have voting equipment that strictly adheres to the highest standards of accuracy and security (that has been thoroughly tested for accuracy in advance), that is accessible, and that has a team of trained poll workers from the local community who help ensure a seamless voting process.

For those who choose to vote by mail or absentee ballot, county voters services staff process applications for mail-in and absentee ballots, send out the ballots, collect the ballots, and then sort the ballots into precincts, waiting to be opened on Election Day.

- Campaign Finance
- Candidate's Corner
- Chester County Voting System
- Absentee Voting
- Forms
- Poll Watchers & Observers
- Poll Workers
- Precinct Maps
- Election District Maps
- Election Resources
- Archived Election Results
- Election Board Director Reports
- Mission & Goals
- Notices

[Home](#) > [Government](#) > [Departments](#) > [Voter Services](#) > [Election Information Videos](#)

Election Information Videos





ELECTION DAY AND BEYOND

For all Pennsylvania counties, Election Day (and the days that follow) is a well-organized and carefully orchestrated endeavor. From ensuring all polling places open at 7 a.m. and opening mail-in and absentee ballots starting at 7 a.m., to the diligent review by the Return Board, every step is taken to ensure that every eligible vote counts.

RECONCILING VOTES

Reconciling every vote cast in an election begins at the polling place. Throughout Election Day, polling place Machine Inspectors cross-check the tabulator's vote count with the total number of

voters who checked-in to vote, to ensure every ballot is accounted for. On Election Night, the Judge of Elections for each precinct returns securely sealed ballot bags to Voter Services, which are then securely transported to the central scan location. Later in the week, the county's Return Board meets to canvass and compute the votes cast at the election, handle provisional ballots, and reconcile every precinct's records using the Machine Inspectors' checklists and Poll Workers' comments.

CERTIFYING THE ELECTION

The process that turns cast ballots into certified election results takes nearly three weeks. All tabulation,

reconciliation, ballot challenges and auditing steps must be completed so that each county Election Board can certify the election. Those certified results are then reported to the Pennsylvania Department of State.

Voting is a fundamental right and a cornerstone of democracy. Chester County, just like all PA counties, is committed to running fair and accessible elections for all registered voters, and encourages everyone to be part of the election process. For all Chester County election-related information – including all of the election videos – visit www.chesco.org/elections. ▾



Row Officer Spotlight: Register of Wills

The Register of Wills office and the Clerk of the Orphans' court are actually two separate offices. Both have origins in England circa 1700s.

The Register of Wills is a quasi-judicial position that has sole jurisdiction to grant letters in order to open an estate. In this role, the Register may hold hearings in order to determine the validity of a will and/or to determine who should administer the estate.

The Register is also the agent for the PA Department of Revenue in the collection of inheritance tax. The Clerk of the Orphans' Court, on the other hand, is the filing office for the Orphans' Court itself. The Clerk accepts and docket filings in adoptions, guardianships, small estate proceedings and any appeals to the Orphans' Court. The Clerk can be directed by the Court to act as a fiduciary and execute a

deed on behalf of an estate in the scenario where the Executor/Administrator is the buyer of the property. The Clerk also is the location where people can apply for their marriage licenses. A certified copy of a marriage license (for Real ID/benefits, etc) can be obtained by contacting the county in which the person applied for the license. A license is good for 60 days and can be used anywhere within PA.

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The GLIMPSE catalog provides a detailed listing of workshop topics being offered in the spring and fall throughout Pennsylvania. These workshops include risk management and professional development opportunities for county officials and county employees.

Workshops are offered at little or no cost to your county and are FREE to attend if your county is a member of the sponsoring insurance program.

Stay tuned for a copy of the
2023 Fall Glimpse Training Catalog!



To learn more about our workshops or to receive a copy of the Glimpse Training Catalog contact Linda Rosito at lrosito@pacounties.org.



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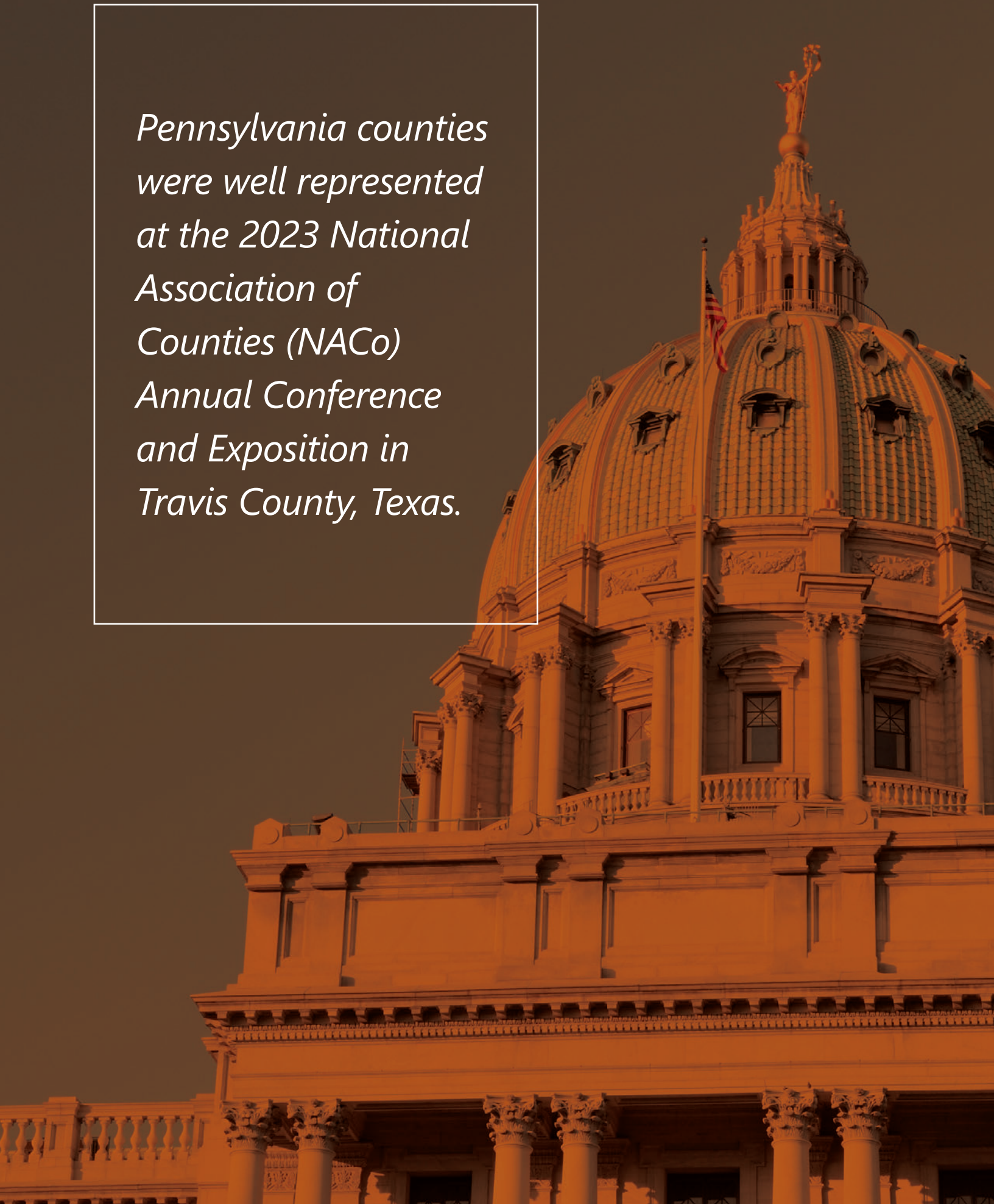
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were well represented
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Annual Conference
and Exposition in
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Pennsylvania Counties have strong showing at **NACo Conference**

John Buffone

Editor, Director of Media and Public Relations



The July event is the largest meeting of county elected and appointed officials from across the country. Participants from counties of all sizes came together to shape NACo's federal policy agenda, share proven practices and strengthen knowledge networks to help improve residents' lives and the efficiency of county government.

This year's conference focused on five themes:

- County economies
- Resiliency and safety
- Health and wellbeing
- Governance and operations
- Leadership

Representatives from counties across Pennsylvania took an active role in networking, professional enrichment and providing input for NACo's future policies and priorities. 🗳️



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For more information on the CCAP UC Trust, please contact Desiree Nguyen at dnguyen@pacounties.org

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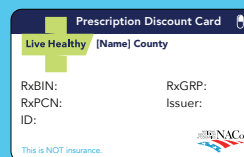
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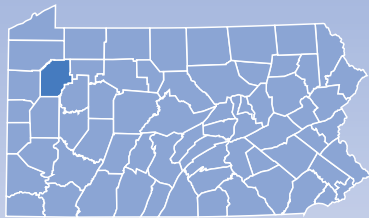
- Provides 24/7 telemedicine service and **save 15% to 75%** on vision services, hearing aids and screenings, diabetes supplies, prepaid lab work and more

Low-fee dental discounts nationwide.

- Save **15% to 50%** on check-ups, cleanings, fillings, crowns, x-rays, root canals and more at over 110,000 participating providers



To learn more and enroll your county, visit NACo.org/Health



COUNTY HIGHLIGHT: VENANGO

John Buffone

Editor, Director of Media
and Public Relations

In addition to their meeting, the Board of Directors also explored the county's industries and history. Included was a tour of the Komatsu Mining Corporation in Franklin. Komatsu provides essential equipment, technologies and services for the construction, mining, forest, energy and manufacturing industries.

Board members also toured DeBence Antique Music World, which houses a collection of more than 100 antique mechanical musical instruments dating from the mid 1800's to the 1940's.



CCAP Board of Directors travel to Venango County

The CCAP Board of Directors held its two-day meeting in Venango County in June. But the participants experienced much more than a conference room in President Chip Abramovic's home county.



The outing also included stops at the Prime Fitness facility and a Tiffany's windows tour at St. John's Church.

"Venango is a rural county with an industrial side," said Abramovic. "This was a great opportunity to show other county leaders that we are able to maintain a healthy balance of scenery and commerce."

Abramovic became President of the CCAP in January of 2023 and will finish his term at the end of the year.

"Chip has brought a lot of enthusiasm and energy in 2023," said CCAP Executive Director Lisa Schaefer. "His commitment to strengthening all 67 counties has allowed CCAP to make great strides this year." ▾

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COUNTY 101: JAILS

A look inside county correctional facilities

Melanie Gordon
CCAP Human Services and
Criminal Justice Policy Director

Inside each of Pennsylvania's 62 county jails is a bustling community of activities and services. More than 10,000 dedicated county staff work with more than 24,000 incarcerated individuals to operate safe and efficient correctional facilities. The individuals incarcerated are those tried as adults under Pennsylvania law. They may be pre-trial detainees who have not yet been adjudicated, sentenced to serve less than two years of incarceration, or accused of a county probation or parole violation for which they will need to have additional hearings. In this role, the county jails serve a diverse population who have complex needs.

We are usually most aware of the role of corrections officers within the jail, providing for the safety of staff, the incarcerated individuals, visitors, and the community. Across the Commonwealth, corrections officers and shift supervisors make up approximately 69% of the correctional staff. These security staff members work directly with the incarcerated individuals to maintain order and provide access to daily needs such as meals, medication, recreation, and family visits. The officers ensure hygiene is maintained, that individuals can access services, and they respond to any emergency situations. In some counties, officers may also handle transportation of individuals to court, outside medical services, and supervised work opportunities.

Alongside the security staff, professionals in multiple other areas provide key parts of the jail's operations. The Inmate Services staff, sometimes called Counselors or Treatment, meet with all newly incarcerated individuals to assess their needs and determine what housing, programs, and re-entry resources would be most appropriate. These staff members coordinate or provide programs that enrich the individual's skills and chance for successful re-entry. Classes and groups may be available for education, mental health, drug and alcohol recovery, religious life, personal decision making, and parenting skills among many others. The inmate services staff may assist with work opportunities within the correctional facility, work release while incarcerated, or as part of a re-entry plan for release.

The jails are fully responsible for the physical and mental health of the incarcerated individuals. Counties may provide those services by hiring nursing staff as county employees and making agreements with local providers, or by contract with one of the full-service correctional medical companies. Many of those incarcerated have complex medical needs, including significantly higher rates of mental health disorders and drug and alcohol abuse than the general population. Jails have also been confronted with an increasingly older population, which in turn presents increased medical needs. Many services can be performed on site at a jail, like physicals, medication distribution, blood work, x-rays, dental services, and doctor visits. When a specialized service provider is difficult to have routinely visiting a facility,

telemedicine or telepsychiatry services can appropriately fill some needs. For other specialists or emergency services, the facility will arrange for transportation of the individual to the appropriate medical facility for care.

The county jail provides for all areas of an incarcerated individual's life, requiring additional support with kitchens, laundry, and maintenance. These services may be performed by county employees, or through a qualified vendor service. The kitchen often serves not only the three meals a day for each incarcerated individual, but also the meals for staff members who work around the clock. The meals must meet all nutritional needs and be routinely certified by a registered dietician. In each of these areas, there can be opportunities for incarcerated individuals to work while supervised by staff members and after appropriate safety training. "Trustee" incarcerated workers can gain new skills, earn a small amount of pay, and potentially qualify for a county's good time program to reduce their sentence length in certain circumstances.

All of this activity is coordinated by an administrative team for the facility. The Warden is the chief facility administrator and could have additional support staff as the facility's size warrants. A common arrangement has two Deputy Wardens who each handle a portion of the operation. Together, they stay apprised of new and existing laws, create and enforce policies, maintain the budget, supervise contracts and vendors, and handle personnel matters. The jail may have administrative support staff members who assist with accounting and administrative

The county jail provides for all areas of an incarcerated individual's life, requiring additional support with kitchens, laundry, and maintenance.

coordination. An Officer or other staff member will be responsible for the system of Inmate Records, which has all criminal case information and a variety of facility information that must be maintained. Some jails will have one or more dedicated Training staff that ensure all staff members receive their initial and ongoing trainings. The jail may choose to be certified as a Basic Training Academy so that all new staff may be certified in house, or the county can participate in the PA Department of Corrections' basic training.

From the smallest facility in the Commonwealth (37 beds) to the largest (3,183 beds), each county jail has a full community of services inside. At all times, the staff at the jail are working to meet the needs of the incarcerated and safeguard the public. From the time someone is incarcerated to the moment they are released, dedicated and hard-working corrections professionals are striving to provide opportunities that will let each person leave their care healthier and more successful than before. 🍌

CCAP Insurance Programs:

By Counties, for Counties

Desiree J. Nguyen

CCAP Managing Director, Insurance Programs

CCAP's insurance programs were created by counties, for counties. Starting in 1980 with the CCAP UC Trust, counties directed CCAP staff to provide services, coverage and training which the traditional insurance market no longer offered. Here we are in 2023, proudly offering 10 programs, all of which are tailored to meet the specific needs and risks of Pennsylvania counties. In fact, seven of the 10 programs are owned and governed by the members which they insure.

It is the mission of CCAP insurance programs to assist counties and county-related entities to protect their employees, clients, property, financial assets and the members of the public who utilize their services. To accomplish this, CCAP insurance programs staff strive to provide:

- Quality member services to counties and county-related entities in the area of risk management, insurance, employee benefits, bonding and related areas.
- Professional, fair, timely and accurate claims services to members of CCAP's insurance programs.
- Professional advice to counties and county-related entities regarding risk control, safety, contractual and operational issues.
- Quality risk control training for management, supervisors and employees of counties and county-related entities.
- Regular, relevant information to members and their insurance producers through the use of various media.
- Any reasonable assistance to counties and county-related entities to make their workplace and operations as safe as possible for the public and county employees.

Additionally, many of our programs offer value-added benefits, such as grants to provide members with financial support to fund risk prevention projects, incentive programs which offer credits toward future contributions, the ability to earn rate stabilization credits and/or receive dividends if programs are performing at established levels, and so much more.

If you take a look at our menu of programs, you'll see that we are more than just insurance. We look forward to working with you on your current and future coverage needs, so remember to ask us first, we cover it all. 🏠



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Solutions For Your County



Insurance Programs

*Ask Us First,
We Cover It All*



PCoRP - PROPERTY AND LIABILITY INSURANCE

PCoRP is a unique combination of self-insurance, reinsurance and risk management. Lines of coverage include property, crime, general liability, law enforcement, auto, public officials' liability and cyber security liability. Members receive a full-service package including in-house claims management, grant programs, risk management and educational opportunities.



PComp - WORKERS' COMPENSATION INSURANCE

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UC TRUST - UNEMPLOYMENT COMPENSATION

UC Trust is a totally self-insured program and provides member counties with a full-service package including claims management, hearing representation, benefit charge auditing, educational opportunities and a robust Employee Assistance Program.



CCAP HEALTH ALLIANCE - HEALTH, DENTAL, VISION and PRESCRIPTION

Health Alliance offers a complete range of medical, dental, vision and prescription plans, fully customized to meet the needs of each individual county or entity. Members enjoy guaranteed rates, low administrative costs, an incentive based wellness program, COBRA administration, compliance assistance with the Affordable Care Act and access to FSA, HRA and HSA administrators.



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Q **Where can I go to find information about county and local government?**

A DCED has a collection of handbooks, guidelines, reports, publications, and other documents relating to local government and community services and programs.

<https://dced.pa.gov/local-government/publications-and-documents/>

Also, check out our website!
<https://www.pacounties.org/>



Q **Where can I find information about local government laws, technical assistance, fire & emergency services, flood maps and tax information?**

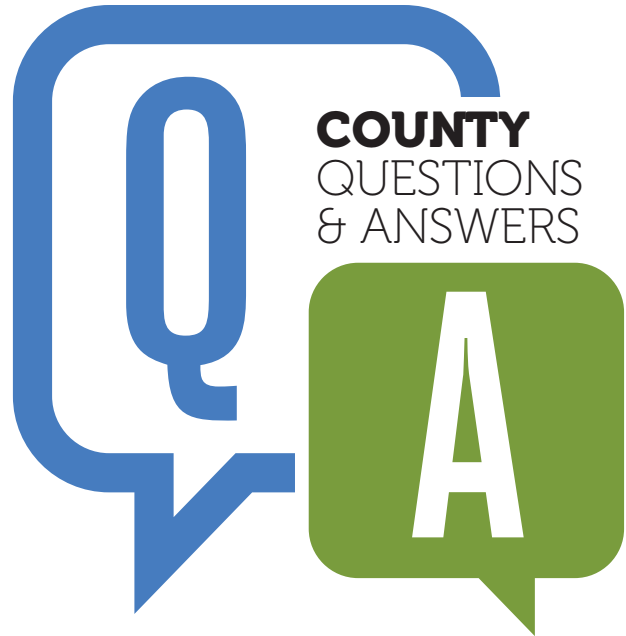
A The Governor's Center for Local Government Services (GCLGS) is a one-stop shop for local government officials and provides a wealth of knowledge on all matters affecting local government operations throughout Pennsylvania.

<https://dced.pa.gov/local-government/>



Q **Does CCAP provide information on hot topics affecting counties?**

A CCAP's membership-selected priorities are the areas of primary legislative focus that guide the association's activities with legislators. They are revised annually to stay current with ever-changing issues and concerns and to help counties continually provide critical services. You can find our current legislative priorities at <https://pacounties.org/advocacy/priorities>.



Q **How can I get involved with CCAP?**

A There are many ways you can be more active with CCAP. We offer many educational, training programs and workshop opportunities throughout the year. Visit <https://pacounties.org/education> for more information.



Q **How can I join a CCAP committee?**

A CCAP has 10 policy committees that meet frequently to discuss hot topics and develop strategies for dealing with them. Members of CCAP can apply to join a CCAP policy committee by visiting <https://pacounties.org/who-we-are/committee-interest-form>.



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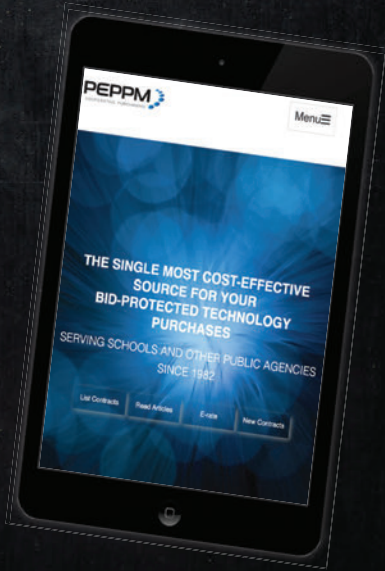
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PENNSYLVANIA COUNTIES ARE

ELECTIONS

- Accept and verify new and changed voter registration applications
- Conduct elections, including finding and training poll workers, maintaining election equipment, finding polling places and processing absentee ballots
- Verify and report election results
- Fund primary, general and special elections

Counties are responsible for all aspects of running elections in Pennsylvania under the state's election code, the federal *National Voter Registration Act* and *Help America Vote Act*.

ASSESSMENT

- Maintain property values to assure fairness, equity and uniformity
- Hear assessment appeals from property owners
- Oversee the process of determining values and update county tax records
- Prepare reports, tax duplicates, and tax bills for political subdivisions

County assessment offices maintain the assessment rolls that are the basis of property taxation for counties, municipalities and school districts.

HUMAN SERVICES

- Administer state-mandated programs and services in areas including children and youth, drugs and alcohol, mental health and intellectual disability, nursing homes and long-term care, juvenile detention centers and juvenile justice, and housing, transportation and other critical supports.
- Work toward better planning and integration of services to improve coordination and streamline programs
- Advocate for state and federal funding for counties to meet critical service needs

Counties provide human services programs that protect the most vulnerable citizens in our communities.

COURTS & CORRECTIONS

- Provide funding for the lower judiciary, including the Courts of Common Pleas, the Magisterial District Justices (MDJs) and related support services
- Receive a share of court costs collected through the Administrative Office of Pennsylvania Courts to aid the county's court administration cost
- Fund and operate county jails for offenders awaiting trial, or those serving sentences up to two years
- Operate specialty courts and community corrections
- Uphold state and federal standards for quality and safety in prison facilities

County corrections and prison management account for a large portion of the county budget. In Pennsylvania, 63 counties operate a jail.

PLANNING & LAND USE

- Prepare comprehensive land use plans, including transportation and environmental planning
- Review municipal planning, zoning and subdivision proposals
- Provide guidance to promote regional land use consistency
- Use GIS to analyze spatial information and databases and support county services

County leaders plan to address fundamental issues such as the location of growth, housing needs, and environmental protection while helping account for future demand for services.

EMERGENCY SERVICES

- Operate 9-1-1 call centers, call-taking and dispatch
- Prepare and rehearse local all-hazards emergency response plans in coordination with federal, state and municipal agencies
- Lead local and regional homeland security planning

Counties provide direction and coordination of emergency services for the protection of the people and resources in the county.

TRANSPORTATION

- Own and maintain more than 4,000 county bridges
- Operate more than 30 mass transit systems
- Offer paratransit and medical assistance transportation
- Offer input on commuter railroads, busses, etc. in metropolitan areas

Counties work alongside PennDOT and their planning organizations to ensure that transportation infrastructure meets citizen and business needs now and in the future.

ADDITIONAL SERVICES

- Agriculture Conservation and Preservation
- Environmental Issues and Recycling
- Property and Civil Records Management
- Delinquent Real Estate Tax Collection
- Community and Economic Development

Counties are also involved in other functions of everyday life, touching the lives of every Pennsylvanian.

ABOUT CCAP

THE VOICE OF PENNSYLVANIA COUNTIES

CCAP provides county leaders with information and guidance related to legislation, education, media, insurance, technology and many other issues that help create and maintain crucial services for residents throughout the state.

CCAP supports county leadership that is responsive to the needs and circumstances of citizens. CCAP stands firmly against state and federal actions that limit fiscal, administrative or programmatic authority over those developed locally.

Get to Know: PACHSA

Tom Stark

Executive Director, PACHSA



During the early 1970s, several models of service integration involving systems approaches to various components of planning, management, and the delivery of human services had been developed in Pennsylvania. To unite these models, the Pennsylvania Services Integration Consortium (PSIC) was formed in 1976 with the purpose of providing a platform for its five member organizations, representing ten counties, to share and transfer their knowledge and experiences in implementing systems, improving local decision making, and enhancing service delivery.

In 1987, PSIC affiliated with the Pennsylvania State Association of County Commissioners (now CCAP) and in 1991 became the Pennsylvania Association of County Human Services Administrators (PACHSA) to accommodate the needs of its increasing membership. Today, PACHSA, now fifty-one members strong, continues to stay true to its founding purpose of ensuring the efficient and effective delivery of human services at the local level.

In Pennsylvania, counties play a crucial role in delivering human services and have the flexibility to tailor programs to meet the specific needs of their communities. All counties offer child welfare, mental health, and intellectual disability services, while drug and alcohol and aging services may be provided directly by the county or through provider agencies. Counties can also collaborate to provide certain services across a wider geographic area, ensuring a tailored and responsive approach.

Having a human services leadership structure that prioritizes cooperation and coordination is vital for counties to effectively serve their citizens. County human services administrators, or directors, take on the responsibility of overseeing and coordinating various human services, including those mentioned above, as well as providing additional support services for vulnerable populations. These administrators manage a substantial staffing compliment within their agencies and are well-versed in recruitment and retention efforts. They also foster collaboration with

various agencies, community organizations, and government departments to ensure seamless service integration.

PACHSA, as an association, dedicates itself to advancing the needs of its members through advocacy, communication, and education. Addressing workforce shortages, housing availability and affordability, high acuity complex cases, and increased funding for critical areas such as mental health, human services development, and homelessness assistance are among the current and long-standing priorities for the association. The association also facilitates an information exchange, encouraging members to share concerns, solutions, and best practices for the benefit of all.

PACHSA offers its members robust educational opportunities, including three conferences per year, various trainings, and webinars. Recently, the association organized its popular Summer Showcase in Lehigh County, a two-day interactive event highlighting the host county's programs and services while promoting the efforts of

neighboring counties. The mentorship program is another source of pride for PACHSA, pairing seasoned human services administrators with newcomers, ensuring their early success and growth in their roles.

Human services administrators play a crucial role in their communities, serving as the driving force behind the effective and efficient delivery of human services at the local level. They act as the linchpin, connecting communities with

vital resources, bridging gaps, and ensuring equitable access to services for all residents. PACHSA remains dedicated to its founding principles, providing its members with a platform to share knowledge and experiences, improve local decision-making, and enhance service delivery. Through our collaborative efforts, we strive for a brighter future, where no individual is left behind, and everyone has the opportunity to thrive and reach their full potential. 🍷

What are human services?

Human services are services designed to assist people, especially vulnerable populations, who are facing difficult life situations. Various human services disciplines, or categoricals, help individuals and families (consumers) navigate through both crisis and chronic life situations by providing support and guidance so these citizens can return to their greatest level of self-sufficiency and independence.

About PACHSA:

The Pennsylvania Association of County Human Services Administrators (PACHSA), an affiliate of the County Commissioners Association of Pennsylvania (CCAP), is a statewide, nonprofit association representing the needs of human services administrators, directors, and their counterparts across Pennsylvania. PACHSA serves to educate and advocate for the effective, efficient, and coordinated delivery of human services at the county level.



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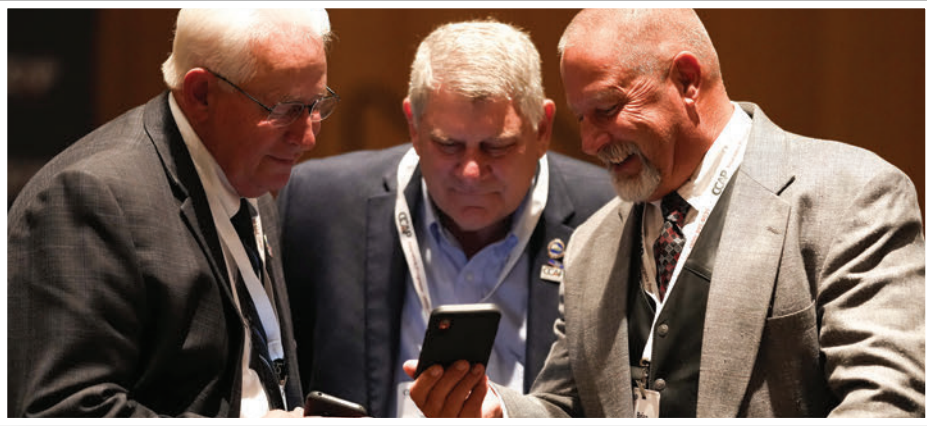
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2023 CCAP Annual Conference



The 2023 CCAP Annual Conference and Trade Show took place at the Bayfront Convention Center in Erie County, dubbed the “Maui of the East”. The Annual Conference is CCAP’s premiere event, hosting more than 500 guests over the duration. The Conference program was packed with dynamic speakers, important and timely educational breakout sessions, dedicated time to spend with exhibitors and vendors interested in doing business with counties, and an awards dinner honoring the achievements of county government.



Tioga County Commissioner Erick Coolidge, Clinton County Commissioner Jeff Snyder (middle) and Wayne County Commissioner Brian Smith (right)



2023 CCAP President and Venango County Commissioner Chip Abramovic (left) and 2024 CCAP President and Berks County Commissioner Michael Rivera (right)



Pennsylvania Lt. Gov. Austin Davis



CCAP Chief Leadership and Engagement Officer Todd Snovel (left), CCAP Conference and Event Manager Lindsay Price (middle) and CCAP Manager of Accounting Operations Sara Sheaffer (right)



CCAP Executive Director Lisa Schaefer.



Fireworks to celebrate the 2023 Annual Conference.



Snyder County Commissioner Joe Kantz



Erika Kuhn performs during the Annual Awards Ceremony.



Dauphin County Commissioner George Hartwick accepts his "Commissioner of the Year" Award.



Armstrong County Commissioner Pat Fabian (left) and CCAP Director of Media and Public Relations John Buffone (right)



Elk County Commissioner Matt Quesenberry



Lori Vargo Heffner, Northampton County Councilwoman



Clinton County Commissioner Jeff Snyder (left) and Lawrence County Commissioner Dan Vogler (right).



Berks County Commissioner Christian Leinbach offers the opening invocation



CCAP Managing Director of Insurance Programs Desiree Nguyen.



CCAP Staff at the Annual Awards Ceremony.



Elk County's Thomas G. Wagner, Esq., accepts the Outstanding Solicitor of the Year Award.



Lycoming County Commissioner Richard Mirabito



The Annual Conference Fun Run took place around the Bayfront in Erie



Keynote Speaker Sebastian Terry



Bradford County Commissioner John Sullivan (left) and Tioga County Commissioner Erick Coolidge (right).



Erie County Executive Brenton Davis



A hula dancer leading a dance during the Sunday reception.



Participants for the Annual Conference Fun Run/Walk



Beaver County's Eric Brewer accepts the Friend of County Government Award



Indiana County Commissioner Sherene Hess



Butler County Commissioner Kim Geyer

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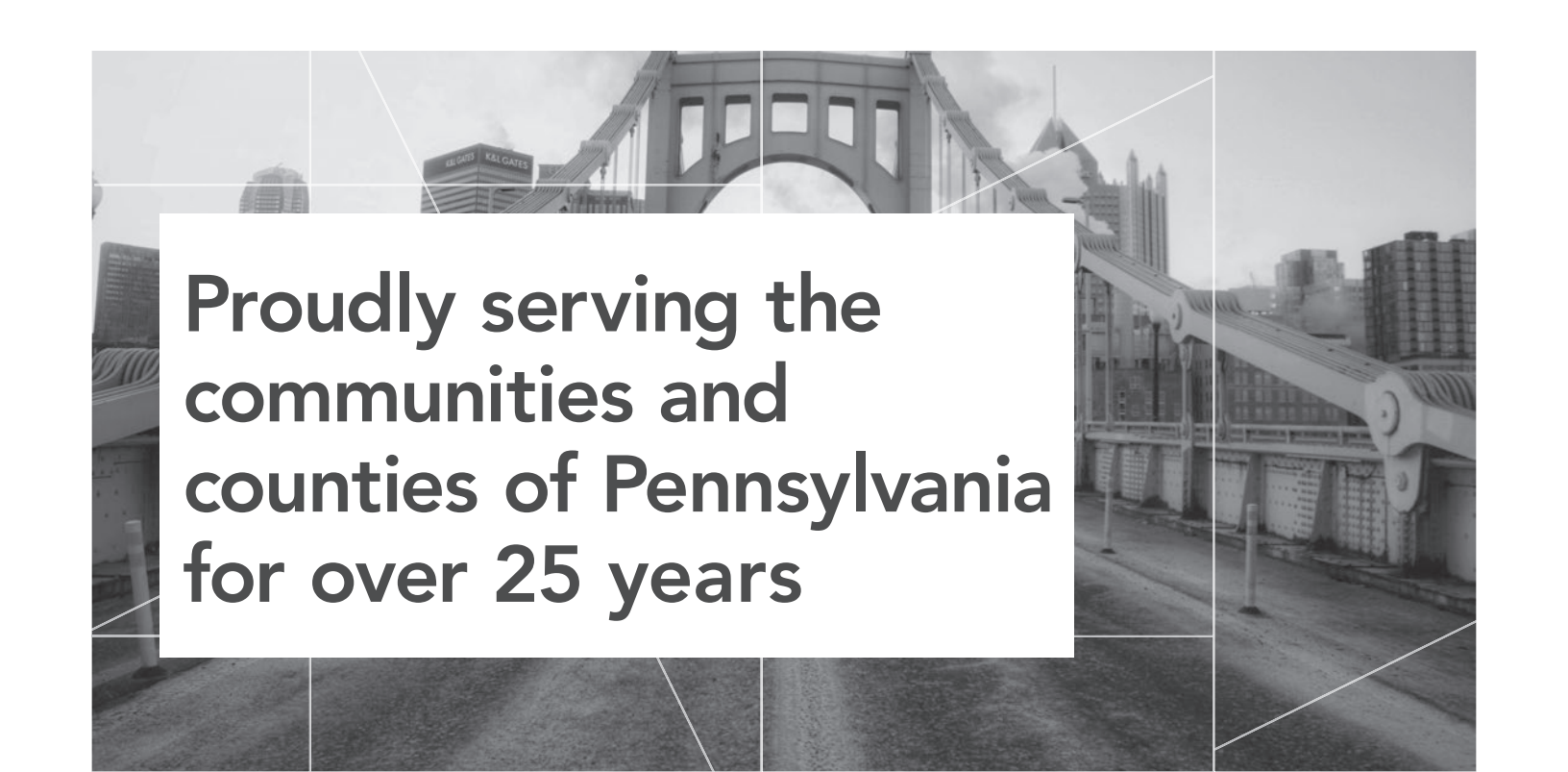
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County Commissioners
Association of Pennsylvania

**2023 CCAP
Fall Conference
and Newly Elected
Official Workshop**

November 18 – 21, 2023

The CCAP Fall Conference features general programming with a focus on county "hot topics." This conference is a time for CCAP to plan its priorities and goals for the coming legislative year with an emphasis on association and county business. CCAP does not host exhibits at this conference, but vendors are encouraged to attend and sponsor.



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