

1 County Council of Brown County, Indiana

2 Minutes

3 February 21, 2022 at 6:30 PM

4 Roll Call.

5 Present: In Person: Dave Redding, Dave Critser, Art Knight, Gary Huett, Darren
6 Byrd, Scott Rudd, by zoom: Judy Swift-Powdrill

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9 Dave Redding called the meeting to order and led the Pledge of Allegiance.

10 2022 Council Leadership Roles:

11 Julia Reeves, Auditor, opened the floor for nominations for President of the
12 County Council.

13 Motion: to nominate Gary Huett as the President of the Brown County Council.

14 Action: Approve. Moved by Dave Critser, Seconded by Art Knight. Motion
15 passed unanimously.

16 Gary Huett called Roll call.

17
18 Additions to the Agenda or Changes

19 2 changes – Removing Benita Fox and Auditor Julia Reeves.

20
21 Motion: to nominate David Redding as Vice President of the Brown County
22 Council. Action: Approve. Moved by Gary Huett, Seconded by Dave Critser.
23 Motion passed 6 – 1 vote. 6 yes – Dave Critser, Art Knight, Gary Huett, Darren
24 Byrd, Scott Rudd, Judy Swift-Powdrill. 1 abstain – Dave Redding.

25
26 2022 County Council Appointments

- | | |
|--------------------------------|---------------------|
| 27 Animal Control | Dave Critser |
| 28 Community Corrections | Gary Huett |
| 29 Emergency Management | Judy Swift-Powdrill |
| 30 GIS Committee | Art Knight |
| 31 Solid Waste | Darren Byrd |
| 32 Extension Board | Scott Rudd |
| 33 Maple Leaf Management Group | Darren Byrd |
| 34 Community Foundation | Dave Redding |

36 Kathy Smith, Clerk - Redistricting Cost Reimbursement – The state has given
37 permission to print postcards for the notification of voters for change of voting
38 polls. There will be 1,610 addresses totaling \$1,033.91. Commissioners will pay
39 this.

40

41 Approval of Minutes

42 The Council members were provided with an opportunity to review the minutes of
43 the Regular Session on December 20, 2021 prior to the meeting.

44 **Motion:** to accept the minutes as presented. **Action:** Approve. **Moved by Dave**
45 **Redding, Seconded by Dave Critser.** Motion passed unanimously.

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47 HR

48 The Commissioners received a letter from Barnes & Thornburg concerning the
49 American Rescue Plan Act premium pay.

50 The new PERF My Choice plan has not been what they thought it was going to be,
51 they are saying we need to add 7.2%. Hoosier Start and Perf my choice entered
52 into a new contract with Nationwide with a new supplemental rate of 7.2% and not
53 knowing what it will be next year, there is no investment period, and it's more of a
54 savings account. Resolution 2022-02-21-001 to eliminate the PERF My Choice
55 and return all employees to the PERF Hybrid Plan.

56 **Motion:** to accept Resolution to eliminate the My Choice Plan and return to the
57 PERF Hybrid Plan. **Action:** Approve. **Moved by Dave Redding, Seconded by**
58 **Dave Critser.** Motion passed unanimously.

59

60 Job Descriptions

61 Melissa will email all the job descriptions to the Council members and the Council
62 will vote on them next meeting. The Veteran's Service Officer will stay the same.

63

64 Community Corrections

65 Josh Bales could not be here. We had a representative from the Brown County
66 Recovery and Wellness Coalition speak. She stated that the Coalition has applied
67 for 2 Grants. The first one is for \$85,000.00, with this grant they would like to hire
68 a Jail Services Coordinator that would create opportunity for five day a week
69 connection to mental health and addictions services as well as a wealth of other
70 community resources with the capacity to build individuals recovery capital. She

71 provided the Council with a printout about the Grant and what the service
72 coordinator would cost. Discussion concerning the job description and the pay
73 grade. We need to have a job description, they can continue with the timeline but
74 cannot hire someone until the Council approves the job description.

75 Motion: to have the President of the Council to write letter of support for the 2nd
76 grant due March 1, 2022. Action: Approve. Moved by Dave Redding, Seconded
77 by Scott Rudd. Motion passed unanimously.

78 **Motion:** to give the coalition the support of the Council to continue with the
79 Grants, and the plans for a Jail Services Coordinator. **Action:** Approve. **Moved**
80 **by Dave Redding, Seconded by Darren Byrd.** Motion passed with a 6 – 1 vote.
81 6 yes- Dave Redding, Art Knight, Gary Huett, Darren Byrd, Scott Rudd, Judy
82 Swift-Powdrill. 1 abstain-Dave Critser.

83

84 Attached to the minutes were the dates of the Council meetings, budget hearings
85 and cut off dates for the agendas.

86 **Motion:** to approve dates of meetings, budgets and cut offs. **Action:** approve.

87 **Moved by Dave Redding, Seconded by Scott Rudd.** Motion passed unanimously.

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89 2022 Board Appointments

90 Alcoholic Beverage Board –

91 **Motion:** to appoint Jack Critser to the Alcoholic Beverage Board. **Action:**
92 Approve. **Moved by Art Knight, seconded by Scott Rudd.** Motion passed 6 – 1.
93 6 yes – Dave Redding, Art Knight, Gary Huett, Scott Rudd, Darren Byrd, Judy
94 Swift-Powdrill. 1 Abstain – Dave Critser.

95 Library Board –

96 **Motion:** to reappoint Tim Kelley to the Library Board. **Action:** Approve.

97 **Moved by Scott Rudd, Seconded by Dave Critser.** Motion passed unanimously.

98 Tourism Commission -

99 **Motion:** to reappoint all 3 of the board members, Kevin Ault, Lance Miller & Jim
100 Schultz. **Action:** Approve. **Moved by Dave Critser, Seconded by Art Knight.**
101 Motion passed unanimously.

102 Brown County Regional Sewer Board - Matthew Hanlon spoke of his interest to
103 the board.

104 **Motion:** to appoint Matthew Hanlon to the Brown County Regional Sewer Board.

105 **Action:** Approve. **Moved by Dave Redding, Seconded by Scott Rudd.** Motion

106 passed 6 – 1. 6 yes – Dave Redding, Dave Critser, Art Knight, Gary Huett, Scott
107 Rudd, Darren Byrd. 1 – Recuse – Judy Swift-Powdrill.
108 Brown County Redevelopment Commission- We have 3 persons interested only 2
109 positions. All three spoke on their interest. Jim Schultz, Gary Bartels and Kevin
110 Patrick.

111 **Motion:** to appoint Kevin Patrick to the redevelopment commission. **Action:**
112 Approve. **Moved by** Dave Redding, **Seconded by** Dave Critser. Motion passed
113 unanimously.

114 **Motion:** to appoint Gary Bartels to the Redevelopment Commission. **Action:**
115 Approve. **Moved by** Dave Redding, **Seconded by** Dave Critser. Motion passed
116 unanimously.

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118 **Adjournment**

119 **Motion:** to adjourn. **Action:** Adjourn. **Moved by** Art Knight, **Seconded by**
120 Dave Critser. Motion passed unanimously.

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Gary Huett, President Dave Redding, Vice President

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Art Knight, Council Member Darren Byrd, Council Member


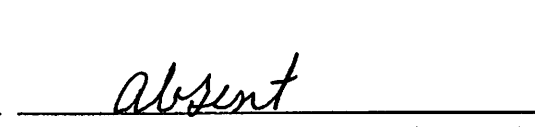
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Dave Critser, Council Member Judy Swift-Powdrill, Council Member



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Scott Rudd, Council Member Attest: Julie Reeves, County Auditor

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It is our understanding that under the proposal, the County would: (1) award amounts of \$1000 for full-time employees and \$500 for part-time employees for essential work performed during a specified time period and (2) award \$2/hour in premium pay for certain employees who continue to perform essential work going forward through December 31, 2024, not to exceed \$25,000/eligible worker.

Based on our review of the County's premium pay proposal and discussions with the Board of Commissioners and staff regarding the County's evaluation of the three criteria required by the Final Rule for awarding premium pay, the County's premium pay proposal is in compliance with ARPA and the Final Rule. In the event that the proposed premium pay to be provided by the County would result in any employee who is exempt from the Overtime Provisions of the Fair Labor Standards Act receiving total compensation in excess of 150% of median wage for all occupations in the higher of Brown County or Indiana a written justification for the provision of premium pay ought to be prepared related to that particular employee.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Jacob A. German". The signature is written in a cursive style with a clear, legible font.

Jacob A. German

Jacob A. German

(317) 231-7538
Jacob.German@btlaw.com

February 21, 2022

Board of Commissioners of Brown County, Indiana
P.O. Box 151
Nashville, IN 47448

RE: American Rescue Plan Act (“ARPA”) – Premium Pay Proposal

Dear Commissioners:

You have indicated that the Board of Commissioners for Brown County, Indiana (the “County”) has proposed using a portion of the County’s Coronavirus State and Local Fiscal Recovery Funds (the “Funds”) to award premium pay to certain county employees and have asked us whether such an expenditure of the funds would be a permitted expenditure of the Funds in accordance with guidance from the United States Department of the Treasury (“Treasury”).

In its final rule issued on January 6, 2022 (the “Final Rule”), Treasury determined that premium pay may be awarded to eligible workers provided that the following three criteria are met: (1) the premium pay is given to “eligible workers”, which by definition includes all employees of a recipient government; (2) the eligible workers performed “essential work”, meaning they were not working remotely and had (a) regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work or (b) regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work; and (3) the premium pay is responsive to workers performing essential work during the COVID-19 public health emergency, meaning that the eligible worker receiving premium pay is (a) earning (with the premium pay included) at or below 150 percent of their state or county of residence’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics’ Occupational Employment and Wage Statistics, whichever is higher, on an annual basis, or (b) is not exempt from the Fair Labor Standards Act overtime provisions.

if we can demonstrate impact with this grant funding as a startup. It is a cost effective approach as it maximizes the resources already available within the community and pinpoints the barrier to mobilizing those resources.

2. Project Timeline

Grant Effective Date: March 1, 2022

Post Position for Jail Services Coordinator: By March 11, 2022

Achieve accepted offer for Jail Services Coordinator Position to Candidate: By April 29, 2022

Onboard Jail Services Coordinator: By June 1, 2022

Attend first Brown County Recovery and Wellness Coalition Meeting (held the second Thursday of each month)/Reports will be due quarterly to the coalition: By June 9, 2022

Attend first Brown County System of Care Meeting (held the third Thursday of each month): By June 16, 2022

Secure funding to ensure sustainability: By June 1, 2023.

3. Supporting Documentation

Job Description

The Jail Services Coordinator would be hired and supported by the Brown County Sheriff's Department. They report directly to the jail commander and follow all policies and procedures required of correctional officers. Primary tasks include screening inmates to identify services they may benefit from receiving as well as scheduling and supervising all persons coming into the jail to provide services and support to inmates. Services and support would include but are not limited to mental health appointments, substance use support group meetings, faith-based services and peer recovery services. Coordination of both virtual and face to face services will be required. The Jail Services Coordinator prioritizes access and safety as they manage the day to day visitors who come in to address the underlying needs of the inmates. The Jail Services Coordinator will collaborate closely with the Brown County Recovery and Wellness Coalition and attend all meetings that would enhance connection to Brown County and the recovery community including System of Care (SOC) and the BCRAWC Criminal Justice subcommittee. The Jail Services Coordinator will participate in all recommended professional development opportunities which could include trauma informed care training, content on adverse childhood experiences, content on mental health and addictions, etc. The Jail Services Coordinator will build partnerships/shared understanding/shared language between the sheriff's department and community partners, strengthening collaboration that addresses mental health and addictions in the community and particularly with those who are incarcerated.

Workflow Chart

Please reference the attached PDF Document "RFF 2022-003 Workflow Chart (Brown)".

4. Budget

A. Personnel

Position	Name	Hourly Rate	Annual Rate	Amount Requested
Jail Services Coordinator	To Be Determined	\$19.71	\$40,995.60	\$54660.80

The Jail Services Coordinator will be embedded in the Sheriff's Department and will serve to open the flow of already existing community supports and services to individuals incarcerated in the Brown County Law Enforcement Center. Incumbent will seek to build inmate recovery capital and increase likelihood of long-term sustained recovery. Incumbent will work closely with jail staff, the Sheriff's Department, and community partners to identify inmates in need of services, connect them to services, and coordinate implementation of these resources in the jail, giving careful consideration to the security and safety needs of the jail, as well as HIPAA and other confidentiality requirements. The Jail Services Coordinator will be paid at a county level 10 ARP, in accordance with the Brown County Salary Schedule. Incumbent will report directly to the Jail Commander, at the final discretion of the Brown County Sheriff.

B. Fringe Benefits

Position	Name	Insurance Cost	FICA	Amount Requested
Jail Services Coordinator	To Be Determined	\$13,431.68	\$3,388.97	\$22,398.62

Response to RFF #2022-023: Community Coordination Grant

1. Narrative

Brown County has a longstanding, strong local coordinating council (LCC), the **Brown County Recovery and Wellness Coalition (BCRAWC)**. There are three very active subcommittees of BCRAWC which address prevention and education, treatment and support, and criminal justice systems as they relate to substance use disorder. Our mission is to reduce the incidence and prevalence of substance misuse and addiction among children and adults in Brown County, Indiana. Our vision is a healthy and safe community where substance misuse and addiction can be addressed quickly and effectively.

BCRAWC is the driving force behind much of the community action involving addictions. Partnerships and involvement are far reaching and not limited to representation from the following groups: Brown County Schools, Centerstone, Brown County Sheriff's Department, Brown County Community Corrections, Do Something, Groups Recover Together, Brown County Probation, Brown Countians for Healthy Living, Indiana University Health, BETA youth group, PTO, Department of Child Services, Nashville United Methodist Church, St. David's Episcopal Church, League of Women Voters, Career Resource Center, prosecutor's office, Turning Point, community members in lived recovery, community members that have lost loved ones to addiction, and many more individuals and groups. This project also has the strong support of local city and county government. Brown County is uniquely united around the issue of addressing mental health and substance use disorder in our community. We all recognize that close collaboration is key to optimizing community vitality and wellness and the interconnectedness of mental health and addictions to all other facets of a strong community.

The law enforcement subcommittee of BCRAWC identifies that a significant barrier to providing jail-based mental health and addictions services to individuals housed at the jail is a lack of available personnel and resources to coordinate the flow of services. At present time, the sheriff's department is not able to consistently manage even set days and times to bring services and resources to those in the jail. This is due to significant departmental constraints and staffing limitations which have only been heightened by the impact of the Covid-19 pandemic. The sheriff's department is confident that a Jail Services Coordinator position would create opportunity for five day a week connection to mental health and addictions services as well as a wealth of other community resources with the capacity to build individual recovery capital. Other resources would include faith-based services, peer support groups, assistance with obtaining high school equivalency, and visitation with children involved with the Department of Child Services. We have significant community capacity already in place willing and able to support incarcerated individuals at the Brown County jail but are lacking the infrastructure and effective coordination and collaboration to truly implement best practices.

We anticipate that the sheriff's Jail Services Coordinator position would develop an effective workflow between the sheriff's department and community partners that would maximize resources for inmates and reduce burden on the sheriff's department. The individual would report directly to the jail commander. The jail commander reports directly to the sheriff. The Jail Services Coordinator position is not supervisory. The individual would be trained in as a correctional officer with the capacity to supervise and intervene when providers are present with inmates. Their position would be fully committed to enhancing access to community resources inside the jail. Boundaries would be established to ensure they were not called away from this as their primary role for things such as transport, etc.

The Jail Services Coordinator would be responsible for developing relationships with community partners; attending BCRAWC, System of Care (SOC), and any other community meetings that would enhance communication and collaboration between the sheriff's department and community partners. The Jail Services Coordinator would participate in specialized training to enhance knowledge and capacity in their unique role. Training could include trauma informed care, content on adverse childhood experiences, mental health and addictions, etc. Centerstone and BCRAWC commit to sharing professional development opportunities and agree to provide ongoing consultation as requested. The Jail Services Coordinator will model and share skills and information obtained through training with colleagues at the sheriff's department.

The development of a Jail Services Coordinator position is one that is supported by the BCRAWC as well as town and county government. There is potential to obtain ongoing funding beyond the life of the grant through county dollars

Requested funds will be utilized to cover fringe benefits for incumbent and include county rates for Family Insurance Plan (\$839.48 per month), FICA (6.2% of Gross Income), Medicare (1.45% of Gross Income), PERF (3.2% of Gross Income), Unemployment (.05% of the first \$9,500.00 earned), and \$100 longevity pay to be earned once the incumbent has been employed for 1 year. An Additional 10% of total cost has been requested to account for inflation and potential increase of insurance costs in 2023. Note that above reflected costs are for a 16-month period.

C. Travel

Purpose	Destination	Mileage	Cost	Amount Requested
Travel for Training	Potential Off-Site Trainings	1000 Miles	\$0.39 per mile	\$390.00

Requested funds will be utilized for reimbursement for potential personal use of vehicle to attend necessary trainings; reimbursement will be issued at the county rate of \$0.39 per mile.

D. Supplies & Equipment

Item	Cost	Bases (Ex: monthly, quarterly)	Quantity	Amount Requested
Jail Officer Uniform	\$1,000.00	1-time expense	1	\$1,000.00
Laptop	\$1,500.00	1-time expense	1	\$1,500.00
Cellphone	\$200.00	1-time purchase expense	1	\$200.00
Cellphone	\$45.00	Monthly Service Rate	16	\$720.00
Tablet	\$700.00	1-time purchase expense	1	\$700.00
Tablet	\$35.00	Monthly Service Rate	16	\$560.00

Incumbent needs equipment relevant to the correctional duties of the position including 2 pairs of pants/logo emblazoned shirts, duty belt, hat, a jacket, and pair of boots; the average cost to equip a new Officer is \$1,000.00. Further, incumbent will require a laptop, cellular phone, and tablet to complete coordination requirements of the job- denoted costs associated with initial purchase and extended service plans of these devices were estimated by the Brown County Information Technology Office.

E. Training

Position	Name	Training	Cost	Amount Requested
Jail Services Coordinator	To Be Determined	Trauma Informed Care/TI-ROSC, ACES/Adverse Childhood Experience Training, Mental health, Addictions, & Co-Occurring Disorders	\$2,000.00	\$2,000.00

Requested funds will be utilized for training of incumbent. The Jail Commander has advised that training relevant to the Jail Services Coordinator's duties as a Correctional Officer is at no expense to the Sheriff's Department. Funds will be utilized to pay for training registrations for trainings associated with specialized training related to Trauma Informed Care, Adverse Childhood Experiences, Mental Health, Addictions & Co-Occurring Disorders. These will be specialized trainings that standard Correctional Officers do not undertake.

Total Funding requested: \$84,129.42