

## BUCKS COUNTY COMMISSIONERS

February 3, 2016

The Regular Meeting of the Bucks County Board of Commissioners was held this day at 10:00 am, at the Bucks County Administration Building, 55 E. Court Street, Doylestown, Pennsylvania. In attendance were Commissioner Robert G. Loughery, Chairman; Commissioner Charles H. Martin; and Commissioner Diane M. Ellis-Marseglia. Chairman Loughery opened the meeting with a moment of silence, followed by the Pledge of Allegiance.

### INTRODUCTIONS

Chairman Loughery recognized County Row Officers Donald Petrille, Register of Wills; Mary Smithson, Clerk of Courts; Kimberly Doran, Acting Controller; and Joseph Szafran, Recorder of Deeds.

### PROCLAMATIONS AND COMMENDATIONS

None.

### PUBLIC COMMENT – Agenda Items

Larry McKeogh, from Warminster Township, had a question regarding the bond issue under miscellaneous items. He asked how PA Act 77, the Guaranteed Green Savings Act, could be applied to the planned building renovations, which would be funded through the bond issue. Chairman Loughery responded by saying the Commissioners are familiar with the Act, but it is not applicable to today's bond issue. He mentioned that the County has used other funds that equated to energy savings in the past and will look at similar investments in the future.

David White, from Lower Makefield Township, spoke in favor of agenda item 1c, and encouraged the Commissioners to support Morrisville Senior Servicer in the long-term. He also discussed the efforts made by the senior center to increase membership and address operating issues. He also encouraged the Area Agency on Aging to make an announcement that the building is not closing.

### OLD BUSINESS

Upon motion of Commissioner Marseglia, seconded by Chairman Loughery, with the vote being 2-0-1 as Commissioner Martin abstained since he was not present at the meeting, the Minutes for the regular meeting of January 20, 2016 were approved.

### NEW BUSINESS

Chairman Loughery reviewed the agenda for the public, providing clarification and addressing questions and comments.

Item 1c – In response to Mr. White's question and comments, Chairman Loughery responded by saying the contract will be renewed to the end of the fiscal year. The County does not have long-term contracts with its senior centers. Area Agency on Aging Director Najja Orr confirmed that those contracts are annual and that there are 13 senior centers. Chairman Loughery confirmed that County officials met with representatives from the senior center last December and that not only would the contract be extended, by also the ability to lease the building. The County will monitor the senior center's membership and usage over time.

Item 3a – Chairman Loughery explained that the Bucks County Civil War Round Table is closing out its account and transferring reserve funds for the maintenance and upkeep of the World War II Memorial that is located in the courtyard outside of the Administrative Building.

Item 4a – Chairman Loughery clarified that the following Children and Youth conflict counsel contracts were previously approved, but omitted language pertaining to the agreed-upon compensation rates indexed to the new PSSU labor agreement.

Item 11b – Chairman Loughery added that two similar contracts to provide case management services related to the Code Blue program with Lenape Valley Foundation and Penn Foundation were approved at the last meeting.

Items 13b, c and e – In response to Chairman Loughery's question, MH/DP Administrator Donna Duffy Bell said the contracts will be funded through the addition of a HealthChoices reinvestment project. There will be no County participation in terms of expense.

Item 16 – In response to Commissioner Martin's question, Clerk of Courts Mary Smithson said that a former Information Technology employee, who worked for the County for 43 years, now works for the consultant. She noted that this employee has worked on multiple computer systems for the committee, and is knowledgeable to deal with future issues the committee may face. Chief Information Officer Donald Jacobs added that Information Technology was not directly involved in the origination of the contract nor was he familiar with the functions the consultant will

be providing to the committee. The former employee will assist Information Technology to eventually transition the functions of the consultant to the department.

**RESOLUTIONS**

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the following Resolutions were approved with exception to:

- Commissioner Martin abstaining on item 16.

**RESOLVED**, that the Bucks County Board of Commissioners upon recommendation of the BOARD OF COMMISSIONERS, thereby approve the following:

<u>DEPARTMENT</u>	<u>WITH</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
1. AREA AGENCY ON AGING	a. Bucks County Drug and Alcohol Commission, Inc. Warminster, PA	Approve contract to provide gambling prevention and medication education programs. 7/1/15 – 6/30/16	\$21,794 (Revenue)
	b. Commonwealth of Pennsylvania Department of Agriculture Harrisburg, PA	Approve renewal of Local Agency Agreement for Senior Farmers Market Nutrition Program. 5/1/15 – 12/31/19	\$4,000/yr. (Revenue)
	c. Morrisville Senior Servicer Morrisville, PA	Approve contract to provide services at senior center. 1/1/16 – 6/30/16	\$29,134** (County 10%)
2. CHILDREN & YOUTH	a. Adelphoi Village, Inc. Latrobe, PA	Approve contract renewal to provide various services for children. 7/1/15 – 6/30/16	\$2,260,000** (County 28%)
	b. Child, Home, Community, Inc. Doylestown, PA	Approve contract renewal for prenatal/parenting skills education. 7/1/15 – 6/30/16	\$69,760** (County 20%)
	c. YWCA OF Bucks County Trevoese, PA	Approve contract renewal to provide life skills, camps and literacy programs. 7/1/15 – 6/30/16	\$754,000** (County 20%)
3. COMMISSIONERS	a. Bucks County Civil War Round Table, Inc. Doylestown, PA	Approve Bill of Sale and transfer of funds for World War II Memorial.	\$20,824 (Revenue)
	b. Redevelopment Authority of the County of Bucks Bristol, PA	Approve cooperation agreement to accept and administer a Redevelopment Assistance Capital Program grant for St. Mary Medical Rehabilitation Center.	
4. COURTS	a. Children & Youth Conflict Counsel 1. Judith A. Algeo 2. Geoffrey Graham 3. Elissa B. Heinrichs 4. Francine Kaplan 5. Daniel Keane 6. Wm. Craig Penglase 7. Stuart Wilder 8. Keith J. Williams	Approve contract amendment with eight private attorneys to adjust compensation rate for conflict counsel. 1/1/16 – 12/31/16	\$ 6,430.08* (County 100%)
5. EMERGENCY COMMUNICATIONS	a. Zelenkofske Axelrod LLC Harrisburg, PA	Approve contract to audit Bucks County 911 Fund for the calendar years 2013 through 2015. 2/3/16 – 12/31/16	\$16,500 (County 100%)
6. EMERGENCY COMMUNICATIONS Narrowbanding	a. Hunterdon County Flemington, NJ	Approve Mutual License Agreement to share towers and shelter space at sites located in Bucks County and Hunterdon County.	

	b.	SBA Towers III, LLC Boca Raton, FL	Approve contract amendment to increase rental fee required for new generator. 1/1/15 – 12/31/17	\$3,300** (County 100%)
7. FINANCE	a.	Safety National Casualty Corp. St. Louis, MO	Approve contract renewal for Excess Workers Compensation insurance policy. 2/1/16 – 2/1/17	\$292,824 (County 100%)
	b.	Travelers Insurance Company Hartford, CT	Approve contract renewal for Property insurance policy. 2/1/16 – 2/1/17	\$483,733 (County 100%)
	c.	Travelers Insurance Company Hartford, CT	Approve contract renewal for Excess General Liability and Excess Auto policy. 2/1/16 – 2/1/17	\$169,931 (County 100%)
8. HEALTH	a.	Pennsylvania Department of Agriculture Harrisburg, PA	Authorize grant agreement to administer Women, Infant and Children (WIC) Farmer's Market Nutrition Program. 5/1/16 - 11/30/16	\$6,750 (Revenue)
	b.	Pennsylvania Department of Environmental Protection Harrisburg, PA	Approve West Nile Virus Grant to provide continuation of mosquito-control activities. 1/1/16 – 12/31/16	\$144,220 (Revenue)
9. HOUSING AND COMMUNITY DEVELOPMENT	a.	U.S. Department of Housing and Urban Development Philadelphia, PA	Approve grant agreement to plan and monitor programs for the homeless.	\$17,129 (Revenue)
10. HUMAN RESOURCES	a.	H. Dennis Smith Revere, PA	Approve settlement of workers' compensation claim.	\$145,911* (County 100%)
	b.	Peter Classetti, Esquire Newtown, PA	Approve settlement of workers' compensation claim.	\$42,768.94* (County 100%)
	c.	Trover Solutions/Independence Blue Cross Louisville, KY	Approve settlement of workers' compensation claim.	\$30,000* (County 100%)
11. HUMAN SERVICES	a.	Family Unity Center Bristol, PA	Approve contract to provide students with an after school program to promote academic and social success. 7/1/15 – 6/30/16	\$10,000** (County 4.1%)
	b.	Penndel Mental Health Center Langhorne, PA 19047	Approve contract for case management services related to Code Blue program. 1/1/16 – 6/30/16	\$10,700** (County 4.1%)
12. JUVENILE PROBATION	a.	Alternative Rehabilitation Communities Harrisburg, PA	Approve contract renewal to provide structured residential programs for juveniles. 7/1/15 – 6/30/16	\$265,000** (County 25%)
13. MH/DP	a.	Horsham Clinic Ambler, PA	Approve contract renewal for hospital inpatient services. 7/1/15 – 6/30/16	\$100,000** (County 4.1%)
	b.	Indian Creek Foundation, Inc. Souderton, PA	Approve contract increase to provide residential and pre-vocational services. 7/1/15 – 6/30/16	\$16,023** (County 0%)
	c.	Lenape Valley Foundation Doylestown, PA	Approve contract increase to provide mental health services. 7/1/15 – 6/30/16	\$51,965** (County 0%)

	d. Mental Health Association of Southeastern Pennsylvania Philadelphia, PA	Approve contract renewal to provide peer support services. 7/1/15 – 6/30/16	\$75,000** (County 4.1%)
	e. Penn Foundation, Inc. Sellersville, PA	Approve contract increase to provide mental health services. 7/1/15 – 6/30/16	\$20,335** (County 0%)
	f. SPIN, Inc. Philadelphia, PA	Approve contract to approve rates for waiver. 7/1/15 – 6/30/16	
	g. SPIN, Inc. Philadelphia, PA	Approve contract renewal to provide early intervention therapy services for children. 7/1/15 – 6/30/16	\$40,000** (County 10%)
14. NESHAMINY MANOR	a. Catherine A. Henry, DPM MA Warrington, PA	Approve contract to provide podiatry and audiology services for residents. 2/3/16 – 2/2/17	
	b. Allan Jaffe, DPM Richboro, PA	Approve contract to provide podiatry services for residents. 2/3/16 – 2/2/17	
15. PARKS & RECREATION	a. Commonwealth of Pennsylvania, Historical and Museum Commission Harrisburg, PA	Approve Keystone Preservation Grant extension for repairs at Stover-Myers Mill.	
16. RECORDS IMPROVEMENT COMMITTEE	a. Donald Brennan Associates, Inc. Southampton, PA	Approve contract to provide consulting services. 1/19/16 – 12/31/16	\$50,000** (County 0%)
17. OTHER CIVICS	Network of Victims Assistance (NOVA)	Approve payment.	\$14,000
	Palisades Community Chorus		\$800
	Run the Gates		\$1,200

\*Unit Cost/Estimated for operational purposes only      \*\* Unit Cost/Not to Exceed

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

MISCELLANEOUS

By roll call vote as follows, Chairman Loughery - aye, Commissioner Martin – aye, and Commissioner Marseglia – aye, and with the vote being 3-0, the following miscellaneous item was approved:

Approve Ordinance No. 150, authorizing and directing the incurrence of nonelectoral and electoral debt of the County of Bucks, Pennsylvania (the “County”), by the issuance of its General Obligation Bonds, Series of 2016, in an aggregate principal amount fifty-five million, two hundred fifty-five thousand and 00/100 dollars (\$55,255,000) (the “Bonds”) for the purposes of providing funds for and towards financing: The advance refunding of a portion of the County’s outstanding General Obligation Bonds, Series of 2008, the current refunding of a portion of the County’s outstanding General Obligation Bonds, Series of 2008, funding the costs of certain capital projects, including Open Space, the renovation and improvement of the County Administration building and rotunda, the renovation and improvement of the County’s former Family Court building, and miscellaneous capital projects, and paying costs, fees and expenses related to the issuance of the Bonds. Authorizing the refunding program; Authorizing the Bonds; Authorizing the approved officers of the County to execute the Bonds and to take other appropriate or necessary actions to carry out the purposes of the Ordinance.

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

Prior to the vote, Chairman Loughery mentioned that the contracts for the underwriters, bond counsel and underwriters’ council were approved in January. He then acknowledged the great work of everyone involved. \$55 million in bonds were sold and an \$11 million premium was captured, based on the current market rate and the County’s financial standing. Chairman Loughery noted that the County has saved over \$13 million in debt service through multiple refinancing efforts since December, 2013. He said the dollars will go towards refunding and refinancing, but a majority will go to building improvements, including the Administration Building and former Family Court.

Gordon Walker, Managing Director at the PFM Group, then introduced members of the financing team: Brad Remig from PFM; George Werner and Damien Palantino from Piper Jaffrey; Vince Magyar from Hill Wallack; and Hank Van Blunk from Eastburn and Gray. Mr. Walker provided some details on the bond financing, reiterating that the outcome of the bond issue is due to the strong current interest environment, the County's two "AAA" bond ratings from Moody's Investors Service and Standard & Poor's, and the bond's underwriting. He said the savings of \$2.5 million on this bond issue alone will be realized in this fiscal year.

Commissioner Martin noted that Mr. Walker has been the County's financial advisor for many years, and has done a wonderful job for the County financially. He thanked Mr. Walker and the rest of the bond issue team for their work.

In closing, Chairman Loughery echoed Commissioner Martin's sentiments, in addition to thanking Finance Director David Boscola and Chief Operating Officer Brian Hessenthaler. He noted work on the bond transaction began at the end of last year.

**BUDGET ADJUSTMENTS**

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the following Budget Adjustment was approved:

**2015 BUDGET ADJUSTMENTS  
Agenda Description  
February 3, 2016**

BUDGET ADJUSTMENT - Adjust operating budget to cover additional expenditures

<b>Adjustment</b>	<b>Department</b>	<b>Amount</b>
Adjustment #40	Treasurer	12,000
Adjustment #41	Sheriff	65,000
Adjustment #42	Law Library	2,200
	Court Reporters	9,600
	District Courts	(62,800)
	Youth Center	51,000
	Juvenile Placement (Revenue)	(51,000)
	General Fund	51,000
Adjustment #43	Corrections Admin	40,300
	WCCC	(17,500)
	BCCF	(63,600)
	BCCF (Revenue)	(14,800)
	MCCC	80,600
	MCCC (Revenue)	(25,000)
Adjustment #44	Neshaminy Manor	500,000
	Neshaminy Manor (Revenue)	(500,000)
Total Adjustment to General Fund Balance		77,000

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

**PERSONNEL**

Upon motion of Commissioner Martin, seconded by Commissioner Marseglia, with the vote being 3-0, the following Personnel Actions were approved:

**APPOINTMENTS**

	<b>NAME</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>DATE*</b>	<b>REMARKS</b>
1.	Matthew G. Alfano J.R. #2988	County Caseworker II Unit 04	Children & Youth 37.5 hrs/wk	02/22/16	22.97 PH

2.	Laura Cartagena J.R. #3055	County Caseworker II Unit 04	Children & Youth 37.5 hrs/wk	02/22/16	22.97 PH
3.	Lesley Petrilli J.R. #3042	HR Generalist Receptionist - PD Unit 00	Human Resources 30.0 hrs/wk	02/04/16	13.50 PH
4.	Annie F. Tiers J.R. #3065	Human Resources Intern Unit 00	Human Resources 24.0 hrs/wk	02/29/16	9.00 PH

**PER DIEM TO PERM**

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
5.	Scott F. Gill	Dispatcher Trainee - PD Unit 03 To Dispatcher I Unit 03	911 Emergency Response 30.0 hrs/wk To 911 Emergency Response 40.0 hrs/wk	02/06/16	13.79 PH  To 25.18 PH

**POSITION CHANGE**

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
6.	Doretta J. Lesesne J.R. #3040	Activities Assistant – PD Unit 03 To Activities Assistant – PD Unit 03	NM Activities 6.0 hrs/wk To NM Activities 20.0 hrs/wk	02/06/16	13.26 PH  To 13.26 PH
7.	Keishla M. Vazquez Quinones J.R. #2986	County Social Worker I Unit 04 To County Caseworker Supervisor Unit 84	Children & Youth 37.5 hrs/wk To Children & Youth 37.5 hrs/wk	02/04/16	23.92 PH  To 26.56 PH

**TRANSFER**

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
8.	Daniel G. Keller	Corrections Officer Unit 01 To Corrections Officer Unit 01	Main Jail 40.0 hrs/wk To MCCC 40.0 hrs/wk	02/06/16	26.08 PH  To 26.08 PH

**SALARY ADJUSTMENT**

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
9.	Catherine A. Barton	Adm Asst PW-Cnty Prop Dir Unit 00 To Adm Asst PW-Cnty Prop Dir Unit 00	General Services 40.0 hrs/wk To General Services 40.0 hrs/wk	02/06/16	20.47 PH  To 21.29 PH
10.	Jeryl Lee Degideo	Dir Emergency Health Services Unit 11 To Dir Emergency Health Services Unit 11	Emergency Medical Health 40.0 hrs/wk To Emergency Medical Health 40.0 hrs/wk	02/06/16	68,573.00 PA  To 71,073.00 PA
11.	Peter J. McElroy	Asset Manager Unit 00 To Asset Manager Unit 00	General Services 40.0 hrs/wk To General Services 40.0 hrs/wk	02/06/16	67,682.00 PA  To 70,389.00 PA
12.	Lisa J. Panzer	Business Manager Unit 00 To Business Manager Unit 00	General Services 40.0 hrs/wk To General Services 40.0 hrs/wk	02/06/16	68,979.00 PA  To 71,738.00 PA
13.	Sara E. Peranteau	ERP Analyst Unit 00 To ERP Analyst Unit 00	ERP 40.0 hrs/wk To ERP 40.0 hrs/wk	02/08/16	29.98 PA  To 32.38 PA
14.	Linda M. Scheiblein	Assistant to Dir of Security Unit 00 To Assistant to Dir of Security Unit 00	Security 40.0 hrs/wk To Security 40.0 hrs/wk	01/09/16	22.14 PH  To 24.06 PH
15.	Brittney L. Scott	Administrative Assistant Unit 00 To Administrative Assistant Unit 00	General Services 40.0 hrs/wk To General Services 40.0 hrs/wk	02/06/16	20.07 PH  To 21.29 PH

**SEPARATIONS**

	<b>NAME</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>DATE*</b>	<b>REMARKS</b>
16.	Surriya J. Gill	Nursing Assistant	NM Nursing Assistants	02/04/16	Separation
17.	Kenneth W. Hemingway	Grounds Level I	General Services	03/02/16	Separation
18.	Shirley LePosa	Nursing Assistant	NM Nursing Assistants	01/19/16	Separation
19.	Rachel A. Onate	LPN – Pool	NM Nursing Pool	01/25/16	Separation
20.	Krista M. Raj	County Caseworker II	Children & Youth	01/19/16	Separation
21.	June J. Spence	Nursing Assistant	NM Nursing Assistants	02/02/16	Separation
22.	Jeffrey A. Swartz	Roving Ranger	Park Rangers	01/17/16	Separation
23.	Catherine A. Walsh	Receptionist – PD	NM Business Office	01/29/16	Separation
24.	Marissa M. Williams	Contract Coordinator	Purchasing	01/29/16	Separation

Correction:

25. Brandon A. Rodgers                      Custodian to Engineer II                      Effective 01/25/16

\*Estimated Date    \*\*Never Started    \*\*\*Agreement    \*\*\*\*Reinstatement

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

BOARD APPOINTMENTS

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the following Appointments were approved:

Children and Youth Advisory Board

Randall Beck	Reappointment	Term expires 3/1/2019
Barbara Clark	New Appointment	Term expires 3/1/2019
Jack Jameson	Reappointment	Term expires 3/1/2019
Eugene Kellis, Esq.	Reappointment	Term expires 3/1/2019
Tammy Leimer	Reappointment	Term expires 3/1/2019
Stacey Mulholland	Reappointment	Term expires 3/1/2019
Maggie Snow, Esq.	Reappointment	Term expires 3/1/2019

EXECUTIVE REPORTS

**Brian Hessenthaler, Chief Operating Officer**, commended all of those involved in the bond transaction and for the great outcome. He hopes residents become aware of the results from today’s bond issue and the positive impact of the County’s “Triple-A” bond ratings.

Mr. Hessenthaler expressed his appreciation to those involved with the recent response to Winter Storm Jonas, including Emergency Services Director Scott Forster and the Emergency Management Agency, Operations Director Kevin Spencer and the General Services department, Security Director Christopher Daley and the Security department, and the Office of Public Information. Additionally, Hr. Hessenthaler announced that an emergency declaration was issued during the snowstorm. The County is attempting to possibly recoup some of the costs that were incurred, but certain thresholds need to be met. County officials have reached out to municipalities and authorities to have them submit their expenses from the blizzard.

Finally, Mr. Hessenthaler said Governor Wolf will deliver his 2016-2017 budget address on February 9, 2016, and noted that the State’s budget impasse now stands at 218 days.

**Lynn T. Bush, Chief Clerk**, reported that Consumer Protection Director Michael Bannon and his staff are clarifying the current IRS phone scams that have proliferated through media efforts.

Ms. Bush also discussed the Point-in-Time homeless count that was performed on January 27, 2016, which was organized by Housing and Community Development Director Roger Collins and his staff with assistance from Emergency Services Director Scott Forster and the Emergency Management Agency. The count identified 525 documented residents without permanent addresses, including 30 living outside shelters or transitional housing. Ms. Bush noted this was an eight percent increase from last year pending the final report for federal officials, which will be released in March.

Finally, Ms. Bush discussed electronic recycling, the role the County plays with its collection events, and the recent announcement that Best Buy stores will no longer accept old televisions. She referred to a State law that was passed in 2010 that called for the safe disposal of electronic waste, and the provision that states manufacturers have to accept in weight what they sold two years prior. Best Buy has reached its threshold, and this revelation has gotten attention of legislators.

COMMISSIONER COMMENTS

Commissioner Martin noted that Betty Strecker of the Bucks County Civil War Roundtable was in the audience. He thanked Ms. Strecker for her time in the effort to transfer funds for the maintenance of the World War II Memorial, and assured her the County will continue to look after the memorial. He also thanked Solicitor Michael Klimpl for his assistance in this matter.

Commissioner Martin also commented on a recent editorial in the local newspaper that discussed the County’s prison.

Chairman Loughery echoed Mr. Hessenthaler’s comments about the response to the snowstorm, thanking Mr. Forster and the Emergency Services division for their work during the snowstorm and commending the General Service staff’s efforts to remove the large quantities of snow before the County’s offices and facilities reopened.

Chairman Loughery also noted that he was sworn-in as Commissioner on this same day five years ago.

PUBLIC COMMENT

Recorder of Deeds Joseph Szafran informed the Commissioners that the Bucks County Honor Flight program will now be known as Bucks County Tour of Honor, and has been incorporated as a non-profit organization. The next trip is scheduled for September 26, 2016. Mr. Szafran then presented the Commissioners with commemorative plaques from the 2015 trip.

ANNOUNCEMENTS

The next public meeting of the Bucks County Board of Commissioners will be held on Wednesday, February 17, 2016, at 10:00 a.m. in the Commissioners’ Meeting Room of the Bucks County Administration Building.

ADJOURNMENT

Chairman Loughery adjourned the meeting at 10:55 a.m.

Approved: February 17, 2016

BUCKS COUNTY COMMISSIONERS

BY:

\_\_\_\_\_  
Robert G. Loughery  
*Chairman*

\_\_\_\_\_  
Charles H. Martin  
*Commissioner*

\_\_\_\_\_  
Diane M. Ellis-Marseglia  
*Commissioner*

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Lynn T. Bush, *Chief Clerk*