

BUCKS COUNTY CONSORTIUM

Thursday, September 6, 2018

Meeting Minutes

1. Call to Order:

A meeting of the Bucks County Consortium was held at 9:00 a.m. at the Warrington Township Administration building, on September 6, 2018, and called to order by Consortium President Sandra Zadell.

2. Roll Call, Introductions and Community Updates:

The following Bucks County communities were represented at the meeting:

Colette Hering, BCWSA
Sandra Zadell, Chalfont Borough
Caroline Brinker, Doylestown Borough
Stephanie Mason, Doylestown Township
Andrea Suotin, Doylestown Township
Kurt Ferguson, Lower Makefield Township
John McMEnamin, Lower Southampton Township
Joseph Galdo, Lower Southampton Township
Mike Walsh, New Britain Township
EJ Lee, New Hope Borough
Christina Szabo, New Hope Borough
Bob Pelligrino, Northampton Township
Bill Wert, Northampton Township
Paul Stepanoff, Richland Township
Joseph Golden, Upper Southampton Township
Joseph Golden, Warminster Township
Gregg Schuster, Warminster Township
Amanda Zimmerman, Warminster Township
Timothy Hagey, Warminster Municipal Authority
Barry Lubber, Warrington Township
Christian Jones, Warrington Township
Kyle Seckinger, Warwick Township
Ashley Casey, Warwick Township

Sponsors:

Dave Jones, Boucher & James, Inc
Bob Solarz, Delaware Valley Insurance Trust
Carol Bigham, Delaware Valley Insurance Trust
Chris Tomlinson, InR
Steve Noll, TMA
David Ohman, Uninvest
Rod Hawthorne, Uninvest
Michael Davidson, Uninvest

3. Presentations:

Delaware Valley Trust presentation by HealthAdvocate EAP Training: *Respect & Harassment Awareness for Managers*.
Carol Bigham from Delaware Valley Trust introduced the presenter Matt Verdecchia.

Mr. Verdecchia gave a brief overview of a respectful & harassment free environment. Mr. Verdecchia discussed the following presentation slides:

- Goals & objects: *how to identify, stop, and prevent harassment*
- The Interpersonal “Stew”: *workplaces have collective emotional atmospheres. Each of us puts ingredients into this stew through our actions*
- Being thin or thick skinned: *thin – sensitive & thick: non-sensitive*
- Why victims do not speak out: *fear of loss of job, rejection of coworkers, etc.*
- Harassment History and The Law: *Quid Pro Quo*
- Motive: *power, control, and bullying*
- Liability Rests with Management: *An employer is generally responsible for its acts and those of its agents and supervisory employees with respect to harassment regardless of whether the specific act complained of was authorized or even forbidden by the employer, and often regardless of whether the employer knew or should have known of its occurrence.*
- Management Responsibility: *inform their organization about this policy, properly investigate claimed violations, give careful consideration to be confidentially of the information, etc.*
- Top mistakes managers make: *trying to resolve complaints personally, ignoring a complaint, not taking it seriously, not taking action*
- Manager’s role in promoting respect: *be self-aware, include & value, be oversensitive, be fair, & advocate*
- Important facts about harassment awareness: *men can harass men; women can harass women, harassment does not have to be directed at a particular individual, offenders can be supervisors, harassment does not have to be intentional, what is offensive in the “eye of the beholder”*
- Definition: *Harassment depends on how the person being harassed is affected, not on the harasser’s intent*
- What constitutes harassment: *person states it is unwelcomed, person is made aware it is unwelcomed, behavior continues, most one-time incidents do not constitute harassment with the exception of physical touching*
- The term harassment includes, but is not limited to: *verbal, non-verbal, physical, written*
- Examples of disrespect: *insensitive jokes or horseplay, malicious gossip, verbal or non-verbal threats or intimidation, the unwelcome use of profanity*

Mr. Verdecchia discussed the following areas of harassment & provided examples and scenarios: common excuses for disrespect, questions to ask yourself, check your behavior, confronting disrespect.

- Expectations: *be a good role model, examine your own behavior, be open and available to discuss concerns, remain alert to disrespectful and excluding behavior, if it occurs confront early, act promptly*

4. Treasurer's Report and Payment of Bills:

Upon motion by Stephanie Mason, seconded by Bob Pelligrino, the Treasurer's Report for June through August 2018 was unanimously approved.

5. Approval of Minutes:

Upon motion by Stephanie Mason, seconded by Caroline Brinker, the June 7, 2018 meeting minutes were unanimously approved.

6. Other Business:

- Sign Bid - 10% Tariff – The members discussed the new 10% tariff imposed on the consortium sign bid. Ms. Zadell and Mr. Pelligrino discussed how the new tariff will affect our contracts.
- Verizon Franchise Negotiations Update-
 - Mr. Wert confirmed that the negotiations are currently in the red line phase. Mr. Werth expressed that feedback is being requested. Once the red line phase is complete, the draft will then go back to Verizon. Mr. Wert will resend the draft to all members as it seemed that many did not receive it.
- Carol Bigham, Delaware Valley Trust announced that DVIT is now offering the following training: Penn State Abington – Suicide Prevention Training. Contact Ms. Bigham for further information.
- John McMEnamin, Lower Southampton Township announced his retirement as of September 21st. The members congratulated Mr. McMEnamin.
- Ms. Zadell welcomed EJ Lee newly appointed Borough Manager at New Hope Borough and congratulated Kurt Ferguson on his appointment to Township Manager at Lower Makefield Township..
- Kyle Seckinger questioned whether any members had updates regarding the Central Bucks SRO Program.
 - Mr. Luber provided some feedback regarding Warrington Township's SRO Program.
 - Mr. Ferguson also provided feedback from Lower Makefield/Pennsbury School District and their SRO Program.

7. Upcoming Events:

Ms. Zadell made an announcement of the following upcoming dates:

BC Consortium Luncheon- November 1st

- Doylestown Country Club
- Registration fee is \$25.00, and the registration deadline is October 22nd

Bucks/Montco Consortium Holiday Party: December 7th

- Joseph Ambler Inn

8. Adjournment: The meeting was adjourned at 10:46 AM.

The next meeting is scheduled for 9:00 AM on October 4, 2018, at Middletown Township.

Respectfully Submitted,

Ashley Thompson Casey
Consortium Coordinator