



MONROE COUNTY BOARD OF COMMISSIONERS  
March 18, 2026

The regular meeting of the Monroe County Board of Commissioners was held on Wednesday, March 18, 2026, in the Commissioners' Public Meeting Room at the Monroe County Administrative Center with the following present: Chairman John D. Christy, Vice-Chairman David C. Parker, Commissioner Sharon S. Laverdure, Solicitor Todd W. Weitzmann, Chief Clerk/Administrator Robert J. Gress and Administrative Secretary Cindy Cook.

Chairman Christy opened the meeting at 9:30 a.m. with a moment of silence followed by the pledge of allegiance to the flag.

Dr. David Ruth, President, Northampton Community College, stated he was here to address the rumors circulating that the Pocono Campus of Northampton Community College is closing. Dr. Ruth stated although the campus is facing some challenges there are no plans to close the campus. Dr. Ruth noted that in-person enrollment has decreased but online enrollment has increased by double numbers. The campus is revamping their strategy to include working to bolster, create or enhance support services for all students. The college will also focus on the core programs, work to establish partnerships with major corporations in the area and the school districts to focus on dual enrollment and technical education. Dr. Precie Schroyer, Executive Dean, Pocono Campus did note a right sizing and shifting of staff was also completed as part of the revamping strategy. Dr. Ruth reiterated the Pocono Campus is not closing and stated this is a pivotal moment where they must respond to the student demands to offer other options to traditional learning.

Chairman Christy spoke about the 2008 bubble in which the financial crisis caused a downturn of people having children which has currently caused a slowdown of students going on to higher education.

There was no public comment on agenda items.

Chairman Christy recessed the regular meeting at 9:40 a.m. and opened an Assessment Board meeting for corrections to the duplicate.

**M-2026-77** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the corrections to the duplicate as follows, as requested by Deborah Storman, Chief Assessor.

Additions -	\$0
Subtractions-	<u>\$424,100.00</u>
Total-	(\$424,100.00)

Chairman Christy closed the Assessment Board meeting at 9:42 a.m. and continued with the regular meeting.

**M-2026-78** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the minutes of March 4, 2026, Commissioners' Meeting.

**M-2026-79** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to amend Motion 2026-8 dated 01/07/2026 to reflect the additional eight (8) hours every other week of case management services by a case specialist from Carbon-Monroe-Pike Drug and Alcohol Commission to take place at the Monroe County Public Defender's office instead of the Monroe County Pre-Trial Services office.

**M-2026-80** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to ratify receipt of Request for Proposals for Continuity of Operations Plan (COOP) opened on March 12, 2026:

Chloeta Holdings, LLC    \$55,913.04    10% cashier's check (one bid received)

**M-2026-81** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to present the following certificate of special recognition and proclamation:

Rose Krezel – Eagle Scout  
Colon Cancer Awareness Month/CASUAL Day

**Proclamation**

**WHEREAS**, colon and rectal cancers are the fourth most common cancers and second leading cause of cancer deaths in Northeast Pennsylvania; and

**WHEREAS**, incidence and mortality rates above the U.S average, 8% and 17% higher respectively; and

**WHEREAS**, about 75% of new cases of colon and rectal cancer occur in patients of average risk; and

**WHEREAS**, approximately 500 new cases are diagnosed, and about 200 patients die from colon cancer each year in the counties of Lackawanna, Luzerne, Monroe, Pike, Susquehanna, Wayne, and Wyoming combined; and

**WHEREAS**, the Northeast Regional Cancer Institute has been easing the burden of cancer in Northeastern Pennsylvania for 35 years through community and patient services, hospital and practice support services, and cancer surveillance programs specifically designed to meet the unique needs of our region; and

**WHEREAS**, on Thursday, March 26, 2026, the Northeast Regional Cancer Institute will sponsor the 23<sup>rd</sup> annual CASUAL (Colon Cancer Awareness Saves Unlimited Adult Lives) Day to increase colon cancer awareness throughout Northeastern Pennsylvania; and

**WHEREAS**, CASUAL Day was established by the family of Helen Phillips, who fought a courageous battle against colon cancer and died in the summer of 2002.

**NOW, THEREFORE**, We, the Board of Commissioners of the County of Monroe do hereby urge residents of Monroe County and all of Northeastern Pennsylvania to be screened for early detection of colon cancer, participate and support the Northeast Regional Cancer Institute in its colon cancer awareness efforts, and designate the month of March as Colon Cancer Awareness Month and March 26, 2026, as CASUAL Day in Monroe County.

**End of Proclamation**

Commissioner Laverdure read the Colon Cancer Awareness Month/CASUAL Day proclamation.

**M-2026-82** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve the actions listed below:

- a) Personnel Agenda:

FIRST NAME	DEPARTMENT:	POSITION:	STEP:	DATE:	REASON:
<b>NEW HIRES:</b>					
Craig, Robert	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Davila, Luis	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
DeSimone, Carl	Correctional Facility	1 Tradesworker I- PT- TEMP	1	3/23/26	Rehire/Replacement
Hamilton, Craig	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Hoelzle, Peter	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Karaman, Tristan	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Medina, Natalie	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
O'Dea, Shawn	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Ordonez, Janus	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
Ryan, Charlayna	Correctional Facility	CO	N/A	3/16/26	Rehire/Replacement
Williams, Fayon	Correctional Facility	CO	N/A	3/16/26	New Hire/Replacement
O'Leary, Shane	Planning	6 Vector Control Technician- Temp	1	4/27/26	New Hire/Replacement
Howard, Richard	Sheriff	8 Deputy Sheriff	3	3/30/26	New Hire/Replacement
<b>SEPARATIONS:</b>					
Johnson, Jasmine	C&Y	35 Casw II	N/A	3/19/26	Resigned
Robson, Lance	C&Y	35 Casw II	N/A	3/9/26	Resigned
Nielsen, Katrina	Courts	16 Court Recorder & Transcriptionist	N/A	3/20/26	Resigned
Benoit, Patricia	District Attorney	5 Legal Secretary	7	3/20/26	Retired
Pomales, Simone	Public Defender	5 Legal Secretary	3	3/13/26	Resigned
<b>CHANGES:</b>					
Clement-St Louis, Michelle	Aging	35 Care Manager 2	N/A	3/5-8/29/26	Extend Intermittent LOA
Rinker, Steven	Assessment	13 GIS Coordinator/Manager*	10	3/9/26	Early RTW
Rivera, Crystal	C&Y	13 Program Manager II*	7	3/23/26	Regrade/Promotion
Rogers, Diane	C&Y	13 Program Manager II*	10	1/29-6/5/26	Intermittent LOA
Salter, Virginia	C&Y	5 Non-Court Armed Peace Officer	4	2/25/26	Probation Complete
Cook, Cynthia	Commissioners	6 BOC Administrative Secretary	10	3/23/26	Regrade
Abdul-Khaleeq, El-Amin	Correctional Facility	CO II	N/A	3/3/26	RTW Full Duty
Frank, Kristijan	Correctional Facility	CO II	N/A	2/21-3/26/26	Extend LOA
Kofler, Silvia	Correctional Facility	CO II	N/A	3/4-3/17/26	Extend LOA
Pavolick, Tami	Correctional Facility	CO II	N/A	2/6-8/5/26	Intermittent LOA
Pavolick, Tami	Correctional Facility	CO II	N/A	3/10-9/8/26	Intermittent LOA
Ruddy, Eugene	Correctional Facility	19 Warden	2	3/2/26	Probation Complete
Schiller, Blake	Correctional Facility	13 Lieutenant*	7	3/19-3/22/26	Correct Dates- LOA
Spikes, Donnell	Correctional Facility	10 Sergeant	1	3/28-3/31/26	Correct Dates- LOA
Vazquez, Blase	Correctional Facility	CO	N/A	3/21-3/22/26	Correct Dates- LOA
Wise, James	Correctional Facility	CO II	N/A	3/3/26-4/18/26	Extend LOA
Luces, Maiya	District Justices	7 Technician	N/A	3/23/26	Lateral Transfer
Peatross, Bertha	District Justices	7 Technician Floater	N/A	3/22/26	Probation Complete
Whitnum, Sheryl	District Justices	7 Technician	N/A	2/25/26	Probation Complete
Kerrick, Ashley	Fiscal	11 Grants Manager*	3	3/8/26	Probation Complete
Alvarado Marin, Scarlet	Maintenance	1 Tradesworker I	1	3/2/26	Probation Complete
Zeigler, Noah	Probation-Adult	16 Probation Officer Trainee	N/A	3/2/26	Probation Complete
Leary, Jennifer	Public Defender	4 Application Intake Analyst	3	3/23/26	Lateral Transfer
Tessitore, Tiana	Register & Recorder	4 Deputy	1	3/10/26	Probation Complete
Batiste, Ezekiel	Sheriff	4 Armed Bailiff	1	2/25-3/2/26	LOA
Gallo, Brianne	Victim Witness	6 Direct Service Advocate	1	3/29/26	Probation Complete
<b>MISCELLANEOUS:</b>					
Adopt revised JD from Archer for the BOC Administrative Secretary position					
Approve request from the Chief Clerk, Bob Gress to carryover 24 hours of unused 2025 vacation until May 2, 2026					
Approve the request from C&Y Director Adelaide Grace to replace 1 Grade 12 Program Manager 1 position with a Grade 13 Program Manager 2 position effective 3/23/26					

- b) Approve/Ratify Requests to work additional hours:
  - i) Sheriff's Office Overtime Report for pay period ending 03/08/2026
    - (1) Deputies – 44.75 hours
    - (2) Security – 50 hours
    - (3) Clerks – 15.50 hours

**M-2026-83** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve/ratify the actions listed below:

- a) Vouchers Payable:
  - i) Dated 03/06/2026 in the amount of \$475,534.09
  - ii) Dated 03/13/2026 in the amount of \$2,206,774.50
- b) Gross Payroll:
  - i) For pay period ending 03/08/2026 in the amount of \$1,539,444.09
- c) Healthcare Benefits Payments:
  - i) Highmark Blue Cross/Blue Shield:
    - (1) Dated 03/05/2026 in the amount of \$121,369.96
    - (2) Dated 03/10/2026 in the amount of \$67,076.16
  - ii) Geisinger:
    - (1) Dated 03/09/2026 in the amount of \$104,323.14
  - iii) Dental Claims:
    - (1) Dated 03/10/2026 in the amount of \$5,658.87
    - (2) Dated 03/13/2026 in the amount of \$6,298.70
  - iv) Flexible Spending Account:
    - (1) Dated 03/06/2026 in the amount of \$5,584.42

- (2) Dated 03/13/2026 in the amount of \$2,214.73
- (3) Dated 03/16/2026 in the amount of \$203.50

**M-2026-84** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to approve/ratify the Travel Requests for the following: Aging, Children and Youth, Controller, Prothonotary/Clerk of Courts, and Public Defender.

**M-2026-85** Motion by Vice-Chairman Parker, seconded by Commissioner Laverdure and carried to acknowledge receipt of the Fiscal Year 2024-2025 Financial Audit Report as requested by Carbon-Monroe-Pike Drug and Alcohol Commission.

**M-2026-86** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by Children and Youth Services:

- a) Approve Amended Adoption Assistance Agreements:
  - i) L.H.
  - ii) Z.H.
  - iii) B.H.
- b) Execute Purchase of Service agreement with Fostering Success: Boys to Men for the period July 1, 2025, through June 30, 2026, with a contract limit of \$200,000.00 to provide group homes
- c) Execute Contract for Professional Services with MHY Family Services for the period July 1, 2025, through June 30, 2026 with a contract limit of \$140,000.00 to provide multisystemic therapy.
- d) Execute Amendment to existing Service Agreement with BI Inc. to extend current contract to 12/07/2026 with no changes to rates or services

Nicholas Testaccio and Theresa Pesce requested more information about the service agreements, Chairman Christy and Chief Clerk Gress provided clarification.

**M-2026-87** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below:

- a) Ratify the Budget Adjustment Report dated 03/18/2026 totaling \$9,192.00
- b) Approve the Budget Adjustment Report dated 03/18/2026 totaling \$215,611.00
- c) Ratify the following Opioid Grants from the Opioid Settlement Funds consistent with the uses allowed under the Opioid Settlement Agreement, Exhibit E:
  - i) Guardian Angel Recovery House, a Memorandum of Understanding and Agreement in the amount of \$10,000.00
- d) Approve request from Pocono Area Transitional Housing (PATH) to use Courthouse Square on May 3, 2026, from 11:00 a.m. to 4:00 p.m. to hold the Karen Nickels Memorial PATH walk (contingent upon receipt of hold harmless agreement and certificate of insurance)
- e) Approve request from Pocono Interfaith Council to use Courthouse Square on May 7, 2026, from 5:30 p.m. to 7:00 p.m. to hold an Interfaith Prayer Celebration in honor of National Day of Prayer (all necessary documentation received)
- f) Acknowledge receipt of the Single Audit Report for the period ending 12/31/2024 as prepared by Zelenkofske Axelrod, LLC
- g) Defer action on awarding the RFP for Continuity of Operations Plan (COOP) until April 1, 2026, Commissioner meeting
- h) Add the following Vendors to the County List of Approved Vendors:
  - i) Grants:
    - (1) Choosing Integrity
  - ii) Aging:
    - (1) Candacy Anthony
  - iii) Commissioners:
    - (1) Read & Associates, LLC

**M-2026-88** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve submittal of the 2025 County Annual Hazmat Report to Pennsylvania Emergency Management Agency as requested by the Office of Emergency Management.

**M-2026-89** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the actions listed below as requested by the Fiscal/Grants department:

- a) Ratify authorization for the Grants Manager, Ashley Kerrick to electronically submit the FY27 Community Project Funding Preliminary Request – Monroe County Goose Pond Dam Rehabilitation Project for the period 10/01/2027 through 09/30/2028 in the amount of \$2,800,000.00
- b) Authorize Fiscal Director, Jennifer Barclay and Chief Clerk/Administrator Robert Gress to electronically sign the LSA Statewide Monroe County OEM Training Facility Contract for the grant period 12/18/2025 through 06/30/2028 in the amount of \$99,093.00
- c) Execute the FY 2024 Continuum of Care Grant-Rapid Rehousing Sub-Recipient Contracts for the grant period 01/01/2026 through 12/31/2026 in the amount of \$84,554.00 as indicated below:

Rapid Rehousing	Pocono Area	Supportive Services-Case	\$54,554.00
	Transitional Housing	Management	
Supportive Services	Pocono Mountains	Supportive Services	<u>\$30,000.00</u>
	United Way		
		<b>Total</b>	<b>\$84,554.00</b>

**M-2026-90** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the submittal of a revision to the CDBG 2022 Contract # C000086351 program on behalf of East Stroudsburg Borough decreasing East Broad Street (57562) to \$33,067.35 and increasing Maple Ave. & Berwick Heights (58801) to \$108,791.65 total grant remains at \$141,859.00 as requested by the Redevelopment Authority.

**M-2026-91** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the Capital Purchases Report dated 03/18/2026 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ -</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
Correctional Facility	101.4232.5522.0000	Minor Equipment	1	Pallet Truck	Uline - Lowest Quote	\$ 1,407.77
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ 1,407.77</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ -</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 1,407.77</b>

**M-2026-92** Motion by Commissioner Laverdure, seconded by Vice-Chairman Parker and carried to approve the Computer Capital Purchases Report dated 03/18/2026 as follows:

DEPARTMENT	ACCOUNT #	ACCOUNT DESCRIPTION	QTY	ITEM	Vendor	AMOUNT
<b>APPROVED CAPITAL:</b>						
Dept Of Information System	101.4172.9575.4194	District Attorney	1	Computer workstation	Dell - State Contract	\$ 1,754.83
	101.4172.9575.4152	Public Defender	1	Computer workstation	Dell - State Contract	1,743.30
<b>TOTAL APPROVED CAPITAL</b>						<b>\$ 3,498.13</b>
<b>REQUESTS WITH TRANSFER: (see Budget Adjustment Report)</b>						
<b>TOTAL REQUESTS W/TRANSFER</b>						<b>\$ -</b>
<b>GRANT FUNDED &amp; OTHER:</b>						
<b>TOTAL GRANT FUNDED &amp; OTHER</b>						<b>\$ -</b>
<b>TOTAL CAPITAL REQUESTS</b>						<b>\$ 3,498.13</b>

Vice-Chairman Parker announced Monroe County's one hundred and ninetieth (190th) birthday will be celebrated on April 1, 2026, with a Founder's Day celebration. The day will begin at 10:00 a.m. with a historical presentation by Kim Williams, railroad historian titled "A Ride through Monroe County on the DL&W". County department representatives, food trucks, music and birthday cake will be available from 11:00 a.m. until 1:30 p.m. in Courthouse Square.

Commissioner Laverdure reminded everyone about Community Night which will be held at Northampton Community College – Pocono Campus on May 5, 2026, from 5:00 p.m. to 8:00 p.m. Commissioner Laverdure stated over seventy (70) community organizations have secured table space for the event.

Nicholas Testaccio commented on his concerns with the emergency management plan and requested the Commissioners look into allowing individuals with the necessary skills to help during an emergency.

Theresa Pesce asked what services the new vendors on this meeting agenda are providing.

Chief Clerk Gress and Ashley Kerrick, Grants Manager answered Ms. Pesce's questions.

Further discussion took place concerning Mr. Testaccio's concerns and Vice-Chairman Parker stated organizations such as The Salvation Army, Red Cross and the volunteer fire companies are always looking for volunteers.

The meeting was adjourned at 10:00 a.m.

---

Robert J. Gress, Chief Clerk/Administrator

**M-2026-77 through M-2026-92**