

Luzerne County Home Rule Transition

Frequently Asked Questions (FAQ) 6/08/11

In order to communicate the progress of the Home Rule Transition to the Citizens, Vendors, Agencies & Employees of Luzerne County, the Luzerne County Home Rule Transition Committee offers the following Frequently Asked Questions (FAQ). This is our best effort at explaining key transition issues as of the date issued. These FAQ will be added to, and / or changed as they progress with the transition process toward Luzerne County Home Rule in January 2012.

Questions? Please send all questions, concerns, or thoughts on transitional issues to homerule@luzernecounty.org . Your input is greatly valued and necessary!

Q1 **Authorities, Boards & Commissions (AB&C)** – Will existing Authorities, Boards & Commissions continue into Home Rule?

A1 All Authorities, Boards & Commissions will continue AS IS into Home Rule, with the following exceptions: Under the Home Rule Charter the following have been abolished:

- **Prison Board**
- **Salary Board**

Under the Home Rule Charter the following structure and method of appointing representatives has changed:

- **Board of Elections & Registration** (Shall consist of five registered voters, four of whom shall be appointed by resolution of County Council adopted by an affirmative vote of at least a majority of its current members. These Board of Elections & Registration members shall appoint the fifth member by an affirmative vote of at least a majority of their current members.)
- **Board of Tax Assessment Appeals** (Shall consist of three registered voters of Luzerne County who shall be appointed by resolution of County Council adopted by an affirmative vote of at least a majority of its current members)
- **Retirement Board** (Shall be restructured and composed of five members: the County Manager, the head of the County Division of Budget and Financial Services or its successor, the Chair of County Council or his/her designee from among Council's other members, a member of County Council selected by resolution adopted by an affirmative vote of at least a majority of its current members, and one member of the County retirement system selected by a vote of the members of the retirement system)
- **Joint Airport Board** (Luzerne County's representatives shall consist of the County Manager, the Chair of County Council or his/her designee from among Council's other members, and a member of the County Council selected by resolution adopted by an affirmative vote of at least a majority of its current members)

Q2 **Authorities, Boards & Commissions (AB&C) Membership** – If I am an existing Luzerne County appointed member of an AB&C will I continue in that role?

A2 Any duly appointed member of a Luzerne County AB&C whose term transcends 1/2/12 will remain a sitting member of that AB&C until their term expires, or they no longer meet the existing criteria for membership, with the exception of the:

- Prison Board
- Salary Board
- Board of Elections & Registration
- Board of Tax Assessment Appeals
- Retirement Board
- Joint Airport Board

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Q3 **Luzerne County Employee Status** – As a Luzerne County employee, what is the status of my job upon initiation of Home Rule on 1/2/12?

A3 Most Luzerne County Employees will maintain their positions into Home Rule with the following exceptions: Under the Home Rule Charter the positions of the following current office holders will be eliminated:

- Clerk of Courts
- County Commissioners
- Jury Commissioners
- Prothonotary
- Recorder of Deeds
- Register of Wills
- Sheriff
- Treasurer

Q4 **Union Contracts** – What is the status of the current Luzerne County Bargaining Agreements upon Home Rule implementation on 1/2/12?

A4 All Luzerne County Bargaining Agreements whose terms transcend 1/2/12 will remain valid and in place, within the conditions and terms of those agreements and/or the law.

Q5 **County Organizational Structure** – How have Luzerne County’s organizational operations changed, and what Division / Department will I report to upon Home Rule implementation 1/2/12?

A5 A formal County Organizational Chart is being refined by the Transition Committee for inclusion into the proposed Luzerne County Administrative Code. The following is a brief summary of the current Transition Committee DRAFT organizational structure. *(Please keep in mind that this information is subject to final approval of the Organizational Chart by the Transition Committee and, subsequently, the new County Council, & funding inclusion in the 2012 Budget):*

1. **Judiciary** – same
2. **District Attorney**- same
3. **Controller**- Audit function remains. Some other functions have been combined in Budget & Financial Services Division
4. **County Council** - new
5. **County Manager** – new
6. **Administrative Services Division**
 - a. Personnel System
 - b. Purchasing & Acquisition
 - c. Information Technology
 - d. Registration of Voters
 - e. Licenses & Permits
 - f. Maintenance of Records
 - g. Grant Writing
 - h. Community Development
 - i. Tourist Promotion
7. **Budget & Financial Services Division**
 - a. Financial Administration
 - b. Budgeting
 - c. Accounting
 - d. Financial Management Services
 - e. Assessment
8. **Correctional Services Division**
 - a. Operation of Prison
 - b. Juvenile Detention
9. **Human Services Division**
 - a. Adult Care & Welfare
 - b. Child Care & Welfare
 - c. Drug & Alcohol
 - d. MH/MR
 - e. Veterans Affairs
 - f. Transportation
10. **Judicial Services/Records Division**
 - a. Services by Clerk of Courts
 - b. Services by Coroner
 - c. Services by Prothonotary
 - d. Services by Recorder of Deeds
 - e. Services by Register of Wills
 - f. Services by Sheriff
11. **Operational Services Division**
 - a. Engineering
 - b. Roads & Bridges
 - c. Parks & Recreation
 - d. Solid Waste/Recycling
 - e. Environmental Projects

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- f. Planning & Zoning
- g. Emergency Management Administration (EMA)
- h. Emergency Communications
- i. Security
- j. Geographic Information System (GIS)

12. Public Defender Division – same

13. Solicitor / Law Division - All legal operations and employees will be consolidated under this Division, with the following exceptions:

- a. Judicial
- b. District Attorney
- c. Public Defender

Q6 **Existing Contracts, Debt, & Obligations** - What is the status of existing Luzerne County Contracts, Debt & other Obligations upon Home Rule implementation on 1/2/12?

A6 All Luzerne County Contracts, Debt, & Obligations that legally exist 12/31/11 will remain valid and in place unless specifically acted upon by the new Home Rule Government, within the conditions of those agreements and/or the law.

Q6

A6

Q7

A7