



COUNTY COMMISSIONERS
Association of Pennsylvania

THE **VOICE** OF PENNSYLVANIA COUNTIES



**MEMBERSHIP
SERVICES**



DELIVERS

The County Commissioners Association of Pennsylvania (CCAP), founded in 1886, is a statewide, nonprofit, bipartisan association representing county commissioners, their equivalents in home rule counties, council members, county executives, administrators, chief clerks and solicitors of Pennsylvania's 67 counties.

CCAP is the voice of county government in Pennsylvania. It is our brand, the role we have proudly played since the first group of commissioners formally convened in 1886. While 19th century county government was vastly different from that of the 21st century, the underlying purpose resonates through to today: Counties, in their crucial role in delivery of local government services, must have a means to air problems, share solutions, develop policy and collaborate on advocacy.

In its early years, in a historical setting of limited services and of a part-time legislature, the Association met for a yearly conference, and then sent a delegation to the Legislature's biennial sessions to communicate the county viewpoint. Many topics of the early conference agendas would ring true today – budget appropriations, management of the county home, records management, bridges, jails and sheriff powers.

But the role of CCAP changed markedly in the latter half of the 20th century, corresponding to the growth in county government and its increasingly diverse needs. At the dawn of that century, counties were exclusively the agents of the state, maintaining

court records, funding and housing the lower judiciary, operating jails, conducting elections, and possessing nominal infrastructure. Beginning with the Great Depression and escalating through the Great Society of the 1960s, counties' human services role grew exponentially. What had originally been a threshold indigent support system of the county home and the county poor farm expanded to include wide-ranging programs for mental health, children and youth, intellectual disabilities, services for older adults, behavioral health, and related services, coupled with commensurate growth in budgets and governmental structure.

By coincidence, at the same time, Pennsylvania's 1968 constitutional convention generated sweeping changes in the functions of the judiciary, the legislature and local government. Association leadership at the time (until a 1990's bylaws change, it was the Pennsylvania State Association of County Commissioners) correctly foresaw the combined effect of the changing relationships and the much-higher fiscal and administrative stakes, and so in 1969 hired its first part-time staff in order to maintain a year-round presence in Harrisburg.

Still, expansion of traditional Association services proved insufficient to meet counties' needs, a point made emphatically with the collapse of the insurance markets in the 1980s and the fast-paced evolution of technology in the 1990s. Those dynamics marked the most fundamental and significant change CCAP leadership brought to the Association's mission, expanding it to encompass, quite simply, anything the Association could undertake to support counties in meeting all of their responsibilities to their constituents.

The result is today's CCAP, which is uniquely positioned to give Pennsylvania county governments the tools and support necessary to be the leaders in 21st century service delivery.



REPRESENTS



CCAP represents its member counties with a strong, unified and representative voice for county government. CCAP keeps its members connected and benefits county governments by providing timely and accurate information about legislative matters, actively engaging grass roots lobbying efforts and advocating for policy decisions in the state legislature and agencies that will positively impact county residents.

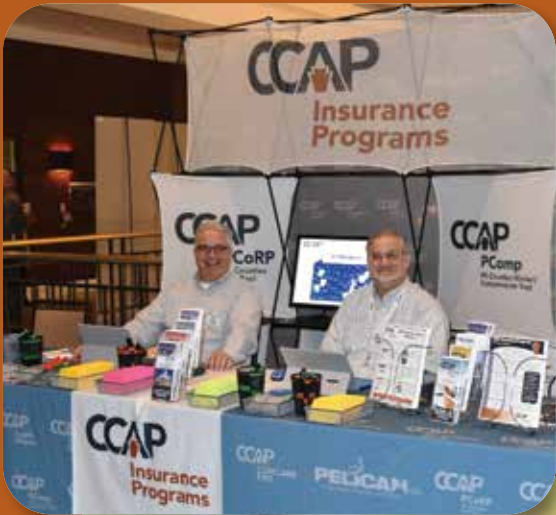
The Association serves to strengthen Pennsylvania counties' ability to govern their own affairs and improve the well-being and quality of life of their constituents. CCAP's legislative and regulatory policies promote flexibility and autonomy for county government. To this end, the Association effects the achievement of favorable state and federal legislation, programs and policies, and provides county leaders with information and guidance that help create and maintain crucial services for residents throughout the state. The Association strives to educate and inform the public, administrative, legislative and regulatory bodies, decision makers, and the media about county government.

Each year, the CCAP policy committees consider a wide variety of issues related to the responsibilities of county government. Association legislative and regulatory policy is based on resolutions adopted by the membership each year and expressed in the Pennsylvania County Platform. The Platform and legislative priorities established by the Association provide direction to CCAP's professional legislative staff as they educate and lobby Administration, General Assembly and Congressional leaders.

Administrative and program objectives are based on a strategic action plan. Responsibilities for developing and pursuing strategies for their implementation falls to the Board of Directors, member committees and staff, with grassroots assistance by members.

CCAP

SAVES



CCAP helps counties make the most of their limited revenue and resources to serve citizens more effectively. CCAP offers opportunities to save counties money by providing access to information and resources to operate more efficiently, to pool resources, and to participate in national and state programs. CCAP also provides contact with vendors who want to do business with Pennsylvania counties. Many of these vendors graciously provide annual support to CCAP through membership and sponsorship dollars that are used to keep costs down for educational events.



CCAP's Insurance Programs were created by counties, for counties. Starting in 1980 with the CCAP UC Trust, counties

directed CCAP staff to provide services, coverage and training which the traditional market no longer offered. Tailored to the specific needs and risks of Pennsylvania counties, all of CCAP's programs are owned and governed by the members they insure and include a wide variety of insurance solutions, such as:

Workers' Compensation (PComp) provides workers' compensation coverage for employees of counties and county-related entities which includes risk control, claims services and training.

Property and Liability Insurance (PCoRP) provides property, liability, automobile and other related insurance coverages, loss control, claims services and training to Pennsylvania counties and county-related entities.

Behavioral Health Stop Loss (COMCARE PRO) is a reciprocal risk retention group, which offers stop loss insurance for those counties implementing the behavioral managed healthcare program, HealthChoices.

Health, Dental, Vision, Life and Disability (CCAP Health Alliance) is a partnership of CCAP and the Delaware Valley Health Trust (DVHT) designed to offer an alternative to the commercial health insurance market which provides Pennsylvania counties with upfront savings, enhanced benefits and long-term cost stability.

Nursing Home Liability and Professional Coverages (PELICAN) is a reciprocal risk retention group, which provides Professional Liability and General Liability Insurance coverage.

Unemployment Compensation (UC Trust) provides unemployment compensation insurance for county employees. This program also offers an employee assistance program for all member counties and their employees.

Tax Collector Bonds is a surety bond program for counties to purchase bonds (as required by law) for tax collectors.

Nursing Home Patient Trust Fund Bonds (PACAH Bonds) is a group bond program for patient trust fund bonds for county-owned and affiliated nursing homes.

Volunteers Coverage is for county volunteers injured while volunteering for the county or county-related entity. It also can cover work release inmates, alternatively sentenced inmates, nursing home volunteers and juvenile tobacco enforcement participants.

CCAP also endorses a select group of organizations to provide financial solutions to counties.

Prison Inmate Medical Cost Containment

(PIMCC) is a consulting service to help counties save money on the provision of medical services (including a group drug purchasing program) for county prisons.

Pennsylvania Local Government Investment Trust (PLGIT)

is a money market investment fund for counties, schools and municipalities. It also provides other investment and borrowing options.

NACo/Nationwide Retirement Solutions

helps ensure the financial security of county employees with a competitive deferred compensation program and allows county employees many options for tax deferred supplemental retirement savings.

NACo Live Healthy Dental and Health

Discount Program provides relief to uninsured and underinsured Americans who face high prescription, health and dental costs. The program is free to NACo member counties.

OMNIA Partners is a leading national government purchasing cooperative that reduces the costs of goods and services by aggregating the purchasing power of public agencies nationwide.



Technology Services cost-saving solutions include the following:

CORE Technology Program provides the PA CyberSafe and IT Quarterly Meetings, the technology document and template library, quarterly technology newsletters, website assessments, onsite IT assessments, IT security assessments, technology trainings and webinars, and cybersecurity awareness services to counties enrolled in this program for a yearly membership fee.

Enterprise Agreements are statewide agreements that meet the needs of the counties and their affiliated local government entities provide discounted pricing models, including Microsoft, VMware, Splunk and Adobe.

Unified Case Management System (UCM) provides state-of-the art technology services and solutions that unite criminal justice databases and agencies with the objectives of improving data management, creating efficiency and reducing costs. Programs include adult probation, adult probation kiosk, district attorney, public defender, jail and correctional facilities, pretrial module, offender web portal, and court appearance notifications. The UCM solution delivers counties a secure, fully managed solution, which supports a mobile workforce and includes help desk services.

Web Design and Hosting Solutions provide website consulting and assessments as well as design, hosting and support services to both Pennsylvania counties and municipalities. CCAP provides a managed platform for counties and municipalities to host their website. The platform affords counties and municipalities a stable and secure solution to leverage, as well as the ability to manage their own web content. Website reviews include an assessment of counties' external/public-facing websites and covers areas such as ADA compliance, mobile responsiveness, overall design and content management.

Vendor Partnership Program connects and engages industry leading technology vendors with Pennsylvania county government. It provides opportunities for technology vendors to share, present and collaborate with county officials on cybersecurity, technology initiatives and current trends and to provide products, services and cost-saving programs and solutions for the technological support, advancement and betterment of all counties.

CCAP

EDUCATES



CCAP educates members through best practices and idea exchanges that are at the core of CCAP's educational experiences. CCAP provides such opportunities through conferences, workshops, certificate training programs, leadership programs and vendor events. CCAP hosts large and small events and collaborates with other CCAP and affiliate partners to offer programming in an affordable environment conducive to learning.

CCAP hosts more than 500 meetings per year. CCAP also distributes information and resources to new members and contributes articles for industry and national publications.

Major CCAP conference events include the Spring Conference, Solicitors' Conference, GIS Conference, County Administration Conference, Annual Conference and Trade Show, and Fall Conference.



The Academy for Excellence in County Government is a certificate training program for the

CCAP core members. CCAP and the Academy are committed to training informed and responsible public officials to give Pennsylvania counties the leadership needed to deal with the challenges of today's county government.



The Center for Excellence in County Leadership (CEL) program is offered to help county officials develop a professional

culture for county government. The annual program is focused on improving participants' communication, management and leadership skills and is open to the CCAP core members.

Risk management workshops are available during the spring and fall of each year. Topics include defensive driving, workers' compensation, human resources, communication, safety, KEYS (Keep Educating Your Staff) and much more. The workshops are offered at little or no cost to counties.

Online training also is a part of CCAP's offerings. CCAP's Insurance Programs have partnered with LocalGovU to offer quality employee training online. Topics include risk management, corrections, health and wellness, human resources, law enforcement, safety and management.

Unemployment compensation training is offered by Corporate Cost Control through the UC Trust membership. This training is designed to help county employees understand topics of discipline, discharge, proper documentation and hearing preparation, which are imperative to reducing claims costs.

CCAP also provides a **free risk management video lending library**. Members are encouraged to borrow these videos for viewing and training purposes.

Technology Services hosts an annual Cybersecurity Summit to discuss strategies for cyber incident prevention and response, and staff also collaborates with GIS professionals and hosts an annual GIS Conference.

Other educational programs are offered through technology services events, affiliate conferences, online training opportunities, webinars, the PA Local Government Training Partnership and the National Association of Counties, among others.

GET INVOLVED

Visit www.pacounties.org to sign up for a committee, learn more about issues, take action through our Legislative Action Center, register for conferences, get information on insurance programs and IT services, find help with localizing advocacy efforts and communications, review publications and reports, connect with CCAP affiliates and vendors, and much more.



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INFORMS



CCAP informs members by keeping them up-to-date on key issues and practices through resources such as its *Pennsylvania County News* magazine, *Legislative Bulletin* and *CCAP Update* e-newsletters, legislative priorities fact sheets and direct emails.

CCAP's website, www.pacounties.org, features enhanced content, easy navigation and up-to-date information. Primary areas of interest relate to legislation, education, risk management, technology, insurance and media. Also included are the CCAP calendar of events, job postings, county website links, CCAP staff listings, vendor information and much more. The special Members Only section gives members access to numerous resources, reports and directories, as well as the magazine. In addition, CCAP represents counties to legislators, media and the public by posting timely information on its Twitter feed @PACountiesGR.

Conference calls, reports on important issues and other timely communications allow members to gain first-hand knowledge of urgent issues. CCAP even produces a *Directory of County Officials* to help members connect with each other, a *Legislative Toolkit* to assist with grassroots efforts, a *Newly Elected Officials Toolkit*, a *PA Counties Are* toolkit, and other helpful resources.

CCAP's insurance programs provide regular information to members through a variety of communications vehicles: *Insurance Matters*, *Safety Essentials*, *PIMCC News*, *PIMCC Prison Directory*, *Glimpse*, *Safety Resources* and the *PA County Guide to Pension Plan Best Practices*.

Technology Services informs counties of new technology and policy as well as any information on ways to prevent or mitigate security risks. Through quarterly meetings and email newsletters, county IT departments are updated on the latest cybersecurity and IT topics from outside state and national resources.



PROMOTES

COUNTIES ARE

Community & Economic Development
Judicial Administration Emergency Management
Public Safety Elections
Transportation
Human Services
Aging Children & Youth Drug & Alcohol Housing Intellectual Disabilities Mental Health
Corrections Environment
Public Records Management
Real Estate Tax Assessments



CCAP promotes counties by integrating strategic communications efforts and working with members, the National Association of Counties and numerous audiences to raise public awareness of the roles and responsibilities of county governments, as well as the issues that affect services to constituents.

CCAP uses its website, direct contact with legislators, extensive media relations (including regular appearances on TV and radio talk shows, media interviews, news releases and editorials), social media, videos aired on PCNTV and personal contact with associated agencies to engage and enhance the understanding of our goals and the needs of our county residents.

Legislative and media-related templates and talking points are prepared to assist members with localized advocacy and public awareness. Direct grassroots outreach by CCAP staff on bills before a county's legislative delegation also assists counties with timely and personalized outreach.

Technology Services works very closely with the commonwealth to align information technology initiatives with the needs and capabilities of the counties, providing resources to all the counties for critical projects.



Counties and CCAP Strengthen Our Communities

County governments are responsible for a wide variety of critical services, including provision of human services (mental health, intellectual disabilities, juvenile justice, children and youth, long-term care, drug and alcohol services, housing) to people in need in our communities. In addition, counties are responsible for emergency management and 911 services, administration of the courts and corrections system, elections, maintenance of county bridges, and the county property assessment rolls, and also are involved in environmental and land use planning, protection of open space and community and economic development.

The County Commissioners Association of Pennsylvania (CCAP) is the voice of county government—a statewide nonprofit, nonpartisan association representing all 67 counties in Pennsylvania. CCAP members include county commissioners, their equivalents in home rule counties, council members, county executives, administrators, chief clerks and solicitors of all counties. CCAP strengthens the counties' abilities to govern their own affairs and improve the well-being and quality of life for every Pennsylvania resident. It advocates for favorable state and federal legislation, programs and policies on behalf of counties. CCAP is committed to service excellence through education, information, insurance, technology and other programs that support effective county government. Founded in 1886, CCAP is an affiliate of the National Association of Counties.

For more information about Pennsylvania counties and CCAP, log on to www.pacounties.org and follow @PACountiesGR on Twitter.

CCAP AWARDS

CCAP provides annual awards programs to highlight county accomplishments and honor best practices.

Some of our regular awards include:

- Special Presidential Award
- Outstanding County Commissioner or Council Member
- Outstanding Solicitor
- Outstanding Chief Clerk or County Administrator
- Outstanding Affiliate Member of the Year
- Friend of County Government
- Excellence in Website Award
- PHIA Road and Bridge Safety Award
- Terry Barham Claims Experience Award
- Claims Reporting Award
- Loss Control Award
- Risk Management Award
- Risk Management Training Award
- Brady Koch PCoRP Award
- Sherm Doebler PCoRP Award
- PCoRP Willis Pooling Best Experience Award
- Loss Experience Award
- Loss Control Award
- Loss Prevention Award
- Ron Shearer PCoRP Award
- PELICAN Amy McElroy Memorial Claims Award
- PELICAN Risk Control Award
- County Criminal Justice Advisory Boards (CJAB) Best Practices
- Criminal Justice System for the 21st Century Jail Best Practices Award
- 21st Century Committee Criminal Justice Partners Award
- Juvenile Alternative Program Best Practices Award
- Juvenile Detention Best Practices Award

CCAP ENGAGES



CCAP engages members in development of programming and policy as participants in the CCAP Board of Directors, CCAP's numerous standing committees, ad hoc committees and special task forces, or as part of the district caucuses. Many CCAP county members participate in committees that work on enhancing intergovernmental partnerships.

CCAP staff actively participates with numerous industry and professional organizations, as well as area charities. Many staff and members sit on committees at the national, state and local levels. CCAP partners with many other state associations and policy partners including those related to townships, boroughs and cities. Of course, CCAP works closely with the National Association of Counties, the National Council of County Association Executives, National Association of County Human Services Administrators, and the National Association of County Information Officers.

Other partners include the Pennsylvania State Association of Elected County Officials, County Reinsurance Limited, WillisTowersWatson North American Client Advisory Council, Association of Governmental Risk Pools, Pennsylvania Society of Association Executives, CSC's RISKMASTER Advisory Board, and the Public Risk Management Association.

CCAP also partners with a wide array of federal, national, state and local governments and non-profit organizations, including almost every state cabinet-level department, as well as the Administrative Offices of Pennsylvania Courts, Pennsylvania Commission on Crime and Delinquency, Justice Network, Pennsylvania Board of Probation and Parole, U.S. Department of Homeland Security and U.S. Department of Human Services.

CCAP's Technology Services partners with Pennsylvania county IT professionals, the commonwealth, and outside vendors through the Technology Vendor Partnership Program to provide technology resources and solutions for the counties. This includes a quarterly Department of State Elections Workgroup that is hosted jointly by CCAP Technology Services and the commonwealth.

CCAP Technology Services engages with the MS-ISAC (Multi-State Information Sharing and Analysis Center) and the EI-ISAC (Election Information - Information Sharing and Analysis Center) to improve the overall cybersecurity efforts in Pennsylvania counties. This is a free service to the counties, providing security alerts and messages that can help save the county from the risk of real cybersecurity threats.

CCAP's associate membership program provides vendors interested in doing business with Pennsylvania counties an opportunity to market their products and services to address the special needs of county government. The annual trade show affords a forum for additional exchange of ideas and information showcasing products that can make county government more efficient. CCAP also partners with several vendor firms termed Enterprise Partners who work with CCAP on one or more CCAP endorsed services or programs.

CCAP AFFILIATES

Affiliates under the CCAP umbrella include:

- Assessors' Association of Pennsylvania (AAP)
- County Planning Directors Association of Pennsylvania (CPDAP)
- Pennsylvania Association of County Administrators of Mental Health and Developmental Services (PACA MH/DS)
- Pennsylvania Association of County Drug and Alcohol Administrators (PACDAA)
- Pennsylvania Association of County Human Services Administrators (PACHSA)
- Pennsylvania Children and Youth Administrators (PCYA)
- Pennsylvania Coalition of Affiliated Healthcare and Living Communities (PACAH)
- Pennsylvania Partnership for Juvenile Services (PPJS)
- The Society of County Human Resource Professionals of Pennsylvania (SCHRPP)

CCAP COMMITTEES

- Academy for Excellence in County Government
- Agriculture Committee
- Assessment and Taxation Committee
- CCAP Deferred Compensation Advisory Committee
- CCAP Health Alliance Board of Directors
- COMCARE Board of Directors
- COMCARE PRO Subscribers Advisory Committee (SAC)
- Committee on County Criminal Justice System Best Practices for the 21st Century
- Community and Economic Development Committee
- County Governance Committee
- Courts and Corrections Committee
- Elections Reform Committee
- Energy, Environment and Land Use Committee
- Finance Committee
- Human Services Committee
- Military and Veterans Affairs Committee
- PComp Board of Directors
- PCoRP Board of Directors
- PELICAN SAC (Nursing Home Liability Insurance Company)
- Personnel Committee
- Prison Inmate Medical Cost Containment Board of Directors (PIMCC)
- Resolutions Committee
- Strategic Planning Committee
- Technology Committee
- UC Trust Board of Trustees

CCAP IS

Information Relevance Solutions

Insurance Programs & Services

Media Relations Education

Connections Representation Awareness

Government Relations

Publications Savings Communications

Technology Affiliates Feedback

Risk Management

Innovation Leadership Advocacy

Vendor Relations

Responsiveness

Conferences

Legislation Committee Involvement



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