

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA  
#1 COURT SQUARE, SUITE 203  
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, APRIL 30, 2012

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
WAYNE DUNN, COMMISSIONER  
STEPHEN GAINER, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

**AGENDA AND DISCUSSION ITEMS**

At 10:30 A.M., the County Commission opened sealed bids for the demolition of the former Magistrate Court Building located at 208 Avery Street, Parkersburg, West Virginia. Such sealed bids were received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on April 20, 2012 and April 27, 2012. Sealed bids were received from the following:

1. Tim Graham Excavating, LLC  
2607 Beverly Street  
Parkersburg, WV 26101  
Bid Price - \$18,400.00
2. Empire Builders  
101 Empire Lake Drive  
Parkersburg, WV 26101  
Bid Price - \$32,650.00
3. J.C. Bosley Construction, Inc.  
PO Box 67  
Mineral Wells, WV 26150  
Bid Price - \$39,000.00

The County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and made unanimous by David Blair Couch, did RECEIVE said bids for review. (Order M/1921)

At 10:45 A.M., the County Commission discussed previously not-leased available lots in the Happy Valley Flood Mitigation project. They Ordered a lease agreement be drawn up with Angie Maher regarding lot numbers 180/J6C and 180/J6G.1 (Order M/1923)

The Commission Ordered a lease agreement be drawn up with WVU-P regarding lot numbers 180/121, 180/122, 180/123, 180/94, 180/95 and 180/96. (Order M/1922)

The County Commission Ordered a lease agreement be drawn up with WVU-P regarding future properties obtained through the Happy Valley Flood Mitigation being leased to WVU-P for their agriculture program. (Order M/1929)

At 11:00 A.M., the County Commission met with Patrice Pooler from the Mid-Ohio Valley Fellowship Home. She requested their sponsorship of a West Virginia Justice Assistance Grant (JAG). The County Commission approved said request.

At 11:30 A.M., the County Commission performed the public test of the voting and tabulating equipment. (Order A/956)

The County Commission, upon a motion duly made, seconded and passed, appointed James Keith to the Wood County Parks and Recreation Commission (Mountwood Park). (Order A/952).


**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/952, A/953, A/956, M/1921, M/1922, M/1923, M/1924, M/1925, M/1926, M/1927, M/1928 and M/1929

Having no further scheduled appointments or business to attend to, the County Commission adjourned.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President  
\_\_\_\_\_  
Wayne Dunn, Commissioner  
\_\_\_\_\_  
Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled April 30, 2012.

Wood County Commission Meeting  
Held April 30, 2012

**Please Print**

1.	Michael St. Clair
2.	Patrice Pooler, MOVFH
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Residents of Happy Valley Lane

Parkersburg, WV 26104

Wood County Commission  
#1 Court Square, Suite 205  
Parkersburg, WV 26101

Happy Valley Lane used to be a Private Road black topped and maintained by its residents. It now has become a public road still maintained by its residents. Something is wrong with picture. It is not right that we maintain a road for use by the public whether it be for the property owners that have moved and rented there properties to others or for the County who is leasing the Mitigated properties to whoever. Our road was destroyed by the dump trucks and heavy equipment brought in to tear down these properties. We have patched and repaired these holes numerous times out of our own pockets only to have them torn up again in the next round of buyouts. The drains at the intersection of Happy Valley Lane and Happy Valley Road have been smashed to the point that the water will not drain at all. It lies in the ditch and as Summer approaches we are going to have a really bad mosquito problem.

We are having a real problem with the people that are renting on the lower end of our Lane. They speed up and down the road all the time intentionally hitting the holes and blowing them out even larger. These people have no respect for the property owners and laugh and rev their engines as they do it. We need some speed bumps installed on our road to deter this activity.

All we are asking for is a little help in putting what is left of our neighborhood back to as normal as it can be.

Thank You,

① Larry Alexander

131 Happy Valley Lane

② Delia Gee Dan Rhee  
97 Happy Valley Lane

③ Ruth Evans Michael Evans  
141 Happy Valley Lane

④ Brooks C. Layman  
70 Happy Valley Lane

⑤ Jammy L. Miller  
292 Happy Valley Lane

⑥ Charles Brown  
11 HAPPY VALLEY LN

⑦ Edward G. Stephen  
115 Happy Valley Ln

⑧ Paul B. Stosh  
123 Happy Valley Lane

Residents of Happy Valley Lane

Parkersburg, WV 26104

Wood County Commission  
#1 Court Square, Suite 205  
Parkersburg, WV 26101

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Thank You,

Mr. Campbell  
313 Happy Valley Lane  
#132

(9.) Jim Shiner  
409 Happy Valley Lane

Residents of Happy Valley Lane

Parkersburg, WV 26104

Wood County Commission  
#1 Court Square, Suite 205  
Parkersburg, WV 26101

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All we are asking for is a little help in putting what is left of our neighborhood back to as normal as it can be.

Thank You,





# Wood County Commission

4/30/2012

1 Court Square, Suite 203  
Parkersburg, WV 26101

<b>9:30 AM</b>	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR
<b>10:30 AM</b>	BID OPENING – DEMOLITION OF STRUCTURE AND PARKING AREA OF 208 AVERY STREET	
<b>10:45 AM</b>	DISCUSS HAPPY VALLEY FLOOD MITIGATION PROPERTIES	
<b>11:00 AM</b>	JAG GRANT – MID-OHIO VALLEY FELLOWSHIP HOME	PATRICE POOLER
<b>11:30 AM</b>	PUBLIC TEST OF VOTING EQUIPMENT AND TABULATING EQUIPMENT	
<b>Other items for discussion:</b>	<ol style="list-style-type: none"> <li>1. Assign office space to County Coroner and Project Lifesaver</li> <li>2. Discuss vacancies on Parks and Recreation (Mountwood Park) Board</li> </ol>	

4/30/12  
70/64

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED JAMES P. KEITH TO  
THE WOOD COUNTY PARKS AND RECREATION  
COMMISSION (MOUNTWOOD PARK).

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, appointed James Keith to the Wood County Parks and Recreation Commission (Mountwood Park). Said appointment is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. Mr. Keith's term will expire December 16, 2013.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

A/952

4/30/12  
70/64

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,  
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN  
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER  
12-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$35,919.78.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 12-CC-09. Reimbursement is in the amount of thirty-five thousand nine hundred nineteen dollars and seventy-eight cents (\$35,919.78) for the month of March, 2012. In addition to the Request for Reimbursement, the Time Sheets for employees of the Wood County Day Report Center, the Monthly Project Director's Report, the Financial Recap and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof.

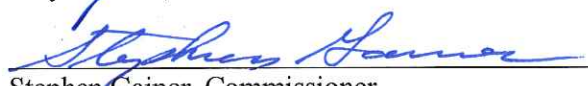
Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner



4/30/12  
70/64

<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
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<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	Project #:	12-CC-09
	FEIN#:	556 000 417
	Funds are hereby requested to cover expenditures	
	FROM:	3/1/12 TO: 3/31/12

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
Personnel/Contractual	\$35,919.78
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
<b>TOTAL</b>	<b>\$35,919.78</b>

**CERTIFICATION:**

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission

TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)

  
SIGNATURE

4/30/12

DATE

**DCJS USE ONLY**

**ADMINISTRATIVE APPROVAL:**

This request is approved in the amount of \$ \_\_\_\_\_  
Initials \_\_\_\_\_ Date \_\_\_\_\_

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Accountant

# Office of the County Commission of Wood County, West Virginia

Commissioners  
David Blair Couch  
Wayne Dunn  
Steve Gainer



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

April 30, 2012

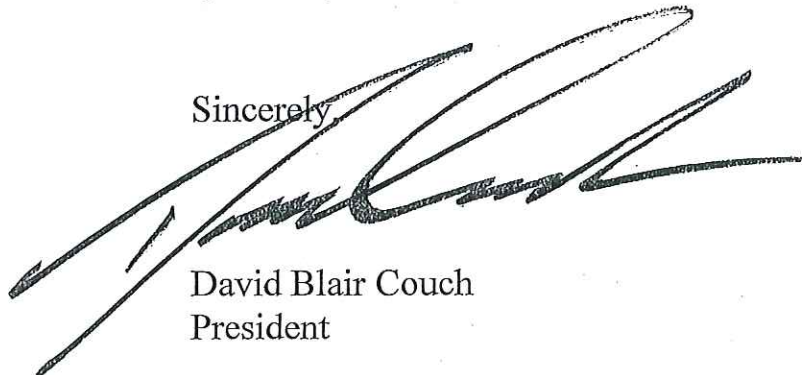
Mr. Tim Hanna  
WVDJCS  
1204 Kanawha Boulevard  
Charleston, WV 25301

Dear Mr. Hanna:

RE: Grant No.: 12-CC-09

Please find enclosed the monthly progress report for the above referenced grant for the period of March 2012. If you have any questions on this or desire any additional information, please feel free to contact Toni Tiano, grant consultant, at 304/428-7760 or 304/424-1972. Thank you for your assistance with this matter.

Sincerely,



David Blair Couch  
President

Marty Seuffer, County Administrator • Ph. 304-424-1976 • Fax 304-424-0194

Assessor  
Rich Shaffer

Circuit Clerk  
Carole Jones

County Clerk  
Jamie Six

Prosecuting Attorney  
Jason Wharton

Sheriff  
Jeff Sandy

5/7/12  
70/68

MAY 7, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: TEST CERTIFICATION NUMBER 1 - VOTE RECORDING  
DEVICES AND THE PUBLIC TEST OF THE TABULATING  
EQUIPMENT WERE FOUND TO BE FREE FROM ERROR.  
(NUNC PRO TUNC APRIL 30, 2012)

**ORDER**

On this date, the County Commission, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby CERTIFY that the April 30, 2012 public inspection of the Vote Recording Devices and the public test of the Tabulating Equipment to be used for vote tabulation in the May 8, 2012 Primary Election was tested and found to be free from error.


A copy of Test Certification Number 1 is attached to this Order and shall be made thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

A/956

5/7/12  
70/68

**TEST CERTIFICATION NUMBER 1**

**WOOD COUNTY**


**PRIMARY ELECTION**

We, the undersigned, of Wood County, do hereby certify that the April 30, 2012, public inspection of the Vote Recording Devices and public test of the Tabulating Equipment to be used for vote tabulation in the May 8, 2012, Primay Election, was tested and it was found to be free from error.

  
President, Wood County Commission

  
Commissioner - PRESIDENT

  
Commissioner

  
Clerk of the Wood County Commission

Dated this 30<sup>th</sup> day of April, 2012.



4/30/12  
70164

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA  
IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR THE  
DEMOLITION OF THE FORMER MAGISTRATE COURT BUILDING.

**ORDER**


On this date, the County Commission of Wood County, at 10:30 A.M., did hereby OPEN sealed bids for the demolition of the former Magistrate Court Building located at 208 Avery Street, Parkersburg, West Virginia. Such sealed bids were received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on April 20, 2012 and April 27, 2012. Sealed bids were received from the following:

1. Tim Graham Excavating, LLC  
2607 Beverly Street  
Parkersburg, WV 26101  
  
Bid Price - \$18,400.00
2. Empire Builders  
101 Empire Lake Drive  
Parkersburg, WV 26101  
  
Bid Price - \$32,650.00
3. J.C. Bosley Construction, Inc.  
PO Box 67  
Mineral Wells, WV 26150  
  
Bid Price - \$39,000.00

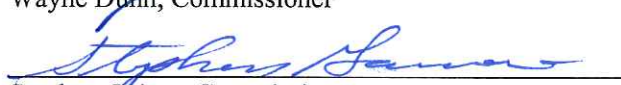
The County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and made unanimous by David Blair Couch, did RECEIVE said bids for review.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Wayne Dunn, Commissioner

  
Stephen Gainer, Commissioner

4/30/12  
70/65

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER A LEASE  
AGREEMENT BE DRAWN UP WITH WVU-P REGARDING  
HAPPY VALLEY FLOOD MITIGATION PROPERTIES

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby ORDER that a Lease Agreement be drawn up to lease the County-Owned Properties located at Lot 180/121 Happy Valley Lane; Lot 180/122 Happy Valley Lane; Lot 180/123 Happy Valley Lane; Lot 180/94 Happy Valley Lane; Lot 180/95 Happy Valley Lane; and Lot 180/96 Happy Valley Lane to West Virginia University at Parkersburg (WVU-P). Said lease is to be renewable with a ten (10) year initial term. WVU-P will be responsible for equally participating in any road maintenance organization or effort by area residents to perform an upgrade to Happy Valley Lane and Happy Valley Road.


Information relating to the Happy Valley Flood Mitigation Project is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Wayne Dunn, Commissioner

  
Stephen Gainer, Commissioner

M/1922



4/30/12  
70/65

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER A LEASE  
AGREEMENT BE DRAWN UP WITH ANGIE MAHER  
REGARDING THE HAPPY VALLEY FLOOD MITIGATION LOTS  
NUMBER 180/J6C AND 180/J6G.1


**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby ORDER that a Lease Agreement be drawn up to lease the County-Owned Properties located at 180/J6C and 180/J6G.1 to Angie Maher, 504 Happy Valley Lane. Said lease is to be renewable with a five (5) year initial term at a rate of one hundred fifty dollars and fifty-seven cents (\$150.57) per year.


Information relating to the Happy Valley Flood Mitigation Project is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Wayne Dunn, Commissioner

  
Stephen Gainer, Commissioner

M/1923

APRIL 30, 2012

4/30/12  
70/65

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN  
APPLICATION FOR A JAG GRANT FOR THE MID-OHIO  
VALLEY FELLOWSHIP HOME.


**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn, and made unanimous by Stephen Gainer, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a West Virginia Justice Assistance Grant (JAG) for the Mid-Ohio Valley Fellowship Home, Inc. Said grant is in the amount of fifteen thousand dollars and zero cents (\$15,000.00).


A copy of said Application is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

M/1924

4/30/12  
20/65

FY 2012 West Virginia  
Justice Assistance Grant Program  
Application Forms



**West Virginia Justice Assistance  
Grant Program Application**

**General Administrative Information  
Page 1**

**Applicant Agency:** Mid-Ohio Valley Fellowship Home, Inc.

**Address:** 1030 George Street  
Parkersburg, WV 26101

**Phone:** 304-485-3341

**Fax Number:** 304-485-3396

**Type of Agency:**

☐ **State**

☒ **County**

☐ **Municipality**

**Project Director:** Ms. Patrice M. Pooler

**PD Title:** Executive Director  
**Address:** 1030 George Street  
Parkersburg, WV  
26101

**Phone:** 304-485-3341

**Fax:** 304-485-3396

**Email:** patrice@movfh.org

**Fiscal Officer:** Ms. Cheryl McCullough

**FO Title:** Board Treasurer  
**Address:** 1030 George Street  
Parkersburg, WV 26101

**Phone:** 304-295-4456

**Fax:** 304-295-4568

**Email:** CMcCullough@Communitybankpkbg.com

**Funds Requested:** 15,000.00

**Amount Awarded:**

**Match Proposed:** 5,000.00

(for DJCS use only)

**Project Period:** July 1, 2012 – June 30, 2013

**Number of years previously funded:** 2 **Estimated Number to be Served:** 108

**Geographic Area(s) Served:** All counties, including: Wood, Kanawha, Mercer, Fayette, Cabell, Wayne, Doddridge, Putnam

**Total Population:** 100,000

**DUNS Number:** 169578721

**FEIN Number:** 23-712-3750-001

**Project Title:** MOVFH Residential Recovery Program

**Project Description:** To assist with program personnel costs for rehabilitation program designed to reduce criminal recidivism & addiction fatality.

*Certification: To the best of my knowledge, the information contained in this application is true and correct. The submission thereof has been duly authorized by the governing body and the applicant will comply with the attached special conditions and assurances, if funding is provided.*

**Authorized Official:** David Blair Couch

**Address:** #1 Court Square, Suite 205  
Parkersburg, WV  
26101

**Signature:**

**AO Title:** Wood County  
Commission President

**Phone:** 304-424-1984

**Fax:** 304-424-0194

**E-Mail:**  
seufer@woodcountywv.gov

**Date:**



<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Budget Summary Page 2</b>
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Applicant: <b>Mid-Ohio Valley Fellowship Home, Inc.</b>	FEIN Number: <b>23-712-3750-001</b>
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Budget Category	WV JAG Requested Funds (A)	Local (Match) Funds (B)	Total Budget (A + B)
Personnel/Contractual	\$15,000.00	\$5,000.00	\$20,000.00
Travel/Training	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Totals	\$15,000.00	\$5,000.00	\$20,000.00

*\*All funds must be rounded to the nearest whole dollar amount*

#### Funding Strategy

Funding Source(s)	Amount	Status
WV DHHR BHHF	\$3,000.00	P
Mid-Ohio Valley Fellowship Home, Inc.	\$2,000.00	R
Total	\$5,000.00	

Funding Source - Separately list each source of funds that will be used in the program.

Amount - Enter the amount received or anticipated for each

Status - Indicate the status of each funding source as follows:

P – Projected grant, loan or donation

A – Application submitted and under review

C – Funds Committed

R – Funds received, appropriated or on hand

**West Virginia Justice Assistance  
Grant Program Application**

**Budget Detail  
Page 3**

Detailed Project Cost by Budget Category	Requested JAG Funds	Local Funds Utilized	Grant Funds Approved
<b><u>Personnel / Contractual:</u></b> Executive Director	\$15,000.00	\$5,000.00	(DJCS Use Only)
<b><u>Travel / Training:</u></b>	\$0.00		
<b><u>Equipment (\$1,000/unit):</u></b>	\$0.00		
<b><u>Other:</u></b>	\$0.00		
<b>Total Requested JAG Funds</b>	<b>\$15,000.00</b>		
<b>Total Local Matching Funds</b>		<b>\$5,000.00</b>	
<b>Total Funds APPROVED for Project</b>			<b>(For DJCS Only)</b>



Provide specific information that explains each proposed expense for the project. State clearly and in concise detail the breakdown and justification of need for each item requested for funding in the Budget Detail pages. Also, provide an identified breakdown of matching funds. Be sure to label the breakdown of matching funds as such. Attach additional pages if necessary.

**Personnel: Total JAG Funds Requested- \$15,000.00**  
Justice Assistance Grant Monies are being requested to assist with program personnel costs.

**Ms. Patrice M. Pooler, MA, CAC, Executive Director**  
Job Description is attached.  
Health Insurance: The Executive Director has family coverage.  
Benefits included are health, vision and dental.

**Fulk Time Position- Executive Director**  
**Salary- \$54,080.00**  
**Monthly Cost- \$4,160.00**  
**JAG Request- \$15,000.00**  
**Matching Funds- \$5,000.00**  
**Other Grantee Funds for Personnel- \$34,080.00**  
**Health Insurance Monthly Cost- \$40.08**  
**Other Grantee Funds for Health Insurance- \$489.60**

Please provide information that describes the proposed project. State clearly and in concise detail the purpose and direction of the project, including all components described in the project narrative section of the application instructions. All components must be addressed in the order listed in the instructions. Attach additional pages if necessary and label additional pages as 5a, 5b, 5c, etc.

WV DHHR statistical data substantiates over 98,000 men and women in WV suffer from addiction. Addiction is a progressive, potentially fatal, but treatable disease. The impact of substance abuse on crime is extensive. Inmates found to have committed robberies, burglaries, homicides and assaults often report being under the influence of alcohol or other mind-altering substances. Inmates often admit to using at the time they committed their crime, as well as very often actively using for months prior to committing the crimes which led to incarceration.

We are a strong referral source for WV State Probation & Parole Departments, because of the therapeutic residential recovery programming we offer addicted paroling inmates. Effective treatment for addicted offenders is a part of the solution for reducing crime, recidivism and turning offenders into productive members of society. The most effective programs for addicted offenders are those that are long in duration, residential and offer a therapeutic approach and therapy for their mental health and addictions.

Our program treats the dual issues of addiction and criminality, believing that addiction feeds criminality and criminality feeds their addiction. Criminal culture respects deception and lying to authorities, glamorizing drug use and law breaking activities. Our peer, staff & alumni support program puts pressure on individual change which encourages our Residents to cope with life on life's terms, sober.

Our program has clearly understood rules and consequences where former inmates learn new information and behaviors for managing their lives. There is a structured weekly schedule to our programming, both onsite & offsite, which assists the individual within their recovery process. Our program offers the addicted individual privileges for behaviors that promote their recovery and consequences for relapsing back into either their addiction / criminal thinking / behaviors.

Mid-Ohio Valley Fellowship Home (MOVFH) is a place for second chances. We have been assisting community members since 1971. We provide our residents with an environment that inspires change. We have five facilities, 24/7 staff support, on-site programming and community support services for both of our Men's & Women's programming. Residents may reside for up to 18 months and learn to loosen the grips of addiction and break the cycle of crime within their lives. We have the largest residential recovery facility in the State of WV.



**Project narrative Page 5A**

**We are an area recovery HUB, and have an average of 250+ people weekly who utilize our facility to work on their long term sobriety and attend 12-step meetings. We have helped thousands with sober re-entry into community, work & family.**

**Our JAG monies have been a source of funding essential for our community-based program Executive Director Personnel costs. The Executive Director assists with a wide range of program enhancements in the areas of prevention and education, for our residents and our community.**

**Our facility assists with rehabilitation of offenders who violate state & local drug-related laws. We serve residents 18 years of age & older, with/without dependent children. Our facility provides housing, 24/7 staff support, on-site and community support services for men / women who are at risk of criminal recidivism &/or fatality, without our recovery program.**

**Last year we assisted 72 adults and 35 children. Our community-based programming returns happy childhoods & happy homes, saves marriages, returns people as productive members of society, lowers criminal recidivism, changes- and saves- lives.**

**West Virginia Justice Assistance  
Grant Program Application**

**Grant Goals and Objectives  
Page 6**

- Goal - Broad statement about what the program intends to accomplish. This statement should state the long-term desired impact of the program, set scope or foundation, state long-range target or purpose, identify target population, and state the condition to be changed.
- Objective - A specific statement of the desired short-term, immediate outcome of the program which will show accomplishment of the goal. Each objective must be **S.M.A.R.T. (Specific, Measurable, Attainable, Results oriented and Time bound)**.
- Outcome Measure - The data or tool used to measure achievement of the objective. How will data be collected, analyzed, and results shared.
- Activities - What will be done and who will accomplish it. **You must have at least one (1) activity per objective.**
- Timeline - When will the activity begin and end. **You must have a timeline for each activity.**

Goal Number:	<u>1.</u>	<b>To decrease the negative involvement with law enforcement in our Residents.</b>
--------------	-----------	--

Objective Number:	<u>1</u>	Residents will decrease their negative involvement with law enforcement.
-------------------	----------	--

Outcome Measure:	Executive Director will collect resident data at integral timelines.
------------------	--

Activities to meet objective:

1. Executive Director will meet with Resident and assess needed rehabilitation.
2. Executive Director will oversee Resident access of needed community services.

Timeline for each activity:

1. Within two weeks of occupancy
2. Within 30 days of occupancy
- 3.
- 4.

Objective Number:	<u>1</u>	Residents will remain relapse free from mind and mood-alternating chemicals.
-------------------	----------	--

Outcome Measure:	Executive Director will over see random toxicology screenings and collect data.
------------------	---

Activities to meet objective:

1. Regular random drug screenings.
2. Regular attendance of substance abuse programming by Resident.
- 3.

Timeline for each activity:

1. Monthly, throughout residency.
2. Daily, throughout residency.
- 3.

4.

4.

Goal Number: 2. **Prevention, Intervention and Treatment Services**

Objective Number: 2 Engage client in crime prevention and education on risk factors, drug abuse prevention and managing long term abstinence.

Outcome Measure: Executive Director will over see data measures of treatment involvement .

Activities to meet objective: Timeline for each activity:

- |  |            |
|--|------------|
| 1. Meet with client.                                 | 1. Monthly |
| 2. Referrals to mental health services               | 2. Weekly  |
| 3. Development of external sober peer support system | 3. Weekly  |
| 4.   | 4.         |

---

Objective Number: 2 Family Re-unification

Outcome Measure: Executive Director will over see the client return to family & work as a productive member of society.

Activities to meet objective: Timeline for each activity:

- |                                    |              |
|------------------------------------|--------------|
| 1. Work training and resume.       | 1. 2 months  |
| 2. Attend scheduled Court hearings | 2. As needed |
| 3. Child/Parent Activities         | 3. Weekly    |
| 4. Parenting Skills Development    | 4. Weekly    |

Goal Number: \_\_\_\_\_

Objective Number: \_\_\_\_\_

Outcome Measure:

Activities to meet objective: Timeline for each activity:

- |    |    |
|----|----|
| 1. | 1. |
| 2. | 2. |



<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Grant Goals and Objectives Page 6a</b>
---	---

3.

4.

3.

4.

**West Virginia Justice Assistance  
Grant Program Application**

**Grant Goals and Objectives  
Page 6b**

Objective  
Number: \_\_\_\_\_

Outcome  
Measure:

Activities to meet objective:

- 1.
- 2.
- 3.
- 4.

Timeline for each activity:

- 1.
- 2.
- 3.
- 4.

Goal  
Number: \_\_\_\_\_

Objective  
Number: \_\_\_\_\_

Outcome  
Measure:

Activities to meet objective:

- 1.
- 2.
- 3.
- 4.

Timeline for each activity:

- 1.
- 2.
- 3.
- 4.

Objective  
Number: \_\_\_\_\_

Outcome  
Measure:

Activities to meet objective:

- 1.
- 2.
- 3.
- 4.

Timeline for each activity:

- 1.
- 2.
- 3.
- 4.

Provide a membership list of the all parties collaborating on this project, including name, title, agency affiliation, mailing address, telephone number, fax number, and email address for each member. *Letters of commitment or MOU's from each board member, reflecting their understanding of the requirements of the Collaboration will not be required but is encouraged for this grant application.*

West Virginia Bureau for Behavioral Health and Health Facilities (WV-BHHF)

West Virginia Child Protective Services (WV-CPS)

WV Department of Corrections Parole and Probation (WVDOC)

Alcoholics Anonymous (AA)

Narcotics Anonymous (NA)

Health Right of West Virginia

Westbrook Health Services

YMCA

WV Birth To Three

WV Adult Career Center

Ms. Tomeka Robinson, President

Affiliate: Marietta College

Tenure: 2011; Committee: Public Relations

113 Santee Dr.; Marietta, OH 45750

Tomeka.robinson@marietta.edu (740) 376-4546

Mr. Ed Vaughan, Vice President

Affiliate: Retired

Tenure: 1996; Committee: House

P.O. Box 1541; Parkersburg, WV 26101

Edvaughan@mac.com (304) 488-1356 Fax: (304) 868-8838

Ms. Cheryl McCullough, Treasurer

Affiliate: Community Bank

Tenure: 1999; Committee: Finances

2400 Grand Central Ave.; Vienna, WV 26105

CMcCullough@Communitybankpkbg (304) 295-4566 Fax: (304) 295-4568

Mr. Doug Hess, Secretary

Affiliate: Clear Channel

Tenure: 2012; Committee: Public Relations

813 Walnut St.; Belpre, OH 45714

doughwork@yahoo.com; (740) 706-9393

Mr. Vic Stallard, Past-President  
Affiliate: Criterion Corporation  
Tenure: 2009; Committee: Safety  
Vic.Stallard@Cri-Criterion.Com (304) 482-3245 Fax: (304) 665-4357

Ms. Patrice Pooler, MOVFH Executive Director  
Tenure: 2003; Committee: All  
266 Forest Dr.; Parkersburg, WV 26104  
pqtrice@movfh.org (304) 485-3341 Fax: (304) 485-3396

Ms. Sharon Farnsworth  
Affiliate: Retired  
Tenure: 1999; Committee: Personnel  
716 5th St.; Marietta, OH 45750  
S.Farnsworth@sbcglobal.net (740) 374-4511

Mr. Bob Fluharty  
Affiliate: Fluharty & Townsend Law Offices  
Tenure: 2007; Committee: Safety  
P.O. Box 201; Parkersburg, WV 26101  
RSFluharty@fntlawoffices.com (304) 485-3484 Fax: (304) 485-0560

Ms. Meg McCrone  
Affiliate: Marietta College  
Tenure: 2011; Committee: Personnel  
812 ½ Phillips St.; Marietta, OH 45750  
mm003@marietta.edu (740) 376-4559 (740) 376-4763

At Our Board Meeting on January 30, 2012 The Board unanomously voted approval of our JAG grant request for the 2012 Fiscal year.



Please use this page to provide (or attach a copy of) the program's organizational chart which includes the proposed funded positions for this project. Please list all staff members, position titles, salaries, and funding source for salaries.

<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Hiring Procedures, Job Descriptions and Resumes Page 9</b>
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Provide a brief statement outlining the program agency's procedures for hiring employees who are funded under this grant. Include with this application a job description and qualifications for the position(s) proposed under the grant. If position(s) are currently filled, please include a resume for each position filled.

<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Operational Budget Attachment A</b>
---	--

Attach the operational budget for this program along with a brief 3-year strategic financial and programmatic plan of operation. Only one 3-year plan is required as long as all entities included in the application are sufficiently covered in the plan.

<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Plan of Sustainability Attachment B</b>
---	--

Please attach in this section a detailed outline of future funding strategies, and an outline of funding plans should federal funding sources cease to exist. Please detail fundraising strategies; local donations; city, county, and state funding contributions; as well as plans to maintain positions and program goals in current and future economic strains.

The Mid-Ohio Valley Fellowship Home, Inc. has taken steps to ensure its long-term viability. Along with a solid financial footing we have strong leadership, established programs and services. We are a mission-directed organization which uses our vision of loosening the grips of addiction within people's lives through our mission of offering a safe, supportive residential recovery program.

Our Board of Directors is fully engaged and supportive of the organization. The Executive Director takes an active role in the everyday operations of the agency. We have been in the community since 1971.

We utilize sound financial practices, with monthly operational accounting through Suttle & Stalnaker, and a yearly audit through Alice Harris, CPA. We report quarterly and yearly to the WV DHHR, our largest funder.

With the most recent economic downturn, we have reviewed our revenue base and work towards having diverse funding sources, as well as continually exploring new resources and considering new public partnerships and joint efforts for key projects essential to the organization's mission. We have retained good relationships with our funders—relationships based on mutual respect, transparency and integrity.

The position that will be created through this grant is a critical need for the MOVFH at this time in its development. Because the MOVFH recognizes that it is difficult to obtain grants to support personnel costs, the MOVFH will revise its budget to cover this position, while it simultaneously seeks additional funds to support other operating costs that are more likely to be grant-supported, e.g., programmatic costs for direct client-benefit items, such as food or supplies. This grant from the Justice Assistance Grant will give the Mid-Ohio Valley Fellowship Home the time and funds needed to make the budget transition and develop sources to support other programmatic costs.

Our current program revenues:

WV DHHR BHF (WV State) Funds - \$255,419

United Way (Parkersburg, Marietta) - \$22,000

Food Stamps- \$23,500

Resident Rent- \$30,820

Misc. Grant Income- \$45,628



<b>West Virginia Justice Assistance Grant Program Application</b>	<b>Other Required Program Information Attachment C</b>
---	--

A copy of the following information must be submitted (as applicable) with this attachment in order for the application to be complete. Please refer to page xvii of the application instructions for more details:

1. **Current Task Force Memorandum of Understanding**
2. **Law Enforcement Entry Level Salary Certifications**
3. **Prevention Resource Officer Board of Education Agreement**
4. **Memo of IBR Compliance from West Virginia State Police** (all city, county, and state agencies are required to have this. If multiple cities or counties are covered under this application, a Memo must be provided for EACH participating agency)
5. **501c3 Documents and Articles of Incorporation**
6. **Active CCR Documentation**

APRIL 30, 2012

4/30/12  
70/65

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$715.00 OF WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE ENFORCING THE UNDERAGE DRINKING LAW GRANT NUMBER 11-EUD-015.

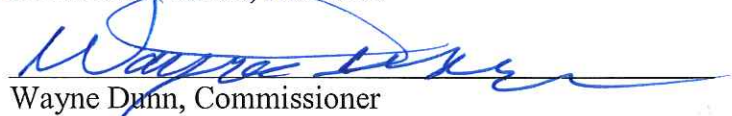
**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of seven hundred fifteen dollars and zero cents (\$715.00) which represents reimbursement to Wood County for expenses incurred during the month of February, 2012 in regard to the Enforcing the Underage Drinking Laws Grant Number 11-EUD-015. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 70, at Page 39 and bearing the date of March 15, 2012 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President  
\_\_\_\_\_  
Wayne Dunn, Commissioner  
\_\_\_\_\_  
Stephen Gainer, Commissioner

4/30/12  
70/66

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE GRANT CONTRACT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM FOR CAPITAL IMPROVEMENTS AT THE MID-OHIO VALLEY REGIONAL AIRPORT.


**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and passed, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Program Contract in regard to the Governor's Community Partnership Grant Program application for the Mid-Ohio Valley Regional Airport Capital Improvement Project #12LEDA0246 in the amount of twelve thousand dollars and zero cents (\$12,000.00).

Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY:

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

M/1926



APRIL 30, 2012

4/30/12  
70/66

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

**RESOLUTION**

**WHEREAS**, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

**WHEREAS**, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

**WHEREAS**, the County Commission of Wood County is an eligible applicant; and

**WHEREAS**, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

**WHEREAS**, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,

**NOW THEREFORE, BE IT RESOLVED**, that David Blair Couch, in his official capacity as President, is AUTHORIZED to execute the Grant Program Contract in regard to the Governor's Community Partnership Program application for the following project:

**MOV REGIONAL AIRPORT CAPITAL IMPROVEMENTS (12LEDA0246) - \$12,000.00**

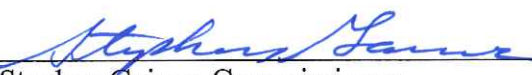
**RESOLVED** this 30<sup>th</sup> day of **APRIL, 2012**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on April 30, 2012.

\_\_\_\_\_  
Jamie Six, County Clerk



APRIL 30, 2012

4/30/12  
70/66

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ADVOCATE GRANT NUMBER 10-VA-040. SAID REQUEST IS IN THE AMOUNT OF \$3,231.10.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Advocate Grant Number 10-VA-040. The Request for Reimbursement is in the amount of three thousand two hundred thirty-one dollars and ten cents (\$3,231.10) for the month of March, 2012. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, Tiffany Kiger; Time Sheets for the Assistant Victim Advocate, Clarence Hodge; Monthly Progress Reports and the Monthly Statistical Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.


Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Wayne Dunn, Commissioner

  
Stephen Gainer, Commissioner

M/1927

4/30/12  
70/66

<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
---	--------------------------------------

<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203
	Parkersburg, WV 26101
	Project #: 10-VA-040
	FEIN#: 556 000 417
Funds are hereby requested to cover expenditures	
FROM: 3/1/12 TO: 3/31/12	

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
Personnel/Contractual	\$3,231.10
Travel/Training	
Space	
Other	
<b>TOTAL</b>	<b>\$3,231.10</b>

**CERTIFICATION:**

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission  
 TYPED NAME & TITLE

SIGNATURE

4/30/12

DATE

(Authorized Official or Grant Financial Officer ONLY)

**DCJS USE ONLY**

**ADMINISTRATIVE APPROVAL:**

This request is approved in the amount of \$ \_\_\_\_\_  
Initials Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

4/30/12  
70/66

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,  
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN  
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER  
12-CCPT-04. SAID REQUEST IS IN THE AMOUNT OF \$3,621.92.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Pre-Trial Diversion Program Grant Number 12-CCPT-04. Reimbursement is in the amount of three thousand six hundred twenty-one dollars and ninety-two cents (\$3,621.92) for the month of March, 2012. In addition to the Request for Reimbursement, the Grant Progress Report, the Contractor Time Sheets and the Project Financial Report are being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof.


Documentation pertaining to the Pre-Trial Diversion Program is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

M/1928



WEST VIRGINIA  
Division of Criminal Justice Services

Request for  
Reimbursement

4/30/12  
70/66

RECEIVED  
(For DCJS Use Only)

Subgrantee: Wood County Commission

Address: One Court Square, Suite 203  
Parkersburg, WV 26101

Project #: 12-CCPT-04

FEIN#: 556 000 417

Funds are hereby requested to cover expenditures

FROM: 3/1/12 TO: 3/31/12

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$3,621.92
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
TOTAL	\$3,621.92

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission

TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)

SIGNATURE

4/30/12

DATE

DCJS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ \_\_\_\_\_  
Initials \_\_\_\_\_ Date \_\_\_\_\_

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant



4/30/12  
70/67

APRIL 30, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER A LEASE  
AGREEMENT BE DRAWN UP WITH WVU-P REGARDING  
HAPPY VALLEY FLOOD MITIGATION PROPERTIES

**ORDER**

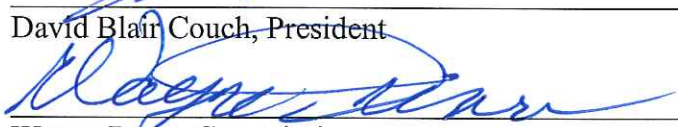
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby ORDER that all future properties obtained by the Commission through the Happy Valley Flood Mitigation Program will be leased to West Virginia University at Parkersburg (WVU-P) to be utilized in their agriculture program. The Commission further ORDERED that as current leases and severed leases become available through said program they will also be made available to WVU-P for the same application.


Information relating to the Happy Valley Flood Mitigation Project is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

M/1929