

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 16, 2018

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
ROBERT K. TEBAY, COMMISSIONER  
JAMES COLOMBO, COMMISSIONER

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

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the County Commission, upon a motion duly made, seconded and passed, approved the hiring of Carla Archer for the Wood County Day Report Center.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:02 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY




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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled April 16, 2018.

Wood County Commission Meeting  
Held April 16, 2018

**Please Print**

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Wood County Commission  
Agenda

4/16/2018

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire – Carla Archer as a Case Manager at the Wood County Day Report Center - \$30,000.00/yr	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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**Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached**

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**Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting**

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Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

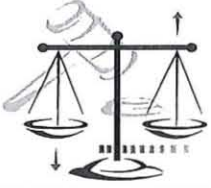
Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials





# MID-OHIO VALLEY DAY REPORT CENTER

Wood County Office: 1531 Garfield Ave, Parkersburg, WV 26101

304-422-8570 \* Fax: 304-422-8579

To: Wood County Commission  
From: Hernando Escandón, DRC Director *HE*  
Date: 4/12/18  
Re: Wood County DRC Request to Hire

Please regard this notice as my request to hire Carla Archer a full-time case manager/case manager for our Wood County site at an annual salary of \$30,000. If this request is approved, Ms. Archer is available to begin her employment with the DRC on May 1, 2018.

The request to hire Ms. Archer is precipitated by the need to replace Sherry Wise, who recently submitted her resignation as full-time case manager. I will be happy to provide any other information which you deem necessary in order to act on this request as quickly as possible.

RE  
APR 12 2018  
Comm. *HE*

Mark Rhodes  
WOOD County 09:21:50 AM  
Instrument No 8782525  
Date Recorded 04/16/2018  
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Book-Page 74-881