



AGENDA

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL** – Donald Myers, Jason Renshaw, Patrick Fabian, Myra Miller
3. **PLEDGE OF ALLEGIANCE**
4. **WELCOME VISITORS**

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.

5. **APPROVAL OF MINUTES** – Salary Board Meeting held on May 18, 2022.
6. **PROBATION – Regina Himes / President Judge James Panchik**

- a. **13429** Action on the recommendation to acknowledge the appointment/reassignment of Courtney Hornberger from full-time Juvenile Probation Department Clerk II at \$11.86 per hour to full-time Adult Probation Office Manager at \$15.00 per hour effective June 1, 2022. Position start date will be June 5, 2022. (Created on PAF 13380)
- b. **13430** Action on the recommendation to create a full-time Adult Probation Administrative Assistant I position at Non-Supervisory Pay Grade 9 (\$11.28 to \$14.72 per hour) effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties.
- c. **13431** Action on the recommendation to acknowledge the appointment/reassignment of Ka Ammerman from full-time Adult Probation Department Clerk II at \$11.49 per hour to full-time Adult Probation Administrative Assistant I at \$14.00 per hour effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties. Position start date will be June 5, 2022. (Created on PAF 13430)
- d. **13432** Action on the recommendation to create a full-time Adult Probation Department Clerk III position at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties.
- e. **13433** Action on the recommendation to acknowledge the appointment/reassignment of Annette Bowser from full-time Adult Probation Secretary I at \$11.40 per hour to full-time Adult Probation Department Clerk III at \$13.58 per hour (Step I) effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties. Position start date will be June 5, 2022. (Created on PAF 13432)

NOTE: During any properly scheduled public/open meeting, the Board may discuss, make motions, vote to approve or disapprove, vote to table, adopt, reject, reaffirm, rescind, rearrange the order of the agenda items, or take no action on any agenda item or matter.

- f. **13434** Action on the recommendation to approve a salary adjustment for full-time Adult Probation Administrative Assistant II Pamela Bundy from \$16.19 per hour to \$18.19 per hour effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties. Salary increase will be effective June 5, 2022.
- g. **13435** Action on the recommendation to approve a salary adjustment for full-time Juvenile Probation Department Clerk III Jacqueline Johnston from \$13.96 per hour to \$15.47 per hour effective June 1, 2022, due to reorganization of support staff and the redistribution of job duties. Salary increase will be effective June 5, 2022.

7. REGISTER & RECORDER – Marianne Hileman

- a. **13424** Action on the recommendation to recreate a full-time Recorder of Deeds Department Clerk I position at \$10.25 per hour effective June 1, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13423)
- b. **13425** Action on the recommendation to acknowledge the appointment/reassignment of Ruth King from full-time Department Clerk I in Register of Wills to full-time Department Clerk I in Recorder of Deeds at \$10.25 per hour (current rate) effective June 21, 2022, per the Teamsters' Collective Bargaining Agreement. Position start date will be June 26, 2022 (Created on PAF 13424)
- c. **13426** Action on the recommendation to recreate a full-time Register of Wills Department Clerk I position at \$10.25 per hour effective June 1, 2022, per the Teamsters' Collective Bargaining Agreement. (Appointment/reassignment on PAF 13425)

8. SHERIFF – Frank Pitzer

- a. **13410** Action on the recommendation to recreate a full-time Department Clerk II position at \$10.25 per hour effective June 1, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13409)

9. AREA AGENCY ON AGING – Janet Talerico

- a. **13427** Action on the recommendation to approve the reclassifications (per the attached list) for all positions in the Area Agency on Aging Department effective June 1, 2022.
- b. **13428** Action on the recommendation to approve salary adjustments (per the attached list) for employees of the Area Agency on Aging staff effective June 1, 2022, due to the reclassification of positions on PAF 13427. Salary adjustments are funded 100% by Aging Grant funding. Salary adjustments will be effective June 5, 2022.

10. ASSESSMENT – Troy Straitiff

- a. **13436** Action on the recommendation to recreate a full-time Office Manager position at Supervisory Pay Grade 8 (\$13.53 to \$17.65 per hour) effective June 1, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13408)

The next Salary Board Meeting is scheduled for June 15, 2022.

11. BELMONT – Gary Montebell

- a. **13416** Action on the recommendation to create two (2) temporary/seasonal casual part-time Swim Team Coach positions at \$7.25 per hour effective June 1, 2022, for the 2022 Pool Season.
- b. **13419** Action on the recommendation to approve the hiring of Noah Kimmel to a temporary/seasonal casual part-time Belmont Worker position at \$9.40 per hour effective June 1, 2022, pending successful completion of pre-employment screenings. (Created on PAF 10777)

12. HUMAN RESOURCES / PAYROLL

- a. **13376** Action on the recommendation to approve a salary adjustment for full-time Payroll Technician II Lorie McCann from \$16.57 per hour to \$17.57 per hour effective June 1, 2022, due to increased management of the timekeeping system and ensuring payroll compliance with eight (8) County collective bargaining agreements, each having unique payroll guidelines. Salary increase will be effective June 5, 2022.

13. JAIL – Prison Board/Acting Warden Hicks

- a. **13418** Action on the recommendation to recreate a full-time Corrections Officer position at \$16.00 per hour effective June 1, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13176)
- b. **13437** Action on the recommendation to approve a salary adjustment for full-time Office Manager Christine Creel from \$11.69 per hour to \$18.00 per hour effective June 1, 2022, per recommendation of Prison Board due the reorganization of the Administrative staff at the Jail. Salary increase will be effective May 25, 2022.

14. OTHER BUSINESS

15. SALARY BOARD – CONCERNS OR COMMENTS

16. PUBLIC COMMENT

VISITORS ARE WELCOME TO COMMENT ON ANY AGENDA OR NON-AGENDA ITEMS AT THIS TIME UNDER THE DIRECTION OF THE CHAIRMAN. INDIVIDUALS WILL BE ALLOWED TO SPEAK UP TO FIVE (5) MINUTES AND GROUPS UP TO FIFTEEN (15) MINUTES TO SPEAK. COMPLETED WRITTEN FORMS WILL BE COLLECTED AS REQUIRED BY COUNTY POLICY.

17. ADJOURNMENT

The next Salary Board Meeting is scheduled for June 15, 2022.

AREA AGENCY ON AGING - JOB RECLASSIFICATION WORKSHEET (MARCH 2022)

EMPLOYEE	POSITION	CURRENT WAGES (3M22)		RESTRUCTURE PROPOSAL	
		HOURLY	@ 1820 hrs	HOURLY	@ 1820 hrs
		TALERICO, JANET D	EXECUTIVE DIRECTOR - AAA	\$ 34.00	\$ 61,880.00
DINUNZIO, SUE ANN IT	IT TECH - AAA	\$ 12.80	\$ 23,296.00	\$ 18.93	\$ 34,452.60
MOSLEY, KATHERINE FISCAL	FISCAL OFFICER 2 - AAA	\$ 17.62	\$ 32,068.40	\$ 22.71	\$ 41,332.20
VACANT - V COLEMAN	AGING CARE MANAGER SUPERV	\$ 19.04	\$ 34,652.80	\$ 23.15	\$ 42,133.00
VACANT	AGING CASE AIDE II	\$ 9.74	\$ 17,726.80	\$ 13.06	\$ 23,769.20
SHAFFER, LISA	AGING CARE MGR SUPERVISOR	\$ 18.79	\$ 34,197.80	\$ 21.20	\$ 38,584.00
WELLS, CHARLOTTE	SENIOR CENTER MGR SUPERVI	\$ 14.06	\$ 25,589.20	\$ 20.18	\$ 36,727.60
WHEELER, LAUREN	AGING CARE MGR SUPERVISOR	\$ 19.41	\$ 35,326.20	\$ 21.20	\$ 38,584.00
BAKER, DAVID	AGING CARE MGR 2	\$ 18.89	\$ 34,379.80	\$ 20.59	\$ 37,473.80
BAKER, LINDSAY	AGING CARE MGR 1 (IS 2)	\$ 15.72	\$ 28,610.40	\$ 19.48	\$ 35,453.60
OSERE, ELIOMA	AGING CARE MGR 2	\$ 15.42	\$ 28,064.40	\$ 18.93	\$ 34,452.60
COCHRAN, CARRIE L	AGING CARE MGR 2	\$ 16.21	\$ 29,502.20	\$ 20.03	\$ 36,454.60
COOK, LINDA	AGING CARE MGR 2	\$ 15.72	\$ 28,610.40	\$ 18.93	\$ 34,452.60
N/A VACANT-RECREATE AT ACM1	AGING CARE MGR 1	\$ 15.11	\$ 27,500.20	\$ -	\$ -
RUSSICK, PHILLIP	AGING CARE MGR 2	\$ 15.72	\$ 28,610.40	\$ 18.93	\$ 34,452.60
HELM, CORRINA	AGING CARE MGR 2	\$ 14.84	\$ 27,008.80	\$ 18.93	\$ 34,452.60
VACANT - AREA CARE MGR	AGING CARE MGR 1	\$ 13.06	\$ 23,769.20	\$ 16.68	\$ 30,357.60
VACANT - AREA CARE MGR	AGING CARE MGR 1	\$ 13.06	\$ 23,769.20	\$ 16.68	\$ 30,357.60
VACANT - AREA CARE MGR	AGING CARE MGR 1	\$ 13.06	\$ 23,769.20	\$ 16.68	\$ 30,357.60
VACANT - AREA CARE MGR (KENNEDY)	AGING CARE MGR 1	\$ 13.06	\$ 23,769.20	\$ 16.68	\$ 30,357.60
BUNDY, CHARLENE	DEPT CLERK 1	\$ 9.93	\$ 18,072.60	\$ 12.22	\$ 22,240.40
CONTRAE, JAMES	CUSTODIAL WORKER 1	\$ 10.94	\$ 19,910.80	\$ 10.94	\$ 19,910.80
FENNELL, SANDRA A	SECRETARY 2	\$ 18.38	\$ 33,451.60	\$ 18.38	\$ 33,451.60
GEORGE, NICOLE	CLERK / RECEPTIONIST	\$ 9.75	\$ 12,675.00	\$ 12.22	\$ 22,240.40
DOUGAN, JOHN	FISCAL TECH	\$ 11.62	\$ 21,148.40	\$ 18.93	\$ 34,452.60
VACANT	ADMINISTRATIVE ASSISTANT	\$ 12.43	\$ 22,622.60	\$ 16.68	\$ 30,357.60
VACANT (BOOHER)	SENIOR CENTER MGR 1	\$ 9.86	\$ 14,868.88	\$ 12.43	\$ 18,744.44
BOHAN, LAURETA	SENIOR CENTER MGR 1	\$ 8.83	\$ 8,264.88	\$ 12.80	\$ 11,980.80
KACMAR, JOSEPH	SENIOR CENTER MGR 1	\$ 9.19	\$ 13,858.52	\$ 13.18	\$ 19,875.44
VACANT - SR CENTER MGR (APL)	SENIOR CENTER MGR 1	\$ 8.67	\$ 13,074.36	\$ 12.43	\$ 18,744.44
COSGROVE, ELIZABETH	SENIOR CENTER MGR 1	\$ 8.83	\$ 13,315.64	\$ 12.80	\$ 19,302.40
FISCUS, LINDA	SENIOR CENTER MGR 1	\$ 8.42	\$ 12,697.36	\$ 12.43	\$ 18,744.44
VACANT - SR CENTER MGR (LCHB)	SENIOR CENTER MGR 1	\$ 8.42	\$ 12,697.36	\$ 12.43	\$ 18,744.44
STRAUGHN, RAYMOND	SENIOR CENTER MGR 1	\$ 8.42	\$ 12,697.36	\$ 12.43	\$ 18,744.44
PARKS, VICTORIA M	SENIOR CENTER MGR 1	\$ 10.44	\$ 15,743.52	\$ 13.55	\$ 20,433.40
VACANT - SR CENTER MGR (BB)	SENIOR CENTER MGR 1	\$ 8.42	\$ 5,254.08	\$ 12.43	\$ 7,756.32
SAYE, DARLA	SENIOR CENTER MGR 1	\$ 9.67	\$ 12,068.16	\$ 13.18	\$ 19,875.44
SHROUT, ROSEMARY M	SENIOR CENTER MGR 1	\$ 9.65	\$ 12,545.00	\$ 13.18	\$ 17,134.00
VACANT - CUSTODIAL	CUSTODIAL WORKER 1	\$ 10.00	\$ 7,800.00	\$ 10.00	\$ 7,800.00
MAFFEI, CAROLYN M	COMMUNITY HEALTH NURSE 1	\$ 23.31	\$ 9,696.96	\$ 23.31	\$ 9,696.96
		\$ 884,563.68		\$ 1,088,309.56	

AAA PROPOSED UPDATED: 5/23/2022) *RATES BASED ON OTHER 6TH CLASS AAA'S COMPILED DATA THEN ADJUSTED FOR CO PAYGRADE STRUCTURE

1) PART-TIME HOURS PER YEAR HAVE BEEN ADJUSTED FROM 1820 TO THE PT EMPLOYEES' ACTUAL HOURS PER YEAR

2) FOR FILLED POSITIONS USED FORMULA:
 UNDER 1 YR - AT START RATE
 1 YEAR TO 5 YEARS: 3%>
 5 YRS 1 MONTH TO 10 YEARS: 6%>
 10 YRS 1 MONTH TO 15 YEARS: 9%>
 15 YRS 1 MONTH AND OVER CAPPED AT 12%

3) ALL BUT 2 STAFF HAVE CURRENT RATES THAT ARE OVER THE 6TH CLASS COUNTIES AAAs' AVERAGE WITH ADJUSTMENTS FOR TIME IN POSITION FORMULA

*SANDY FENNELL (START RATE 15.13 PLUS 12% OVER 15 = 16.95) KEEP AT CURRENT RATE OF \$18.38
 * CAROLYN MAFFEI (START RATE OF 18.38 PLUS 9% OF 1.65 = 20.03) KEEP AT CURRENT RATE OF \$23.31

POSITION	CURRENT PAY GRADE	CURRENT SALARY RANGE	PROPOSED PAY GRADE	PROPOSED SALARY RANGE
EXECUTIVE DIRECTOR - AAA	SPG 19	\$42,262.40 to \$54,982.20	S PG 26	\$65,956.80 to \$86,067.80
IT TECH - AAA	NSPG 11	\$12.43 to \$16.22	NS PG 19	\$18.38 to \$23.99
FISCAL OFFICER 2 - AAA	SPG 12	\$29,957.20 to \$39,093.60	S PG 18	\$40,131.00 to \$52,343.20
AGING CARE MANAGER SUPERVISOR II	SPG 15	\$34,652.80 to \$45,190.60	S PG 19	\$42,262.40 to \$54,982.20
AGING CASE AIDE II	NSPG 6	\$9.74 to \$12.71	NS PG 12	\$13.06 to \$17.04
AGING CARE MGR SUPERVISOR 1	SPG 13	\$31,431.40 to \$41,022.80	S PG 16	\$36,400.00 to \$47,538.40
SENIOR CENTER MGR SUPERVISOR	SPG 7	\$23,459.80 to \$30,630.60	S PG 15	\$34,652.80 to \$45,190.60
AGING CARE MGR SUPERVISOR 1	SPG 13	\$31,431.40 to \$41,022.80	S PG 16	\$36,400.00 to \$47,538.40
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 1 (IS 2)	NSPG 12	\$13.06 to \$17.04	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 1	NSPG 12	\$13.06 to \$17.04	-	
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 2	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99
AGING CARE MGR 1	NSPG 12	\$13.06 to \$17.04	NS PG 17	\$16.68 to \$21.77
AGING CARE MGR 1	NSPG 12	\$13.06 to \$17.04	NS PG 17	\$16.68 to \$21.77
AGING CARE MGR 1	NSPG 12	\$13.06 to \$17.04	NS PG 17	\$16.68 to \$21.77
AGING CARE MGR 1	NSPG 12	\$13.06 to \$17.04	NS PG 17	\$16.68 to \$21.77
DEPT CLERK 1	NSPG 4	\$8.84 to \$11.55	NS PG 10	\$11.86 to \$15.49
CUSTODIAL WORKER 1	NSPG 2	\$8.01 to \$10.46	N/A -bargaining unit position	
SECRETARY 2	NSPG 7	\$10.23 to \$13.38	NS PG 15	\$15.13 to \$19.75
CLERK / RECEPTIONIST	NSPG 4	\$8.84 to \$11.55	NS PG 10	\$11.86 to \$15.49
FISCAL TECH	NSPG 9	\$11.28 to \$14.72	NS PG 19	\$18.38 to \$23.99
ADMINISTRATIVE ASSISTANT	NSPG 11	\$12.43 to \$16.22	NS PG 17	\$16.68 to \$21.77
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
SENIOR CENTER MGR 1	NSPG 3	\$8.42 to \$10.98	NS PG 11	\$12.43 to \$16.22
CUSTODIAL WORKER 1	NSPG 2	\$8.01 to \$10.46	N/A -bargaining unit position	
COMMUNITY HEALTH NURSE 1	NSPG 14	\$14.41.to \$18.81	NS PG 19	\$18.38 to \$23.99