



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 August 17, 2022.

6. **DOMESTIC RELATIONS – Denise Brumbaugh / President Judge James Panchik**

- a. **13549** Action on the recommendation to recreate a full-time Investigator position at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective September 7, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13548)
- b. **13566** Action on the recommendation to approve a temporary salary adjustment of \$1.07 per hour to \$36.67 per hour for Director Denise Brumbaugh effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- c. **13567** Action on the recommendation to approve a temporary salary adjustment of \$0.92 per hour to \$31.67 per hour for Assistant Director Sandra Wiser effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- d. **13568** Action on the recommendation to approve a temporary salary adjustment of \$3.00 per hour to \$23.86 per hour for Enforcement Officer Tamara Slease effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have

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.

assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.

- e. **13569** Action on the recommendation to approve a temporary salary adjustment of \$3.00 per hour to \$22.07 per hour for Enforcement Officer Cynthia Loughrey effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- f. **13570** Action on the recommendation to approve a temporary salary adjustment of \$3.00 per hour to \$13.23 per hour for Secretary II Corine Paugh effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- g. **13571** Action on the recommendation to approve a temporary salary adjustment of \$3.00 per hour to \$16.78 per hour for IFSA/UIFSA Secretary Antoinette Favero effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- h. **13572** Action on the recommendation to approve a temporary salary adjustment of \$3.00 per hour to \$20.21 per hour for Conference Officer Lisa Bittner effective September 7, 2022, due to (4) vacancies in the Domestic Relations Office. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as all vacant positions are filled. Temporary increases shall be reimbursed to the County General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.
- i. **13573** Action on the recommendation to recreate a full-time Administrative Assistant II position at Non-Supervisory Pay Grade 11 (\$12.43 to \$16.22 per hour) effective September 7, 2022, per the Teamsters' Collective Bargaining Agreement. (Termination on PAF 13550) Funding for this position shall be reimbursed to the General Fund 100% with Incentive Funds received in Domestic Relations from the Bureau of Child Support Enforcement.

The next Salary Board Meeting is scheduled for September 21, 2022.

7. CONTROLLER – Myra L. Miller

- a. **13539** Action on the recommendation to acknowledge the appointment of Eric Davis to a casual part-time Auditor/Accountant position at \$18.00 per hour effective September 7, 2022, pending successful completion of pre-employment screenings. (Created on PAF 13131)

8. PROTHONOTARY/CLERK OF COURTS – Brenda C. George

- a. **13542** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$17.13 per hour for full-time Microfilm Records Coordinator Bridget Ammerman effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.
- b. **13543** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$14.72 per hour for full-time Legal Secretary III/2nd Deputy Amber Drum effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.
- c. **13544** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$18.74 per hour for full-time Department Clerk III Marcia Uncapher effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.
- d. **13545** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$14.54 per hour for full-time Department Clerk II Kathy Reich effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.
- e. **13546** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$20.50 per hour for full-time Office Manager/1st Deputy Prothonotary Bonnie Rupp effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.
- f. **13547** Action on the recommendation to approve a temporary salary adjustment of \$2.00 per hour to \$16.48 per hour for full-time Department Clerk III Maria Teagarden effective September 7, 2022, due to (2) vacancies in the office of Prothonotary and Clerk of Courts. Employees have assumed additional duties due to the inability to fill vacant positions. Salary increase would be effective September 11, 2022. Adjustments to the salary will be made as vacant positions are filled.

The next Salary Board Meeting is scheduled for September 21, 2022.

- g. **13564** Action on the recommendation to create a casual part-time Secretary III position at \$10.00 per hour effective September 7, 2022.

9. TREASURER – Amanda C. Hiles

- a. **13561** Action on the recommendation to recreate a full-time Administrative Assistant I position at Non-Supervisory Pay Grade 9 (\$11.28 to \$14.72 per hour) effective September 7, 2022, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13538)

10. CHILDREN, YOUTH AND FAMILY SERVICES – Paula McClure

- a. **13537** Action on the recommendation to recreate a full-time Caseworker I position at \$28,000.00 per annum effective September 7, 2022, per the SEIU Collective Bargaining Agreement. (Voluntary resignation on PAF 13536)

11. JAIL – Warden Hicks

- a. **13526** Action on the recommendation to create a temporary part-time LPN position at \$17.95 per hour effective September 7, 2022, pending a fully-executed Memorandum of Understanding as agreed upon by the Teamsters.
- b. **13527** Action on the recommendation to approve the hiring of Theresa Luffey to a temporary part-time LPN position at \$17.95 per hour effective September 7, 2022, pending a fully-executed Memorandum of Understanding as agreed upon by the Teamsters and pending successful completion of pre-employment screenings. (Created on PAF 13526)
- c. **13528** Action on the recommendation to create a temporary full-time Lieutenant position at \$25.00 per hour effective September 7, 2022, pending fully-executed Memorandums of Understanding as agreed upon by the Teamsters and United Steel Workers.
- d. **13530** Action on the recommendation to create a temporary part-time LPN position at \$17.95 per hour effective September 7, 2022, pending a fully-executed Memorandum of Understanding as agreed upon by the Teamsters.
- e. **13552** Action on the recommendation to approve the reassignment of Kody McConnell from full-time Corrections Officer to temporary full-time Lieutenant at \$25.00 per hour effective September 7, 2022, pending fully-executed Memorandums of Understanding as agreed upon by the Teamsters and United Steel Workers.
- f. **13553** Action on the recommendation to approve a salary adjustment from \$23.00 per hour to \$21.75 per hour for full-time LPN Supervisor Emily Pearce (Skinner) effective September 11, 2022, at the request of Ms. Pearce (Skinner).

12. OTHER BUSINESS

13. SALARY BOARD – CONCERNS OR COMMENTS

The next Salary Board Meeting is scheduled for September 21, 2022.

14. 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.

15. ADJOURNMENT

The next Salary Board Meeting is scheduled for September 21, 2022.