



## **AGENDA**

1. **CALL MEETING TO ORDER** (This meeting may be recorded.)
2. **ROLL CALL – John W. Strate, Anthony G. Shea, Jr., Patrick Fabian, Tammie Gaff**
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 June 20, 2024.
6. **DISTRICT COURT 33-3-01 – Gary DeComo / President Judge James Panchik**
  - a. **14366** Action on the recommendation to recreate a temporary casual part-time Magisterial District Court Clerk position at \$15.00 per hour effective July 18, 2024. Position is needed to provide support to existing staff due to a medical leave of absence. Position will be abolished when full-time employee is returned to active status. (Voluntary resignation on PAF 14460)
7. **DOMESTIC RELATIONS – Denise Brumbaugh / President Judge James Panchik**
  - a. **14472** 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 July 18, 2024, per the Teamster's Collective Bargaining Agreement. The position will be filled at \$15.43 per hour (\$12.43 per hour at Step A plus \$3.00 per hour for short-staffing issues). The cost of this position is reimbursed 66% by the Incentive Funds received in Domestic Relations from the Bureau of Child Support. (Appointment/reassignment on PAF 14471)
8. **PROTHONOTARY/CLERK OF COURTS – Annette Bowser**
  - a. **14455** Action on the recommendation to acknowledge the appointment of Jill A. Toy, full-time Legal Secretary III, as 2<sup>nd</sup> Deputy Prothonotary and compensate with a salary adjustment of \$0.25 per hour increase for additional duties and responsibilities effective July 18, 2024. Her new rate will be \$16.38 per hour and position start date will be June 18, 2024.

*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.*

## 9. TREASURER – Amanda Hiles

- a. **14476** 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 July 18, 2024, per the Teamster's Collective Bargaining Agreement. (Voluntary resignation on PAF 13538) This recreate is due to the previous position remaining vacant for over a year without being filled and aging out of the system.

## 10. CHILDREN, YOUTH AND FAMILIES – Paula McClure

- a. **14448** Action on the recommendation to recreate a full-time Caseworker I position at \$31,200.00 per annum effective July 18, 2024, per the SEIU Collective Bargaining Agreement. (Voluntary resignation on PAF 14447)
- b. **14473** Action on the recommendation to abolish a full-time Clerk Typist III position created on May 16, 2024 (PAF 14370) at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective July 18, 2024. This position was created in lieu of a full-time Fiscal Tech position that had aged out of the system after a one-year vacancy.
- c. **14473** Action on the recommendation to create a full-time Fiscal Assistant position at Non-Supervisory Pay Grade 9 (\$11.28 to \$14.72 per hour) effective July 18, 2024, per the Teamsters' Collective Bargaining Agreement. These are Civil Service positions.
- d. **14474** Action on the recommendation to approve the reassignment of Kathryn Mederios from a full-time Clerk Typist position at \$11.23 per hour to a full-time Fiscal Assistant position at \$13.47 per hour (Step G) effective July 18, 2024, per the Teamsters' Collective Bargaining Agreement. (Created on PAF 14473) Position start date will be July 29, 2024.
- e. **14475** Action on the recommendation to recreate a full-time Clerk Typist I position at Non-Supervisory Pay Grade 7 (\$10.23 to \$13.38 per hour) effective July 18, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14474)

## 11. JAIL – Warden Hicks

- a. **14457** Action on the recommendation to recreate a full-time Corrections Officer position at \$18.00 per hour effective July 18, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14421)
- b. **14458** Action on the recommendation to recreate a full-time Corrections Officer position at \$18.00 per hour effective July 18, 2024, per the Teamsters' Collective Bargaining Agreement. (Reassignment on PAF 14349)

## 12. RECYCLING CENTER – George Skamai

- a. **14465** Action on the recommendation to recreate a casual part-time Recycling Specialist position at \$15.00 per hour effective July 18, 2024. (Voluntary resignation on PAF 14464)

## 13. OTHER BUSINESS

**The next Salary Board Meeting is scheduled for August 1, 2024.**

#### **14. SALARY BOARD – CONCERNS OR COMMENTS**

#### **15. 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.**

#### **16. ADJOURNMENT**

**The next Salary Board Meeting is scheduled for August 1, 2024.**