



AGENDA

1. CALL MEETING TO ORDER – this Salary Board Meeting may be recorded.

2. ROLL CALL – Patrick Fabian, Anthony Shea, John Strate, Tammie Gaff

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

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 March 20, 2025.

6. PROTHONOTARY/CLERK OF COURTS – Annette Bowser

- a. **14762** Action on the recommendation to recreate a full-time Legal Secretary III position at Non-Supervisory Pay Grade 10 (\$11.86 to \$15.49 per hour) effective April 15, 2025. (Voluntary resignation on PAF 14761)
- b. **14764** Action on the recommendation to approve a salary adjustment for Brittany Waldor, full-time Assistant Financial Officer, from \$14.25 per hour to \$15.00 per hour effective April 15, 2025, due to a voluntary resignation in the office. Ms. Waldor is being trained and assigned additional duties to attend court. Salary adjustment start date will be April 20, 2025.

7. ASSESSMENT – Cathleen Beere

- a. **14768** Action on the recommendation to create a full-time Department Clerk III position at Non-Supervisory Pay Grade 8 (\$10.73 to \$13.99 per hour) effective April 15, 2025, per the Teamsters Collective Bargaining Agreement. This position is being created in lieu of a full-time Office Manager position due to a restructuring of the Assessment Office. (Voluntary resignation on PAF 14750)

8. CHILDREN, YOUTH & FAMILIES – Paula McClure

- a. **14767** Action on the recommendation to approve the hiring of Dawson Delp to a full-time Social Services Aide position at \$13.38 per hour effective April 15, 2025, per the Teamsters' Collective Bargaining Agreement and pending successful completion of pre-employment screenings. (Created on PAF 14730)

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. COMMISSIONERS – Board of Commissioners

- a. **14769** Action on the recommendation to create a temporary casual part-time Intern position effective April 15, 2025. This is an unpaid internship in coordination with Indiana University of Pennsylvania and Commissioner Fabian.

10. JAIL – Warden Hicks

- a. **14718** Action on the recommendation to create a part-time Corrections Officer Intern position at \$17.00 per hour effective April 15, 2025. This position is being created in conjunction with Indiana University of Pennsylvania's Intern Program.
- b. **14756** Action on the recommendation to recreate a full-time Corrections Officer position at \$18.00 per hour effective April 15, 2025, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 14755)

11. PUBLIC WORKS – Roger McMillen

- a. **14763** Action on the recommendation to recreate a full-time Maintenance Worker III / Mechanic II position at Non-Supervisory Pay Grade 12 (\$13.06 to \$1704 per hour) effective April 15, 2025, per the Teamsters' Collective Bargaining Agreement. This position is needed to support current staff due to medical-related leaves of absence.

12. PUBLIC DEFENDER – Elizabeth Christopher

- a. **14757** Action on the recommendation to approve a temporary salary increase of \$3.00 per hour from \$19.21 per hour to \$22.21 per hour for full-time Paralegal Lorna Pasqualini effective April 15, 2025, due to one (1) vacancy in the Public Defender's office. Ms. Pasqualini has assumed additional job duties due to the vacancy. Adjustments to this salary increase will be made when the vacant position is filled. Funding is available for this position through the Public Defender's PCCD Grant. Should grant funding no longer be available, salary adjustments will be made based on pre-Grant wages. (Termination on PAF 14686) Salary adjustment will be retro to January 18, 2025.
- b. **14758** Action on the recommendation to create a full-time Office Manager position at Supervisory Pay Grade 9 (\$14.21 to \$18.54 per hour) effective April 15, 2025.
- c. **14758** Action on the recommendation to approve the reassignment of Lorna Pasqualini from full-time Paralegal at \$19.21 per hour to full-time Office Manager a base rate of \$21.21 per hour effective April 15, 2025. This will be her base rate once the temporary adjustment of \$2.00 per hour, due to one (1) vacancy in the Public Defender's Office, is removed from her pay (see PAF 14757). Funding is available for this position through the Public Defender's PCCD Grant. Should grant funding no longer be available, salary adjustments will be made based on pre-Grant wages. Position change and salary adjustment will be effective April 20, 2025.

The next Salary Board meeting is scheduled for May 15, 2025.

- d. **14759** Action on the recommendation to approve the reassignment of Johanna Jones from full-time Assistant Public Defender at \$64,000.00 per annum to full-time First Assistant Public Defender at \$89,000.00 per annum effective April 15, 2025, based on the disparity of pay between the Public Defender's Office and the District Attorney's Office. (Created on PAF 14592) The work done in the Public Defender's Office is vital for the protection of Constitutional Rights, and I am requesting that staff be compensated more appropriately. Position change and salary adjustment will be effective April 20, 2025.
- e. **14760** Action on the recommendation to reclassify the full-time Chief Public Defender position from Supervisory Pay Grade 23 (\$54,892.50 to \$71,623.50 per annum) to Supervisory Pay Grade 26 (\$70,668.00 to \$92,215.50 per annum) effective April 15, 2025.
- f. **14760** Action on the recommendation to approve a salary adjustment for full-time Chief Public Defender Elizabeth Christopher from \$75,000.00 per annum to \$100,000.00 per annum) effective April 15, 2025, due to disparity of wages. Salary adjustment will be effective April 15, 2025.

13. OTHER BUSINESS

14. SALARY BOARD – CONCERNS OR COMMENTS

15. PUBLIC COMMENT

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16. ADJOURNMENT

The next Salary Board meeting is scheduled for May 15, 2025.