

**MINUTES OF THE SALARY BOARD MEETING HELD ON
AUGUST 18, 2021**



The Armstrong County Salary Board Meeting was called to order by Commissioner Donald K. Myers at 9:00 a.m. in the Commissioners' Conference Room.

Roll Call:

Commissioner Myers	Present
Commissioner Renshaw	Present
Commissioner Fabian	Present
Controller Miller	Present

Also present: Chief Administrator Aaron Poole, Human Resource Manager Audrey Campbell, CYFS Fiscal Officer Carly Hileman, Maintenance Director Roger McMillen, Probation Assistant Director Chris Franceschi (OBO Regina Himes/President Judge James Panchik), Planning and Development Executive Director Darin Alviano, and Anne Cloonan, Leader Times (recording)

The Board recited the PLEDGE OF ALLEGIANCE to the Flag

There were no comments from visitors in attendance on agenda items.

It was moved by Mr. Renshaw and seconded by Mr. Fabian to approve the minutes from the Salary Board Meeting held on August 5, 2021. Motion carried unanimously.

PROBATION – Regina Himes/President Judge James Panchik

PAF 13016 Act on the recommendation to provide a salary adjustment for full-time Probation Officer Scott Patterson of \$6,000.00 per annum effective July 1, 2021, for providing DUI Coordinator services. An existing contract with ARC Manor expired June 30, 2021, and this service will be moved in-house effective July 1, 2021. Payment will be prorated through County payroll for \$3,000 to cover the remaining pays for 2021. Payment will be at \$230.77 per pay. Motion was made by Mr. Fabian and seconded by Ms. Miller to table. Motion carried unanimously. No action taken.

PAF 13017 Action on the recommendation to provide a salary adjustment for full-time Probation Officer Jennifer Smith of \$350.00 per class effective July 1, 2021, for providing Driving School Instructor services. An existing contract with ARC Manor expired June 30, 2021, and this service will be moved in-house effective July 1, 2021. Classes occur approximately once a month. Offenders will pay \$250.00 in advance to attend the class. Instructor fees will be paid 100% from funds collected from offenders. Motion was made by Mr. Fabian and seconded by Ms. Miller to table. Motion carried unanimously. No action taken.

PAF 13018 Action on the recommendation to provide a salary adjustment for full-time Probation Officers of \$35.00 per Court Reporting Network Evaluations effective July 1, 2021, for providing evaluation services. An existing contract with ARC Manor expired June 30, 2021, and this service will be moved in-house effective July 1, 2021. Evaluation fees will be paid in advance of the evaluation and evaluations must be completed prior to driving school attendance. Evaluation fee will be 100% funded through offender payment. Motion was made by Mr. Fabian and seconded by Ms. Miller to table. Motion carried unanimously. No action taken.

PAF 13082 was moved by Mr. Fabian and seconded by Ms. Miller to recreate a full-time Adult Probation Officer position at \$15.00 per hour effective August 18, 2021, per the ACAPE Collective Bargaining Agreement. (Voluntary resignation on PAF 13076) Motion carried unanimously.

PAF 13089 was moved by Ms. Miller and seconded by Mr. Fabian to recreate a full-time Adult Probation Officer/Veteran's Court Coordinator position at \$15.00 per hour effective August 18, 2021, per the ACAPE Collective Bargaining Agreement. (Voluntary resignation on PAF 13088) Motion carried unanimously.

CHILDREN, YOUTH AND FAMILIES

PAF 13081 was moved by Mr. Fabian and seconded by Mr. Renshaw to recreate a full-time Program Specialist position at Supervisory Pay Grade 13 (\$33,676.50 to \$43,953.00 per annum) effective August 18, 2021. (Voluntary resignation on PAF 13080) Motion carried unanimously.

JAIL - Warden Shaffer

PAF 13060 was moved by Ms. Miller and seconded by Mr. Fabian to recreate a casual part-time Certified Medication Technician position at \$15.00 per hour effective August 18, 2021. (Voluntary resignation on PAF 13059) Motion carried unanimously.

PAF 13067 was moved by Mr. Fabian and seconded by Ms. Miller to recreate a full-time Corrections Officer position at \$13.69 per hour effective August 18, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13066) Motion carried unanimously.

PAF 13075 was moved by Mr. Fabian and seconded by Ms. Miller to recreate a full-time Corrections Officer position at \$13.69 per hour effective August 18, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13074) Motion carried unanimously.

PAF 13085 was moved by Mr. Fabian and seconded by Ms. Miller to recreate a full-time Corrections Officer position at \$13.69 per hour effective August 18, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13084) Motion carried unanimously.

PUBLIC WORKS – Roger McMillen

PAF 13077 Action on the recommendation to recreate a full-time Maintenance Worker III position at Non-Supervisory Pay Grade 10 (\$11.86 to \$15.49 per hour) effective August 18, 2021, per the Teamsters' Collective Bargaining Agreement. (Voluntary resignation on PAF 13064) Motion was made by Ms. Miller and seconded by Mr. Renshaw to table. Motion carried unanimously. No action taken.

OTHER BUSINESS

PLANNING AND DEVELOPMENT – Darin Alviano

PAF 13039 was moved by Mr. Fabian and seconded by Ms. Miller to create a full-time Administrative Assistant II position at Non-Supervisory Pay Grade 11 (\$24,238.50 to \$31,629.00 per annum) effective June 7, 2021. Motion carried unanimously.

PAF 13039 was moved by Mr. Fabian and seconded by Ms. Miller to reassign Carol Bucko from Administrative Assistant I to Administrative Assistant II at \$30,712.50 per annum (Step I) effective July 7, 2021, due to assuming additional responsibilities and job duties. Motion carried unanimously.

SALARY BOARD COMMENTS

Mr. Fabian commented on changes to the Sunshine Law.

COMMENTS FROM VISITORS

NONE

ADJOURNMENT

There being no further business, it was moved by Mr. Fabian and seconded by Ms. Miller that the meeting be adjourned. Motion carried unanimously. Commissioner Myers declared the meeting adjourned at 9:19 a.m.

Myra L. Miller, Secretary
Armstrong County Controller

Attest: _____

Aaron Poole, Chief Administrator
Armstrong County Board of Commissioners