



## SALARY BOARD AGENDA

Thursday, March 3, 2022, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

[Register](#) online to receive a notification when meeting agendas are posted.

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I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Salary Board. For items not on the agenda, the Salary Board will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is *de minimus* in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

IV. MEETING MINUTES

Minutes from the Thursday, February 24, 2022 Salary Board Meeting.

**Action:** *APPROVE the Salary Board meeting minutes from Thursday, February 24, 2022.*

V. ACTION ON PERSONNEL ITEMS

A. Prothonotary

- i. Approve the elimination to the position of full-time Department Clerk 2 (75), Prothonotary, (p.c. #11, non-exempt), at SG-N06, effective March 3, 2022, pay period 6. Salary and benefit savings for 2022 \$77,377.07, annualized salary and benefit savings for 2023 \$19,642.011- Dept. 223.
- ii. Approve the proposed wage step increases for all Prothonotary staff, effective March 13, 2022, pay period 7. Salary and benefit savings for 2022 \$9,496.71, annualized salary and benefit budget impact for 2023 \$3,946.80 - Dept. 223.

**Action:** *APPROVE the Prothonotary items i-ii.*

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- B. ITS – Consider approval of the appointment for Tanya L. Hofford, full-time IT Operations Coordinator, ITS, (p.c. #02, exempt, new), at SG-S53A(01)--\$49,171.20/annum, effective March 28, 2022, pay period 8. Chief Information and Records Officer Chad Joyce is requesting that Ms. Hofford be approved at SG-S53S(19)--\$69,284.80/annum. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$11,449, annualized salary impact for 2023 \$7,205 - Dept. 142.

**Action:** *APPROVE the appointment for Tanya Hofford.*

- C. Commissioners – Consider approval of the appointment for Erin C. Good, full-time Staff Assistant Commissioners, Commissioners, (p.c. #12, non-exempt, replacing J. Savage), at SG-N10A(01)--\$16.16/hour, effective March 14, 2022, pay period 7. County Administrator Margaret Gray is requesting that Ms. Good be approved at SG-N10G(07)--\$18.09/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$10,838, annualized salary savings for 2023 \$707 - Dept. 111.

**Action:** *APPROVE the appointment for Erin Good.*

VI. ADJOURNMENT