



BOARD OF COMMISSIONERS AGENDA

Thursday, April 21, 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.

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 Board of Commissioners. For items not on the agenda, the Board of Commissioners 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

The Board will consider approving the minutes from the Thursday, April 14, 2022 Board of Commissioners meeting.

Action: *APPROVE the minutes from April 14, 2022.*

V. PROCLAMATION

Proclamation 13 of 2022 – Proclaiming **April 23-29, 2022** as **Justice Education Week** in Centre County.

Action: *ADOPT Proclamation 13 of 2022.*

VI. PERSONNEL ITEMS

A. Commissioners

- i. Consider approval of the personnel requisition for full-time Executive Office Supervisor, Commissioners, (p.c. #07, exempt, replacing N. Smith), at SG-S54, effective retro to April 14, 2022, pay period 9 – Dept. 111.

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- ii. Consider approval of the revisions to the job description for the position of Deputy County Administrator, Commissioners, S61, effective April 21, 2022, pay period 9 – Dept. 111.
- iii. Consider approval of the personnel requisition for full-time Deputy County Administrator, Commissioners, (p.c. #13, exempt, replacing J. Franek Jr.), at SG-S61, effective April 21, 2022, pay period 9 – Dept. 111.

Action: *APPROVE the Commissioners items i-iii.*

- B. Conservation District – Consider approval of extension #3 for the leave of absence for Daina Beckstrand, Nutrient Management Technician 2, Conservation District, (p.c. #08), effective retro from April 20, 2022, pay period 9 to (estimated) May 31, 2022, pay period 12 – Dept. 822.

Action: *APPROVE the leave of absence for Daina Beckstrand.*

- C. Correctional Facility – Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #80, non-exempt, replacing G. Krause), at SG-N10, effective retro to April 12, 2022, pay period 9 – Dept. 333.

Action: *APPROVE the personnel requisition for the Correctional Facility.*

- D. Emergency Communications 911

- i. Consider approval of the personnel requisition for on-call/occasional 911 Dispatcher-Public Safety Telecommunicator, Emergency Communications 911, (p.c. #28, non-exempt, replacing K. Seeger), at SG-N09, effective retro to April 19, 2022, pay period 9 – Dept. 354.
- ii. Consider approval of the appointment for Abigail M. Dale, on-call/occasional 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #28, non-exempt, replacing K. Seeger), at SG-N09E(05)--\$20.66/hour, effective April 26, 2022, pay period 10. Salary budget savings for 2022 \$2,746, annualized salary impact for 2023 \$472 - Dept. 354.
- iii. Consider approval of the appointment for Michaela R. Maynard, full-time 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #09, non-exempt, replacing K. Burd), at SG-N09E(05)--\$20.66/hour, effective May 9, 2022, pay period 11. Salary budget impact for 2022 \$7,526, annualized salary impact for 2023 \$4,160 - Dept. 354.
- iv. Consider approval of the appointment for Michael A. Pletcher, full-time 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #10, non-exempt, replacing C. McMonagle), at SG-N09E(05)--\$20.66/hour, effective May 9, 2022, pay period 11. Salary budget savings for 2022 \$12,368, annualized salary impact for 2023 \$4,160 - Dept. 354.

Action: *APPROVE the Emergency Communications items i-iv.*

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E. Human Services

- i. MH/ID/EI/D&A – Consider approval of the personnel requisition for full-time TASC Coordinator, MH/ID/EI/D&A, (p.c. #07, non-exempt, replacing P. Sheckler), at SG-N12, effective retro to April 18, 2022, pay period 9 – Dept. 562.

Action: *APPROVE the personnel requisition for MH/ID/EI/D&A.*

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Prothonotary

- i. Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #23, non-exempt, replacing L. Adams), at SG-N08, effective April 14, 2022, pay period 9 – Dept. 223.
- ii. Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #14, non-exempt, replacing K. Hauser), at SG-N08, effective April 19, 2022, pay period 9 – Dept. 223.

IX. NON-PERSONNEL ITEMS

Adult Services – Consider approval of a 30-day termination notice with Witt O’Brien’s consulting services for the Emergency Rental Assistance Program (ERAP). All objectives have been met and final deliverables have been provided to the department; no additional services have been requested or identified by either party at this time – Dept. 501.

Action: *APPROVE the 30-day termination notice with Witt O’Brien’s consulting services for the Emergency Rental Assistance Program (ERAP).*

X. EXECUTIVE SESSION REPORT

XI. QUESTIONS FROM THE PRESS

XII. ADJOURNMENT