



## BOARD OF COMMISSIONERS AGENDA

Thursday, May 11, 2023, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Belleville, 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 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 20, 2023 Board of Commissioners meeting.

Action: *APPROVE the minutes from April 20, 2023.*

### V. PROCLAMATIONS

Proclamation 22 of 2023 – Proclaiming May 8-12, 2023 as "Mount Nittany Health Week" in Centre County.

Action: *ADOPT Proclamation 22 of 2023 proclaiming May 8-12, 2023 as "Mount Nittany Health Week" in Centre County.*

Proclamation 23 of 2023 – Proclaiming May 2023 as "Asian Pacific American Heritage Month" in Centre County.

Action: *ADOPT Proclamation 23 of 2023 proclaiming May 2023 as "Asian Pacific American Heritage Month in Centre County.*

VI. PERSONNEL ITEMS

A. Conservation District

- i. Consider approval of the medical leave of absence for Administrative Assistant, Conservation District, (p.c. #10), effective from April 27, 2023, pay period 10 to May 7, 2023, pay period 11 – Dept. 822.
- ii. Consider approval of the appointment for Megan R. Kownurko, to temporary Resource Conservation Intern, Conservation District, (p.c. #15, non-exempt), at SG-02B(02)-- \$15.48/hour, effective May 15, 2023, pay period 11. Salary budget savings for 2023 \$3,542 – Dept. 822.

Action: *APPROVE the Conservation District items i-ii.*

B. Correctional Facility

- i. Consider approval of the medical leave of absence for Corrections Officer, Correctional Facility, (p.c. #86), effective from (estimated) June 8, 2023, pay period 13 to (estimated) July 19, 2023, pay period 16 – Dept. 333.
- ii. Consider approval of the appointment for Amy D. Lucas, to full-time Kitchen Supervisor, Correctional Facility, (p.c. #81, non-exempt), at SG-07A(01)--\$20.27/hour, effective May 15, 2023, pay period 11. Salary budget impact for 2023 \$25,946, annualized salary impact for 2024 \$42,162 - Dept. 333.

Action: *APPROVE the Correctional Facility items i-ii.*

C. Human Resources

- i. Grant paid absence time accruals, at rates set in the revised Paid Absence Time policy, for Paul Mackes and Kelly Stocks, effective retro to April 9, 2023, pay period 9 - Dept. 114.
- ii. Consider approval of the revisions to the Paid Absence Time policy, effective May 11, 2023, pay period 11 – Dept. 114.
- iii. Consider approval of the revisions to the Merit Hire policy, effective May 11, 2023, pay period 11 – Dept. 114.

Action: *APPROVE the Human Resources items i-ii.*

D. Human Services

i. Children & Youth Services

1. Consider approval of the funding and personnel requisition for the position of full-time Caseworker 3, C&YS, (p.c. #12, non-exempt), at SG-09A(01)-- \$22.64/hour, effective May 11, 2023, pay period 11. Salary budget savings for 2023 \$2,830, annualized salary savings for 2024 \$1,784 – Dept. 511.
2. Consider approval of the funding and personnel requisition for the position of full-time Caseworker 2, C&YS, (p.c. #56, non-exempt), at SG-08A(01)-- \$21.45/hour, effective May 11, 2023, pay period 11. Salary budget impact for 2023 \$31,294, annualized salary impact for 2024 \$41,828 – Dept. 511.

Action: *APPROVE the funding and personnel requisitions for C&YS.*

- ii. MH/ID/EI-D&A - Consider approval of the promotion/change in title for Kevin Fulcomer from full-time D&A Case Management Specialist, MH/ID/EI-D&A, (p.c. #03, non-exempt), at SG-07V(22)–\$28.39/hour to Casework Supervisor-D&A, MH/ID/EI-D&A, (p.c. #10, exempt), at SG-11J(10)–\$30.04/hour, effective May 21, 2023, pay period 12. Salary budget savings for 2023 \$1,120, annualized salary impact for 2024 \$3,860 - Dept. 562.

Action: *APPROVE the promotion for Kevin Fulcomer.*

- iii. Transportation - Consider approval of the appointment for Diane M. Gribble, to on-call/occasional Vehicle Operator, Transportation, (p.c. #27, non-exempt), at SG-03A(01)–\$15.81/hour, effective May 12, 2023, pay period 11. Salary budget savings for 2023 \$6,077, annualized salary savings for 2024 \$300 - Dept. 531

Action: *APPROVE the appointment for Diane Gribble.*

- E. Tax Assessment - Consider approval of the funding and personnel requisition for the position of full-time Homestead/Farmstead Coordinator/Field Data Collector, Tax Assessment, (p.c. #10, non-exempt), at SG-04A(01)–\$16.69/hour, effective May 11, 2023, pay period 11. Salary budget savings for 2023 \$1,749, annualized salary savings for 2024 \$645 – Dept. 121.

Action: *APPROVE the funding and personnel requisition for Homestead/Farmstead Coordinator/Field Data Collector.*

VII. JUDICIAL PERSONNEL ITEMS

- A. Probation- Consider approval of the medical leave of absence for Department Clerk 3 (80), Probation, (p.c. #16), effective from April 7, 2023, pay period 8 to April 16, 2023, pay period 9 – Dept. 301.

Action: *APPROVE the medical leave for Department Clerk 3 (80) p.c. #16.*

VIII. ROW OFFICE PERSONNEL ITEMS

- A. Sheriff - Consider approval of the funding and personnel requisition for the position of full-time Deputy Sheriff/Security, Sheriff, (p.c. #39, non-exempt), at SG-05A(01)–\$17.88/hour, effective May 11, 2023, pay period 11. Salary budget savings for 2023 \$15,049, annualized salary savings for 2024 \$745 – Dept. 211.

Action: *APPROVE the funding and personnel requisition for Deputy Sheriff/Security p.c. #39.*

IX. NON-PERSONNEL ITEMS

- A. Planning & Community Development – IDIS Online Access Request form to authorize Tammy Richard-Moyer of SEDA Council of Governments (SEDA COG) to access IDIS funds relative to Centre County’s Community Development Block Grant (CDBG) Entitlement Program – Dept. 151.

Action: *APPROVE the IDIS Online Access Request form.*

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Human Services

- B. Transportation – Consider approving and accepting the Medical Assistance Transportation Program (MATP) allocation for the fiscal year 2021-2022 in the amount of \$763,017– Dept. 531.

Action: *APPROVE the MATP allocation for the FY 21-22.*

- X. CONSENT AGENDA
- XI. EXECUTIVE SESSION REPORT
- XII. QUESTIONS FROM THE PRESS
- XIII. ADJOURNMENT