



SALARY BOARD AGENDA

Thursday, September 15, 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 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, September 8, 2022 Salary Board Meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday, September 8, 2022.*

V. ACTION ON PERSONNEL ITEMS

A. Human Resources

- i. Consider approval of the proposed salary scale, effective September 25, 2022, pay period 21.
- ii. Consider approval of the change in department and reclassification of Human Services Administrator, MH/ID/EI, (p.c. #03, exempt), at SG-21 to Human Services Administrator, Commissioners, (p.c. #05, exempt), at SG-22, effective September 25, 2022, pay period 21 – Dept. 111.
- iii. Consider approval of the reclassification to the position of Deputy County Administrator, Commissioners, (p.c. #13, exempt) from SG-21 to SG-22, effective September 25, 2022, pay period 21 (Currently occupied by N. Corman) – Dept. 111.
- iv. Consider approval of the reclassification to the position of Chief Financial Officer, Financial Management, (p.c. #01, exempt) from SG-21 to SG-22, effective September 25, 2022, pay period 21 (Currently occupied by J. MacIntyre) – Dept. 113.

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- v. Consider approval of the reclassification to the position of Chief Public Defender, Public Defender, (p.c. #01, exempt) from SG-21 to SG-22, effective September 25, 2022, pay period 21 (Currently occupied by D. Crowley) – Dept. 132.
- vi. Consider approval of the reclassification to the position of First Assistant District Attorney, District Attorney, (p.c. #02, exempt) from SG-21 to SG-22, effective September 25, 2022, pay period 21 (Currently occupied by S. McGraw) – Dept. 221.
- vii. Consider approval of the salary grade for the position of full-time Administrator MH/ID/EI D&A, MH/ID/EI, (p.c. #01, exempt), at SG-20, effective September 25, 2022, pay period 21 – Dept. 561.

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

B. Commissioners

- i. Consider approval of the promotion/change in title for Julia Sprinkle, Administrator 3 – C&YS, C&YS, (p.c. #01, exempt), at SG-20J(10)–\$45.58/hour to Human Services Administrator, Commissioners, (p.c. #05, exempt, replacing N. Corman), at SG-22H(08)–\$46.33/hour, effective October 9, 2022, pay period 22. Salary budget impact for 2022 \$5,680, annualized salary impact for 2023 \$2,933 - Dept. 111.
- ii. Consider approval of the creation of a full-time Communications Coordinator, Commissioners, (p.c. #08, exempt), at SG-12, effective September 15, 2022, pay period 20 – Dept. 111.

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

C. Human Services

i. Adult Services

- 1. Consider approval of the upgrade/reclassification/change in title to the position of full-time Director of Adult Services, Adult Services, (p.c. #01, exempt), from SG-18 to full-time Deputy Human Services Administrator, Adult Services, (p.c. #01, exempt), at SG-21, effective October 9, 2022, pay period 22 (currently occupied by Faith Ryan) – Dept. 501.
- 2. Consider approval of the change in pay rate for Faith Ryan, full-time Deputy Human Services Administrator, Adult Services, (p.c. #01, exempt), at SG-21A(01)–\$38.74/hour, effective October 9, 2022, pay period 22. Salary budget impact for 2022 \$7,243, annualized salary impact for 2023 \$16,078 - Dept. 501.

Action: *APPROVE the Adult Services items 1-2.*

- ii. Children & Youth Services - Consider approval of the temporary assignment for Leah Raker from Assistant Administrator 1 – C&YS, C&YS, (p.c. #25, exempt), at SG-18F(06)–\$36.78/hour to Interim Administrator 3- C&YS, C&YS, (p.c. #01, exempt, replacing J. Sprinkle), at SG-20A(01)–\$37.98/hour, effective October 9, 2022, pay period 22. Salary budget impact for 2022 \$5,656, annualized salary impact for 2023 \$1,040 - Dept. 511.

Action: *APPROVE the temporary assignment of Leah Raker to Interim Administrator 3-C&YS.*

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- iii. MH/ID/EI - Consider approval of the temporary assignment for Catherine Arbogast from County Drug & Alcohol Administrator 1, Drug & Alcohol, (p.c. #01, exempt), at SG-15U(21)--\$41.88/hour to Interim Administrator MH/ID/EI D&A, MH/ID/EI, (p.c. #01, exempt, replacing T. McDermott), at SG-20G(07)--\$42.77/hour, effective September 25, 2022, pay period 21. Salary budget impact for 2022 \$17,108, annualized salary impact for 2023 \$88,962 - Dept. 561.

Action: *APPROVE the temporary assignment of Catherine Arbogast to Interim Administrator MH/ID/EI D&A.*

VI. ADJOURNMENT