



SALARY BOARD AGENDA

Thursday, September 22, 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 15, 2022 Salary Board Meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday, September 15, 2022.*

V. ACTION ON PERSONNEL ITEMS

A. Courts

- i. Court Administration – Approve the rate for Erica R. Heane at SG-04A(01)--\$16.36/hour, effective October 3, 2022, pay period 21. President Judge Pamela Ruest is appointing Ms. Heane to full-time Department Clerk 3 (75), Court Administration, (p.c. #39, non-exempt, replacing L. Wagner). Salary budget savings for 2022 \$5,308, annualized salary impact for 2023 \$3,062 – Dept. 271.

Action: *APPROVE the rate for Erica Heane.*

- ii. Domestic Relations – Approve the exception to policy/promotion/change in title/department for Christopher Baughman from full-time TASC Coordinator, MH/ID/EI D&A, (p.c. #07, non-exempt), at SG-07A(01)--\$19.87/hour to full-time Enforcement Officer, Domestic Relations, (p.c. #15, non-exempt, replacing G. Danneker), at SG-08A(01)--\$21.03/hour, effective September 25, 2022, pay period 21. Salary budget savings for 2022 \$5,240, annualized salary impact for 2023 \$6,514 - Dept. 281.

Action: *APPROVE the exception to policy/promotion/change in title/department for Christopher Baughman.*

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iii. Probation

1. Approve the promotion/change in title for Nathan Shervinski, full-time School Based Juvenile Probation Officer-PO2, Probation, (p.c. #18, non-exempt), at SG-10B(02)--\$23.85/hour to full-time Juvenile Probation Supervisor, Probation, (p.c. #02, exempt, replacing T. Trude), at SG-13A(01)--\$26.88/hour, effective October 9, 2022, pay period 22. Salary budget savings for 2022 \$1,019, annualized salary savings for 2023 \$16,723- Dept. 301.
2. Approve the rate for Madison P. Allen at SG-04A(01)--\$16.36/hour, effective retro to September 19, 2022, pay period 20. President Judge Pamela Ruest is appointing Ms. Allen to full-time Department Clerk 3 (80), Probation, (p.c. #19, non-exempt, replacing L. Klobe). Salary budget savings for 2022 \$5,552, annualized salary impact for 2023 \$4,084 - Dept. 301.

Action: *APPROVE the Probation items 1-2.*

B. Correctional Facility

- i. Consider approval of the extension for the Centre County Correctional Facility Lieutenants to be paid overtime when working open Corrections Officers shifts only after 40 hours worked in a week has been met, effective October 1, 2022, pay period 21 through December 31, 2022, pay period 1. Salary budget impact for 2022 \$5,460 - Dept. 333.
- ii. Consider approval of the extension for the Centre County Correctional Facility Food Service Manager Kevin Brindle to be paid overtime when working open Kitchen Supervisor shifts only after 40 hours worked in a week has been met, effective October 1, 2022, pay period 21 through December 31, 2022, pay period 1. Salary budget impact for 2022 \$18,8235 - Dept. 333.

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

C. Sheriff

- i. Approve the promotion for Driss Benaija from full-time Deputy Sheriff/Security 60%, Sheriff, (p.c. #20, non-exempt), at SG-05A(01)--\$17.53/hour to full-time Deputy Sheriff/Security, Sheriff, (p.c. #18, non-exempt, replacing J. Ard), at SG-05A(01)--\$17.53/hour, effective September 25, 2022, pay period 21 (No change in pay rate). Salary budget impact for 2022 \$5,162, annualized salary impact for 2023 \$5,117 - Dept. 211.
- ii. Approve the change in status for Jeffrey Jones from part-time Deputy Sheriff/Security 60%, Sheriff, (p.c. #22, non-exempt), at SG-05C(03)--\$18.24/hour to part-time Deputy Sheriff/Security 40%, Sheriff, (p.c. #13, non-exempt, replacing L. Sharer), at SG-05C(03)--\$18.24/hour, effective September 25, 2022, pay period 21 (No change in pay rate). Salary budget savings for 2022 \$7,076, annualized salary impact for 2023 \$3,956- Dept. 211.
- iii. Approve the promotion for Ronald Schall from on-call/occasional Deputy Sheriff/Security, Sheriff, (p.c. #26, non-exempt), at SG-05D(04)--\$18.60/hour to part-time Deputy Sheriff/Security 60%, Sheriff, (p.c. #22, non-exempt, replacing J. Jones), at SG-05D(04)--\$18.60/hour, effective September 25, 2022, pay period 21 (No change in pay

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rate). Salary budget impact for 2022 \$1,614, annualized salary impact for 2023 \$4,031 - Dept. 211.

- iv. Approve the change in status for Robert Noel from full-time Deputy Sheriff/Security, Sheriff, (p.c. #16, non-exempt), at SG-05E(05)--\$18.98/hour to on-call occasional Deputy Sheriff/Security, Sheriff, (p.c. #26, non-exempt, replacing R. Schall), at SG-05E(05)--\$18.98/hour, effective October 9, 2022, pay period 22 (No change in pay rate). Salary budget impact for 2022 \$4,765, annualized salary impact for 2023 \$1,743 - Dept. 211.

Action: *APPROVE the Sheriff items i-iv.*

- D. Conservation District – Consider approval of the extension to the temporary on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, 48 hour), at SG-N14X(24)--\$30.00/hour, effective October 1, 2022, pay period 21 through December 31, 2022. Pay period 1 (Currently occupied by J. Wataha). Salary budget impact for 2022 \$7,920 , annualized salary impact for 2023 \$7,920 - Dept. 822

Action: *Approve the extension to the temporary Sr. Advisor position for Conservation District.*

- E. Human Services

- i. Aging – Consider approval of the temporary increase in hours to the position of Aging Case Aide 1, Aging, (p.c. #30, non-exempt), from 20 hours/week to 37.5 hours/week, effective September 25, 2022, pay period 21 through December 17, 2022, pay period 26 (Currently occupied by P. Mackes). Salary budget impact for 2022 \$2,127 - Dept. 521.

Action: *APPROVE the temporary increase in hours for pc #30 in Aging.*

- ii. Children & Youth Services – Consider approval of the promotion/change in title/department for Kevin Kiehl from full-time Ombudsman/Apprise Coordinator/Aging Care Manager 2 (80), Aging, (p.c. #07, non-exempt, 80 Hour), at SG-07F(06)--\$21.94/hour to full-time Caseworker 2, C&YS, (p.c. 37, non-exempt, replacing J. Yi, 75 Hour), at SG-08E(05)--\$22.76/hour, effective September 25, 2022, pay period 21. Administrator Julia Sprinkle is requesting that Mr. Kiehl be approved at SG-08G(07)--\$23.68/hour. Salary budget impact for 2022 \$1,646, annualized salary impact for 2023 \$13,221 - Dept. 511.

Action: *APPROVE the promotion/change in title/department for Kevin Kiehl.*

- F. Planning – Consider approval of the wage step increase for Betsy Barndt, full-time Sr. Planner 1 – Housing & Community Development, Planning, (p.c. #12, non-exempt), from SG-10F(06) --\$25.81/hour to SG-10H(08)--\$26.86/hour, effective September 25, 2022, pay period 21. Salary budget impact for 2022 \$446, annualized salary impact for 2023 \$2,457- Dept. 151.

Action: *APPROVE the wage step increase for Betsy Barndt.*

- VI. ADJOURNMENT