



## SALARY BOARD AGENDA

Thursday, April 7, 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, March 24, 2022 Salary Board Meeting.

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

V. ACTION ON PERSONNEL ITEMS

A. Prothonotary

- i. Approve the promotion/change in title for Ashley Efthimiou from full-time Department Clerk 3 (75), Prothonotary, (p.c. #18, non-exempt), at SG-N08I(09)--\$17.17/hour to full-time First Deputy Prothonotary, Prothonotary, (p.c. #15, non-exempt, replacing J. Esposito), at SG-S46B(02)--\$17.52/hour, effective April 10, 2022, pay period 9. Prothonotary Jeremy Breon is requesting that Ms. Efthimiou be approved at SG-S46F(06)--\$18.88/hour. Salary budget impact for 2022 \$186, annualized salary impact for 2023 \$2,829 - Dept. 223.

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- ii. Approve the promotion/change in title for Jennifer Bletz from full-time Records Coordinator (75), Prothonotary, (p.c. #22, non-exempt), at SG-N10G(07)--\$18.09/hour to full-time First Deputy Prothonotary, Prothonotary, (p.c. #02, non-exempt, replacing L. Kerschner), at SG-S46E(05)--\$18.53/hour, effective April 10, 2022, pay period 9. Prothonotary Jeremy Breon is requesting that Ms. Bletz be approved at SG-S46F(06)-\$18.88/hour. Salary budget savings for 2022 \$9,962, annualized salary impact for 2023 \$2,122 - Dept. 223.
- iii. Approve the rate for Sierra L. Huntington at SG-N08A(01)--\$14.79/hour, effective April 11, 2022, pay period 9. Prothonotary Jeremy Breon is appointing Ms. Huntington to full-time Department Clerk 3 (75), Prothonotary, (p.c. #24, non-exempt, replacing E. Morrin). Prothonotary Jeremy Breon is requesting that Ms. Huntington be approved at SG-N08D(04)--\$15.65/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$118, annualized salary impact for 2023 \$1,677 - Dept. 223.
- iv. Approve the rate for Kate M. Hughes at SG-N08A(01)--\$14.79/hour, effective April 18, 2022, pay period 9. Prothonotary Jeremy Breon is appointing Ms. Hughes to full-time Department Clerk 3 (75), Prothonotary, (p.c. #25, non-exempt, replacing M. Evock). Prothonotary Jeremy Breon is requesting that Ms. Hughes be approved at SG-N08G(07)--\$16.53/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$7,713, annualized salary impact for 2023 \$1,677 - Dept. 223.

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

**B. Sheriff**

- i. Approve the promotion/change in title for Jonathan Muss from full-time Deputy Sheriff/Airport Security 2, Sheriff, (p.c. #37, non-exempt, 75 Hour), at SG-N11A(01)--\$16.90/hour to full-time Deputy Sheriff 2, Sheriff, (p.c. #99, non-exempt, 80 Hour, replacing E. Pollock), at SG-N12A(01)--\$17.69/hour, effective April 10, 2022, pay period 9. Salary budget savings for 2022 \$17,303, annualized salary savings for 2023 \$6,689 - Dept. 211.
- ii. Approve the promotion/change in title for Ethan Walters from full-time Deputy Sheriff/ Security, Sheriff, (p.c. #30, non-exempt, 80 Hour), at SG-N08B(02)--\$15.07/hour to full-time Deputy Sheriff/Airport Security 2, Sheriff, (p.c. #37, non-exempt, 75 Hour, replacing J. Muss), at SG-N11A(01)--\$16.90/hour, effective April 10, 2022, pay period 9. Salary budget impact for 2022 \$2,142, annualized salary impact for 2023 \$0 - Dept. 211.

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

**C. Conservation District**

- i. Consider approval of the creation of an on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, 48 hour), at SG-N14O(15)--\$25.25/hour, effective April 11, 2022, pay period 9 through July 30, 2022, pay period 16.

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- ii. Consider approval of the appointment for John A. Wataha, on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, new), at SG-N14O(15)--\$25.25/hour, effective April 11, 2022, pay period 9 through July 30, 2022, pay period 16. Conservation District Manager Jim Coslo is requesting that Mr. Wataha be approved at SG-N14X(24)--\$30.00/hour. Salary budget impact for 2022 \$1,979 - Dept. 822.

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

**D. Human Services**

**i. Adult Services**

1. Consider approval of the promotion/change in title for Jennie Farwell, Caseworker 1-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N10C(03)--\$16.80/hour to Caseworker 2-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N12A(01)--\$17.69/hour, effective retro to April 3, 2022, pay period 8. Director of Adult Services Faith Ryan is requesting that Ms. Farwell be approved at SG-N12C(03)--\$18.36/hour. Salary budget savings for 2022 \$297, annualized salary impact for 2023 \$1,736 - Dept. 501.
2. Consider approval of the promotion/change in title for Tina Bowser, Caseworker 1-Adult Services, Adult Services, (p.c. #07, non-exempt), at SG-N10C(03)--\$16.80/hour to Caseworker 2-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N12A(01)--\$17.69/hour, effective retro to April 3, 2022, pay period 8. Director of Adult Services Faith Ryan is requesting that Ms. Bowser be approved at SG-N12C(03)--\$18.36/hour. Salary budget savings for 2022 \$608, annualized salary impact for 2023 \$1,736 - Dept. 501.
3. Consider approval of the appointment for John Glen Vandermark, full-time Case Manager 2-Adult Services, Adult Services, (p.c. #05, non-exempt, replacing N. De Stree), at SG-N12A(01)--\$17.69/hour, effective April 11, 2022, pay period 9. Director of Adult Services Faith Ryan is requesting that Mr. Vandermark be approved at SG-N12D(04)--\$18.72/hour. Salary budget savings for 2022 \$3,387, annualized salary impact for 2023 \$0 - Dept. 501.

**Action:** *APPROVE the Adult Services items 1-3.*

- ii. Children & Youth Services – Consider approval of the upgrade/reclassification to the position of full-time Caseworker 1, C&YS, (p.c. #54, non-exempt, new with 2022 budget), at SG-N11A(01)--\$16.90/hour to full-time Caseworker 3, C&YS, (p.c. #54, non-exempt), at SG-N15A(01)--\$20.27/hour, effective April 7, 2022, pay period 8. Salary budget savings for 2022 \$5,106, annualized salary impact for 2023 \$1,735 – Dept. 511.

**Action:** *APPROVE the upgrade/reclassification to the position for Children & Youth Services.*

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- iii. Office of Aging – Consider approval of the appointment for Dawn E. Ellero, full-time Aging Care Manager 2, Aging, (p.c. #09, non-exempt, replacing S. Corrigan), at SG-N12A(01)--\$17.69/hour, effective April 25, 2022, pay period 10. Director of Aging Quentin Burchfield is requesting that Ms. Ellero be approved at SG-N12B(02)--\$18.02/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$3,948, annualized salary savings for 2023 \$4,212 - Dept. 501.

**Action:** *APPROVE the appointment for Dawn Ellero.*

VI. ADJOURNMENT