



SALARY BOARD MINUTES

Thursday, September 22, 2022, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:02 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Steven Dershem, Commissioner Mark Higgins, Administrator John Franek Jr., Controller Jason Moser (and Staff Assistant Lisa Long.

County personnel present included Deputy Administrator Natalie Corman, Director of Human Resources Kristen Simkins, Geri Sorgen, Dave Crowley, Travis Walker, Mark Kellerman, Sheriff Bryan Sampsel, Krista Davis, Ray Stolinas, and Recorder of Deeds Joe Davidson.

Representatives from the media included Halie Klines.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

IV. MEETING MINUTES

Minutes from the Thursday, September 15, 2022 Salary Board Meeting.

Action: On a motion by Controller Moser seconded by Commissioner Dershem, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, September 15, 2022.

V. ACTION ON PERSONNEL ITEMS

A. Courts

- i. Court Administration – Director of Human Resources, Kristen Simkins asked the Board to 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: On a motion by Commissioner Higgins seconded by Controller Moser the Board voted unanimously to approve the rate for Erica Heane.

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 22, 2022
PAGE 2

- ii. Domestic Relations– Kristen Simkins asked the Board to 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: On a motion by Commissioner Higgins seconded by Controller Moser, the Board voted unanimously to approve policy/promotion/change in title/department for Christopher Baughman.

- iii. Probation

Kristen Simkins asked the Board to approve the following items:

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: On a motion by Commissioner Higgins seconded by Controller Moser, the Board voted unanimously to approve Probation items 1-2.

- B. Correctional Facility

Kristen Simkins asked the Board to approve the following items:

- i. Approve 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. Approve 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: On a motion by Controller Moser seconded by Commissioner Dershem, the Board voted unanimously to approve the Correctional Facility items i-ii.

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 22, 2022
PAGE 3

C. Sheriff

Sheriff Bryan Sampsel asked the Board to approve the following items:

- 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 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: On a motion by Sheriff Bryan Sampsel seconded by Commissioner Higgins, the Board voted unanimously to approve the Sheriff items i-iv.

- D. Conservation District– Kristen Simkins asked the Board to approve 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: On a motion by Commissioner Dershem seconded by Controller Moser, the Board voted unanimously to approve the extension to the temporary Sr. Advisor position for Conservation District.

E. Human Services

Deputy Administrator Natalie Corman asked the Board to approve the following Human Services items:

- i. Aging – Approve 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.

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 22, 2022
PAGE 4

Action: On a motion by Controller Moser seconded by Commissioner Higgins, the Board voted unanimously to approve the temporary increase in hours for p.c. #30 in Aging.

- ii. Children & Youth Services – Approve 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-08F(07)–\$23.22/hour. Salary budget impact for 2022 \$1,646, annualized salary impact for 2023 \$13,221 - Dept. 511.

Kristen Simkins stated that Kevin had previously worked in CYS from September 2011 to October 2015 which is the reasoning for the 2 additional steps; 1 step for every year which is in the current policy.

Commissioner Pipe wanted to clarify that he is going from SG 7 to SG 8 as well as 2 additional steps per current policy.

Kristen stated that per the new policy, that is not effective yet, he would get a minimum of 4% and would put him at the next step up which would be an F step. The new policy, which is up for review, is mainly centered toward new hires.

Natalie Corman stated that Children and Youth caseworkers are rated a step higher than Aging and MH/ID when it comes to lateral moves.

Kristin suggested a step in between that would give him 4% as proposed in the new policy which would be \$23.22/hour.

Action: On a motion by Commissioner Dershem seconded by Controller Moser, the Board voted unanimously to approve the promotion/change in title/department for Kevin Kiehl at a SG-08F at \$23.22/hour.

- F. Planning – Approve 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-10G(08)–\$26.33/hour, effective September 25, 2022, pay period 21. Salary budget impact for 2022 \$446, annualized salary impact for 2023 \$2,457- Dept. 151.

Commissioner Dershem stated that he would be comfortable with a 1 step increase instead of 2 steps. The new wage step increase would be SG-10G – \$26.33/hour

Action: On a motion by Commissioner Dershem seconded by Controller Moser, the Board voted unanimously to approve the wage step increase of SG-10G at \$26.33/hour for Betsy Barndt.

VI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to adjourn the meeting at 10:20 AM.

SALARY BOARD MINUTES
THURSDAY, SEPTEMBER 22, 2022
PAGE 5

ATTEST:

Jason Moser

Controller