



BLAIR COUNTY SALARY BOARD

c/o Blair County Controller, 423 Allegheny St., Ste 141 Hollidaysburg, PA 16648

Blair County Salary Board Meeting of December 10, 2020

10:30 AM By Conference Call

Board Members in Attendance:

Commissioner Laura Burke, Commissioner Bruce Erb, Controller A.C. Stickel, Commissioner Amy Webster

Non-Board Members in Attendance:

Sarah Chuff, Judge Elizabeth Doyle¹, Jim Hudack, Erik Lindskold, Janice Meadows, Jennifer Sleppy, Katherine Swigart

Board Members not in Attendance: NONE

Media in Attendance: Kay Stephens – Altoona Mirror

Quorum: Present

Call to Order: Commissioner Erb called the meeting to order at 10:31 a.m.

Commissioner Erb explained the ground rules for today's teleconference. Only voting members of the Salary Board may leave their telephones unmuted during the entire meeting, but we would request each avoids excess noise from your location. All other participants should mute their telephones until called upon to speak. Public participants may speak only during the designated public comment period near the beginning of the meeting and must keep their phones muted during the rest of the meeting. Each person needs to avoid interrupting the person speaking. Each speaker **MUST** state his/her name before talking each time he/she speaks so others will know who is speaking and to ensure minutes will be accurate.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. There was no comment at this time.

Approval of Minutes: A motion was made by Commissioner Burke and seconded by Commissioner Webster that the minutes from the December 3, 2020 meeting be approved. The motion was unanimously carried.

¹ The judge is a voting member of the board for items in that office.

Court Administration

Requested by President Judge Elizabeth A. Doyle

Tipstaff Judge Doyle moved to clarify and record the Part Time hours of the Complement of Court Administration Tipstaffs: There is a total complement of 13 Court Administration Part-Time Tipstaffs. Their hours are a maximum of 1 @ 1,500 hours per plan year, and 12 @ 999 hours per anniversary year. If the Tipstaff currently employed at 1,500 hours resigns or retires, the complement position would revert to 999 hours. For 2021, the Court is only seeking to fill 8 of the court administration complement, with 7 Tipstaffs @ 999 hours and the Tipstaff currently employed at 1,500 hours. The Court's 2021 annual budget is not superseded by employing this portion of the court administration complement. The Judges' Tipstaffs are separate from the court administration complement. Commissioner Burke seconded the motion and it was unanimously carried.

District Court 24-3-01

Requested by President Judge Elizabeth A. Doyle

MDJ Fred Miller

District Court Administrative Staff Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$10.2500, \$717.50 estimated bi-weekly and \$18,655.00 estimated annually This vacancy is due to the resignation of Amanda Mills, effective 12/31/2020. Commissioner Burke seconded the motion and it was unanimously carried.

Children, Youth & Families

Requested by Jim Hudack, Interim Administrator

Fiscal Assistant Commissioner Burke moved to re-create this position. This position is PSSU, Non-Exempt (Hourly). Full-Time at 37.5 hours per week with an hourly rate of \$11.5700, \$867.75 estimated bi-weekly and \$22,561.50 estimated annually. This position will be covered by 80% state and 20% county contributions. Money within the 2021 budget was allocated for the restructuring of the Fiscal Department. To move forward with restructuring, we request re-creation of this position to not only do the tasks of a Fiscal Assistant, but additional tasks that fall in line with a new, restructured department. This will bring the department down from six (6) positions to just five (5) positions. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth & Families

Requested by Jim Hudack, Interim Administrator

Clerk Typist II-Fiscal Aide & Social Services Aide I Commissioner Burke moved to abolish these positions. The position of Clerk Typist II-Fiscal Aide was re-created at 05/14/20 Salary Board; and the position of Social Services Aide I was re-created at 12/12/19 Salary Board. The cost savings from the abolishment of these positions will cover the county's costs for the County Family Engagement Supervisor requested in Item #9. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth & Families

Requested by Jim Hudack, Interim Administrator

County Family Engagement Supervisor Commissioner Burke moved to create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week with a bi-weekly rate of \$1,411.90, \$36,709.40 annually. The creation of this position would allow the Program Specialist 1 to work on quality assurance, hiring, and training of new staff. This position would enhance supervision of Family Group Decision Making, assist in bridging the gap between direct service workers and the Family Engagement Unit. The hire would ensure oversight and monitoring of the data and information for the Unit. For this fiscal year, the job is funded at 80% state and 20% county, Beginning FY 2021-2022, a quarter of the salary will be funded at 95% state and 5% county, and the remaining 3/4 funded via needs-based budget at the typical 80 state/20 county share. Outside of the engagement work, it will be covered by 80/20 state/county. Commissioner Webster seconded the motion and it was unanimously carried.

Coroner's Office

Requested by Coroner Patty Ross

Deputy Coroner Commissioner Webster moved to increase complement to 14 Deputy Coroners from the existing 12 Deputy Coroners (approved at the 06/08/17 Salary Board); and to increase compensation to \$80.00 per 8-hour shift from the existing \$75.00 per 8-hour shift (approved and effective 01/01/18). The increase is in the department's 2020 budget and 2021 budget. The increase to the complement is effective 12/10/2020. The increase to compensation would be effective 01/02/2021. Commissioner Burke seconded the motion and it was unanimously carried.

Overtime Report – Controller Stickel presented the November 2020 overtime report for the information of the board.

There being no further business to discuss, the meeting was adjourned at 10:54 am

The next regular Salary Board Meeting will be held on December 24, 2020

By Conference Call

Respectfully Submitted,



August C. Stickel IV
Secretary