



# BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of May 25, 2023 at 10:30 a.m.

In Commissioners' Public Meeting Room

Call-in information is (408) 419-1715 Meeting ID 246 809 768 3

## AGENDA

1. Call to Order Commissioner Bruce Erb
2. Roll Call
3. Call for Public Comment on Salary Board Items.
4. Approval of Minutes from the May 3, 2023 Meeting.

### Positions:

- 5. Court Administration** **Requested by Director of Human Resources  
Katherine Swigart  
Presented by President Judge Elizabeth A. Doyle**  
Criminal Case Manager Request to set the salary for Paige McCarthy. This position is Non-Union, Non-Exempt (Hourly), Full-Time at 35 hours per week. Applying the pay policy to Paige's previous experience; she is eligible for \$14.63/hour, \$1,024.10 bi-weekly, \$26,626.60 annually. This is +4% above the minimum of, but within, the hiring range of pay grade H7 (\$14.07/hour to \$15.48/hour).
- 6. Domestic Relations** **Requested by Director Marc Seifert  
Presented by President Judge Elizabeth A. Doyle**  
Department Clerk I Request 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This position is funded at 66% by state reimbursement. This vacancy is due to the resignation of Vanessa Peterman effective 04/24/2023.
- 7. Domestic Relations** **Requested by Director Marc Seifert  
Presented by President Judge Elizabeth A. Doyle**  
Department Clerk II Request 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This position is funded at 66% by state reimbursement. This vacancy is due to Chloe Duraso's promotion to Case Manager effective 05/01/2023.



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- 8. Judge Doyle** Requested by **President Judge Elizabeth A. Doyle**  
Tipstaff Request to create this position. This position is UMWA-Court, Non-Exempt (Hourly), Full-Time at 35 hours per week with an hourly rate of \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This position is to replace the part-time 1500 hours per benefit plan year position vacated by Fred Guyer (moved to Part-Time 999-hour tipstaff effective 6/1/2023) to a full-time position. Discussion of department org and budget will need to take place.
- 9. Judge Kagarise** Requested by **President Judge Elizabeth A. Doyle**  
Tipstaff Request to abolish this position. This position is UMWA-Court, Non-Exempt (Hourly), Full-Time at 35 hours per week with an hourly rate of \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This vacancy is due to the resignation of Evan Cottle effective 12/12/2022. This position was re-created and advertised but never filled.
- 10. Judge Kagarise** Requested by **President Judge Elizabeth A. Doyle**  
Tipstaff Request to create this position. This position is UMWA-Court, Non-Exempt (Hourly), Part-Time at 29 hours per week (limited to 1500 hours per benefit year) with an hourly rate of \$11.58, \$671.64 estimated bi-weekly, \$17,462.64 estimated annually.
- 11. Juvenile Probation** Requested by **Deputy Chief Juvenile Probation Officer Molly Wink**  
Presented by **President Judge Elizabeth A. Doyle**  
Juvenile Probation Officer Request to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly), Full-Time at 37.5 hours per week with an hourly rate of \$16.30, \$1,222.50 estimated bi-weekly, \$31,785.00 estimated annually. This vacancy is due to Steffan Housum transferring to Maintenance Technician-Truck Driver in Public Works-Highway effective 05/15/2023.
- 12. Juvenile Probation** Requested by **Director of Human Resources Katherine Swigart**  
Presented by **President Judge Elizabeth A. Doyle**  
Chief Request to set the salary for Joseph Cox. This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. Applying the pay policy to Joseph's previous experience; he is eligible for \$2,460.05 bi-weekly, \$63,961.30 annually. This is the maximum of the hiring range of pay grade S13 (\$59,223.33 to \$63,961.20). This wage is to be effective 5/22/2023.
- 13. Juvenile Probation** Requested by **Deputy Chief Juvenile Probation Officer Molly Wink**  
Presented by **President Judge Elizabeth A. Doyle**  
Juvenile Probation Officer Request to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly), Full-Time at 37.5 hours per week with an hourly rate of \$16.30, \$1,222.50 estimated bi-weekly, \$31,785.00 estimated annually. This vacancy is due to the resignation of Joseph Labriola effective 05/12/2023.



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- 14. District Attorney** **Requested by District Attorney Peter Weeks**  
Assistant District Attorney Request to re-create this position. This position is SEIU-Professionals Unit, Exempt (Salary), Full-Time at 35 hours per week with bi-weekly rate of \$1,730.77, \$45,000.02 annually. This vacancy is due to the resignation of Ian Hauser effective 05/26/2023.
- 15. District Attorney** **Requested by District Attorney Peter Weeks**  
Certified Legal Intern Request to create this position. This position is Non-Union, Non-Exempt (Hourly), Full-Time at 35 hours per week with an hourly rate of \$22.87. The hire would be limited to 999 hours per anniversary year until they sit for the Bar exam in July 2023. Upon passing the Bar, they would transfer to the Assistant District Attorney position.
- 16. Prothonotary** **Requested by Prothonotary Robin Patton**  
Second Deputy-Orphans' Court Request 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 \$12.77, \$893.90 estimated bi-weekly, \$23,241.40 estimated annually. This vacancy is due to the resignation of Cynthia Bundy effective 05/12/2023.
- 17. Prothonotary** **Requested by Prothonotary Robin Patton**  
Receptionist/Clerk Request 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This vacancy is due to Erin George transferring to Second Deputy-Orphans' Court effective 05/27/2023 if the position is approved by the Salary Board.
- 18. Public Defender** **Requested by Public Defender Russell Montgomery**  
Administrative Support Request 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 \$12.16, \$851.20 estimated bi-weekly, \$22,131.20 estimated annually. This vacancy is due to Dorothy Culbertson transferring to Administrative Support in Juvenile Probation effective 05/02/2023.
- 19. Children, Youth and Families** **Requested by Commissioner Laura Burke**  
**Presented by Director Tiffany Treese**  
Clerk Typist II-Court Aide Request 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 \$11.13, \$834.75 estimated bi-weekly, \$21,703.50 estimated annually. This position is funded at 80% by state reimbursement. This vacancy is due to the resignation of Christine Pitts effective 05/01/2023.
- 20. Children, Youth and Families** **Requested by Director of Human Resources**  
**Katherine Swigart**  
**Presented by Director Tiffany Treese**  
Casework Manager Request to set the salary for Karen Bonanno. This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. Applying the pay policy to Karen's previous experience; she is eligible for \$1,947.10 bi-weekly, \$50,624.60 annually. This is +4% above the minimum of, but within, the hiring range of pay grade S9 (\$48,677.26 to \$52,571.45). Karen moved into this title effective 05/15/2023.



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## 21. Custody

**Requested by Director of Human Resources  
Katherine Swigart**

Custody Processor Request to document the setting of temporary rate for out-of-class duties for Nevaeh Brubaker. This position is UMWA-Court Non-Exempt (Hourly), Full-Time at 35 hours per week. Per the Collective Bargaining Agreement, Nevaeh's current wage of \$11.75/hour should increase +5% (+\$.59) to \$12.34/hour for assuming responsibilities out of her job classification. This is due to the resignation of Jessica Miller effective 04/30/2023. This increase would be effective 05/01/2023 for a max of 180 days per calendar years or at the date of hire of a Custody Manager.

## 22. Fort Roberdeau

**Requested by Director Glenn Nelson**

Temporary Department Assistant Request to re-create this position. This position is Non-Union, Non-Exempt (Hourly) with an hourly rate of \$11.00. This position is budgeted for 500 hours at \$10.00/hour. This position is needed to provide educational services to schools and the general public during the May 1, 2023 to October 31, 2023 tour season. This vacancy is due to the resignation of Alicia Endress effective 05/17/2023.

23. Review/Discussion on proposed Pay Policy revision to address compensation to Chief/First Deputy for an Elected Official who has an extended absence and is unable to perform duties.

## 24. Adjournment

The next regular Salary Board Meeting will be June 7, 2023 at 10:30 a.m.  
In Commissioners' Public Meeting Room.