



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of August 17, 2022

2:30 p.m. In the Commissioners' Public Meeting Room

Board Members in Attendance:

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

Non-Board Members in Attendance

President Judge Elizabeth Doyle¹, Kyle Brashear, Keith Calhoun, Treasurer James Carothers², Lindsay Dempsie, Jon Frank, Nicole Hemminger, Judge Wade Kagarise³, Melena Koegler, Coroner Patricia Ross⁴, Allison Senkevich, Katherine Swigart, Molly Wink

Board Members not in Attendance: NONE

Quorum: Present

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 2:30 p.m.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. There were no comments.

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Webster that the minutes from the August 3, 2022 meeting be approved. The motion was unanimously carried.

Judge Kagarise

Requested by President Judge Doyle

Law Clerk Judge Kagarise moved to re-create this position within the hiring range of pay grade S5 (\$41,609.53 to \$44,938.29). This position is Non-Union, Excluded (Salary), Full-Time at 35 hours per week. This vacancy is due to the resignation of Kayla Kormanik-Lucas effective 08/12/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Judge Kagarise requested the minutes reflect that the Law Clerks are not covered under the Fair Labor Standards Act.

¹ The Judge is a voting member for Court related office items.

² The Treasurer is a voting member for items in that office

³ The Judge is a voting member for items in that office

⁴ The Coroner is a voting member for items in that office.

Custody

Requested by President Judge Doyle

Receptionist/Clerk 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 \$10.50, \$735.00 estimated bi-weekly, \$19,110.00 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to the resignation of Taylor Bowers effective 08/12/2022. Controller Stickel seconded the motion and it was unanimously carried.

Treasurer

Requested by Treasurer James Carothers

Temporary Department Assistant Treasurer Carothers moved to abolish this Temporary, Part-Time position. This position is Non-Union, Non-Exempt, Part-Time (Non-Benefit Eligible) at 19 hours per week. This request is due to the unsuccessful search to fill the position. Commissioner Erb seconded the motion and it was unanimously carried.

Treasurer

Requested by Treasurer James Carothers

Treasurer Clerk Treasurer Carothers moved to create this additional Part-Time position. This position is UMWA Residual, Non-Exempt, Part-Time (Non-Benefit Eligible) at 19 hours per week with an hourly rate of \$11.58, \$440.04 estimated bi-weekly, \$11,441.04 estimated annually. This rate is approved by UMWA-Residual. This position would work in conjunction with the existing Treasurer Clerk, sharing the 1500 hours per benefit plan year. Neither clerk may exceed 999 hours per anniversary year. Commissioner Erb seconded the motion and it was unanimously carried.

Coroner

Requested by Coroner Patricia Ross

Chief Deputy Corner Coroner Ross moved to set the salary for Ray Benton at \$1,163.57 bi-weekly, \$30,252.82 annually. This position is Non-Union, Excluded (Salary), Full-Time at 40 hours per week. This vacancy is due to the retirement of Paul Kerns effective 07/31/2022. Commissioner Webster seconded the motion and it was carried, 4 yes and 1 no (Commissioner Burke).

Domestic Relations

Requested by Director Keith Calhoun

Case Manager Commissioner Burke moved to re-create this position. This position is UMWA-Court. This position is UMWA-Court, Non-Exempt (Hourly), Full-Time at 35 hours per week with an hourly rate of \$15.52, \$1,086.40 estimated bi-weekly, \$28,246.40 estimated annually. This rate is approved by UMWA-Court. This position is funded at 66% by state reimbursement. This vacancy is due to the resignation of Katelyn Archer effective 08/12/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Juvenile Probation

**Requested by Chief Juvenile Probation Officer
Jon C. Frank**

Juvenile Probation Officer Commissioner Burke moved 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 rate is approved by UMWA-Court. This vacancy is due to Tracy Fitzpatrick transferring to Mental Health Program Specialist I in Social Services effective 08/12/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Juvenile Probation

**Requested by Chief Juvenile Probation Officer
Jon C. Frank**

Administrative Support Commissioner Burke 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to Kaitlin Richards transferring to Part-Time Tipstaff in Court Administration effective 08/22/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

**Requested by Human Resources Director
Katherine Swigart**

Director Commissioner Burke moved to set the salary for Tiffany Treese. This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. Applying the pay policy to Tiffany's previous experience; she is eligible for \$2,512.97 bi-weekly, \$65,337.22 annually. This is +2% above the minimum of, but within, the hiring range of pay grade S14 (\$64,055.96 to \$69,180.44). Commissioner Webster seconded the motion and it was unanimously carried.

After discussion, Controller Stickel moved to adopt the amended Pay Policy as presented to the Board. Commissioner Erb seconded the motion and it was unanimously carried.

Commissioner Erb requested the Board Members review the Internal Hires and Promotions document provided by Human Resources. This will be discussed at the next Salary Board Meeting.

There being no further business to discuss, the meeting was adjourned at 2:55 p.m.

The next regular Salary Board Meeting will be September 7, 2022 at 10:30 a.m.
In Commissioners' Public Meeting Room.

Respectfully Submitted,



August C. Stickel IV
Secretary