



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of October 10, 2019 10:30 AM Blair County Courthouse, Conference Room 2B

Board Members in Attendance:

Commissioner Bruce Erb, Commissioner Ted Beam, Controller A.C. Stickel

Board Members not in Attendance:

Commissioner Terry Tomassetti

Non-Board Members in Attendance:

President Judge Elizabeth Doyle¹, Robin Gindleperger, Janice Meadows, Heather Rininger, Amanda Moore, Helen Schmitt, Jennifer Sleppy, Katherine Swigart, Abbie Tate, Mark Taylor

Quorum: Present

Media in Attendance: Kay Stephens, The Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 10:30 a.m.

Additions to the Agenda: Commissioner Erb stated that there was one addition to today's agenda; the re-creation of the Chief Clerk/County Administrator position.

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 Beam and seconded by Controller Stickel that the minutes from the September 12, 2019 Salary Board Meeting be approved. The motion was unanimously carried. (This was postponed from September 26, 2019 meeting.)

Approval of Minutes: Approval of the minutes from the September 26, 2019 meeting was postponed due the absence of Board Members. (Commissioner Tomassetti and Controller Stickel were present and Commissioner Erb and Beam were absent at the September 26, 2019 meeting.)

Positions:

Adult Parole and Probation Requested by President Judge Elizabeth Doyle

Probation Office Aide II and III: A motion was made by President Judge Doyle and seconded by Commissioner Beam to establish +\$1000/year as increase for incumbents who advance from a) probation officer aide I to probation officer aide II or b) probation officer aide II to III, or a sum of \$2000/year for incumbents who advance from probation officer aide I to probation officer aide III. Positions are UMWA-Court, Non-Exempt (Hourly,) 35 hours per week. Advancement is determined by the job's supervisor according to stipulations within the job description. If approved, incremental increase to be effective 10/14/19. Request is approved by UMWA. Controller Stickel questioned how the \$1,000.00 and \$2,000.00 increases will be calculated since these are hourly employees. After some discussion, it was decided that the calculation will be an increase of \$.5495 for \$1,000.00 and

¹ President Judge Elizabeth Doyle is a voting member for items listed under Adult Parole and Probation

\$1.0990 for \$2,000.00 because these are 35 hours per week employees. The motion was unanimously carried.

Adult Parole and Probation

Requested by President Judge Elizabeth Doyle

Probation Officer Aide II: A motion was made by President Judge Doyle and seconded by Commissioner Beam to change the salary of incumbent, Amber Kidd, who has met the qualifications as outlined in her job description to advance from Probation Officer Aide I to Probation Officer Aide II. Proposed rate is \$10.5495 hourly, \$738.47 estimated bi-weekly and \$19,200.22 estimated annually. Increase would be effective 10/14/2019. Request is approved by UMWA. The motion was unanimously carried.

Adult Parole and Probation

Requested by President Judge Elizabeth Doyle

Probation Officer Aide III: A motion was made by President Judge Doyle and seconded by Controller Stickel to change the salary of incumbents, Emily Martin-Lattuca and Jennifer White, who have met the qualifications as outlined in their job descriptions to advance from Probation Officer Aide II to Probation Officer Aide III. Proposed rate is \$11.6770 hourly, \$817.39 estimated bi-weekly and \$21,252.14 estimated annually. Increase would be effective 10/14/2019. Request is approved by UMWA. The motion was unanimously carried.

911-EMA

Requested by Mark Taylor, Director

Public Safety Administrative Assistant: A motion was made by Commissioner Beam and seconded by Controller Stickel to re-create this position as Non-Union, Non-Exempt (Hourly,) Full-time at 35 hours per week, with a starting wage of \$10.3100 hourly, \$721.70 estimated bi-weekly and \$18,764.20 estimated annually. This vacancy is due to the resignation of Jeniene Lang effective 11/01/2019. This position is fully funded by the PEMA 911 grant. The motion was unanimously carried.

Building Maintenance

Requested by Rocky Greenland, Public Works Director

Maintenance Technician – Carpenter: A motion was made by Commissioner Beam and seconded by Controller Stickel to re-create this position as SEIU, Non-Exempt (Hourly,) Full-time at 40 hours per week, \$16.4300 hourly, \$1,314.40 estimated bi-weekly and \$34,174.40 estimated annually. This vacancy is due to the retirement of Scott Lingenfelter effective 10/14/2019. The motion was unanimously carried.

Prison

Requested by Warden Abbie Tate

Correctional Case Manager: A motion was made by Commissioner Beam and seconded by Controller Stickel to re-create this position as UMWA-Residual Unit, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$10.4648 hourly, \$732.54 estimated bi-weekly and \$19,045.94 estimated annually. This

vacancy is due to the resignation of Heather Mills effective 09/12/2019. The motion was unanimously carried.

Records Management

Requested by Heather Rininger, Director

Records Management Archivist: A motion was made by Commissioner Erb and seconded by Commissioner Beam to re-create this position as UMWA-Residual Unit, Non-Exempt (Hourly,) Part-time at 29 hours per week-no more than 1500 per anniversary year, \$10.00 hourly, \$580.00 estimated bi-weekly and \$15,000.00 estimated annually. This vacancy is due to the resignation of Chelsea Yingling effective 10/04/2019. The motion was unanimously carried.

Commissioners' Office

Requested by Commissioner Bruce Erb

Chief Clerk/County Commissioner: A motion was made by Commissioner Erb and seconded by Commissioner Beam to re-create this position as Non-Union, Excluded (Salary,) Full-time at 35 hours per week at a range of \$69,000.00 to \$73,000.00 annually. This vacancy is due to the retirement of Helen Schmitt effective 01/03/2020. The motion was unanimously carried.

Overtime Report: Controller A.C. Stickel presented the monthly report for September 2019 for the information of the board.

Adjournment: There being no further business to discuss, the meeting was adjourned at 11:10 a.m.

THE NEXT REGULAR MEETING WILL BE HELD OCTOBER 24, 2019 AT 10:30 AM IN CONFERENCE ROOM 2B.

Respectfully Submitted,



August C. Stickel IV
Secretary