



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of January 10, 2019 10:00 AM

Blair County Courthouse, Conference Room 4B

Board Members in Attendance:

Commissioner Bruce Erb, Commissioner Terry Tomassetti, Controller A.C. Stickel

Board Members not in Attendance:

Commissioner Ted Beam

Non-Board Members in Attendance:

Register & Recorder Mary Ann Bennis, District Attorney Richard Consiglio, President Judge Elizabeth Doyle, Donna Fisher, Robin Gindlesperger, Nicole Hemminger, Janice Meadows, Sheriff Jim Ott, Jennifer Sleppy, Katherine Swigart

Quorum: Present

Media in Attendance: Kay Stephens, Altoona Mirror

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

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

Approval of Minutes from the December 28, 2018 Salary Board Meeting: A motion was made by Commissioner Tomassetti, seconded by Controller Stickel, and unanimously carried that the minutes from the December 28, 2018 Salary Board meeting be approved as prepared.

Approval of Minutes from the January 7, 2019 Special Salary Board Meeting: A motion was made by Commissioner Tomassetti, seconded by Controller Stickel, and unanimously carried that the minutes from the January 7, 2019 Salary Board meeting be approved as prepared.

Positions:

Court Administration

Custody Processor: A motion was made by President Judge Doyle and seconded by Commissioner Tomassetti to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Full-Time at 35 hours per week, at the starting hourly rate of \$10.00 per hour, \$700.00 bi-weekly and \$18,200.00 annually. This vacancy is due to the transfer of Kim Krumenaker to the Assessment Office effective 12/10/18 and Ashley Bem’s acceptance of the Custody Receptionist Position which leaves this position vacant effective 01/01/19. This is one of the three essential full-time positions in the office. The motion was unanimously carried.

District Attorney’s Office

Assistant District Attorney: A motion was made by District Attorney Consiglio and seconded by Controller Stickel to re-create this position as Non-Union, Excluded (Salary,) Full-Time at 35 hours per week, at the starting bi-weekly rate of \$1,346.16 and \$35,000.16 annually. This vacancy is due to the termination of Noah Walstrom effective 12/28/18. The motion was unanimously carried.

Public Defender's Office

Office Assistant: A motion was made by Public Defender Montgomery and seconded by Commissioner Tomassetti to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Part-Time at 19 hours per week, at the starting hourly rate of \$10.00 per hour, \$380.00 bi-weekly and \$9,880.00 annually. This vacancy is due to the resignation of Tasha Walls effective 12/27/18. This position is limited to a maximum of 999 hours per anniversary year. The motion was unanimously carried.

Conservation District

Administrative Assistant: A motion was made by Commissioner Tomassetti to increase the 2019 salary for this position to an hourly rate of \$14.68, \$1,027.60 bi-weekly and \$26,717.60 annually as requested by Donna Fisher, Conservation District Director. This position is Non-Union, Non-Exempt (Hourly,) Full-Time at 35 hours per week. Figures here include \$2,000/year increase and 1-1-19 Non-Union increase of \$1,000.00. There was no second to the motion.

Some discussion followed: The current salary for the incumbent is \$24,540.33 including the 2019 increase, but not including longevity. HR Director Swigart explained that HR does not recommend this increase. She compared wages of similar titles and similar years of service for 2018 and 2019 excluding longevity. However, traditionally, the county has not approved increases outside of the January increase or one that would be through union during union negotiations. Also, the county does not typically do merit increases. HR Director Swigart also noted that the salary set for this position is based on the revised job description that was written when the position was re-created in January 2018. Ms. Fisher distributed talking points to explain the reasons for this request including new duties and education requirements (attached.)

A second motion was made by Commissioner Tomassetti and seconded by Controller Stickel to increase the salary by \$1,000.00 annually (estimated) to an hourly rate of \$14.0331, \$25,540.242 annually (not including longevity) in addition to the 1-1-19 Non-Union increase of \$1,000.00. This increase is dependent upon Donna Fisher and HR updating the job description to include the new duties and education requirements. The increase will be effective January 21, 2019. The motion was unanimously carried.

Register of Wills and Recorder of Deeds

First Deputy-Register of Wills: A motion was made by Mary Ann Bennis and seconded by Commissioner Erb to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Full-Time at 35 hours per week, at the starting hourly rate of \$14.24 per hour, \$997.14 bi-weekly and \$25,925.72 annually. This vacancy is due to the retirement of Barbara Fagan effective 12/31/18. (Actual hourly rate is \$14.2449.) The motion was unanimously carried.

Register of Wills and Recorder of Deeds

Mrs. Bennis explained that since Polly McCabe is moving up to First Deputy, her department will then have a vacancy for the Second Deputy. However, Sue Gingery, who is to move to Second Deputy, is making \$11.28 per hour so her promotion would be paying less at the \$10.34 per hour starting wage. Ms. Swigart explained that a change in the starting wage must be approved by the union and that the figure submitted to the union for the Second Deputy Register of Wills was not the figure that Mrs. Bennis wants to request.

Meeting of January 10, 2019 continued. . .

Mrs. Bennis then explained additional duties now assigned to the Second Deputy-Register of Wills. She is willing to leave open the position of Deputy-Register of Wills and Recorder of Deeds until the Salary Study is completed to allow sufficient funds in the budget.

The Salary Board suggested that Mrs. Bennis and HR change the job description for Second Deputy-Register of Wills, have it approved by the union, and then return to Salary Board.

The following items listed on the agenda as #10, 11 and 12 are tabled until the January 24, 2019 Salary Board meeting.

Second Deputy-Register of Wills: This request is to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Full-Time at 35 hours per week, at the starting hourly rate of \$10.34 per hour, \$723.88 bi-weekly and \$18,820.98 annually. This vacancy is due to the anticipated promotion of Polly McCabe to First Deputy-Register of Wills. (Actual hourly rate is \$10.3412.)

Deputy-Register of Wills and Recorder of Deeds: This request is to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Full-Time at 35 hours per week, at the starting hourly rate of \$10.00 per hour, \$700.00 bi-weekly and \$18,200.00 annually. This vacancy is due to anticipated promotion of Sue Gingery to Second Deputy-Register of Wills. This request is pending union approval.

Second Deputy-Register of Wills: This request is to change salary of incumbent to a rate of \$10.73 per hour, \$751.12 bi-weekly and \$19,620.12 annually which includes longevity pay of \$91.00 annually.

Sue Gingery is anticipated to be offered the position of Second Deputy-Register of Wills which is scheduled to be re-created at the 01/10/19 Salary Board meeting. This is a union position and its starting hourly wage effective 01/01/19 per the contract is \$10.3412. Effective with the 01/01/19 contract increase, Sue now earns \$10.7303/hour, excluding longevity. A request is pending with UMWA for her to retain her current wage when advancing to this new position.

Sheriff's Office

Sheriff's Deputy: A motion was made by Sheriff Ott to abolish the two (2) current part-time deputy positions and replace them with two (2) full-time positions.

These positions are UMWA – Court, Non-Exempt (Hourly,) Full-Time at 40 hours per week, at the starting hourly rate of \$14.65 per hour, \$1,171.79 bi-weekly and \$30,466.54 annually. (Actual hourly rate is \$14.6474.) The current complement is 23 full-time deputies. This change would alter the complement to a total of 25 officers.

Some discussion followed regarding the precise definition of the complement of the Sheriff's Department staff. It was confirmed that, according to previous Salary Board minutes and Salary Schedule notations, the titles of deputy, corporal and sergeant are included in the complement of 25 positions, which includes 23 full-time and 2 part-time.

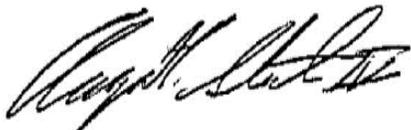
Because there was no fiscal impact statement included in the request, the Salary Board requested that Sheriff Ott provide the statement, defining the complement of 25 full-time staff and including the increased wages and benefits costs, and return to Salary Board at the January 24, 2019 meeting.

Meeting of January 10, 2019 continued. . .

Next Meeting: The next regular Salary Board Meeting will be held on Thursday, January 24, 2019 at 10:30 a.m. in Conference Room 2B.

Adjournment: There being no further business to discuss, the meeting was adjourned at 11:15 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "C. M. Smith", written in a cursive style.

Secretary