



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of August 8, 2019 10:30 AM

Blair County Courthouse, Conference Room 2B

Board Members in Attendance:

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

Board Members not in Attendance:

None

Quorum: Present

Non-Board Members in Attendance:

Georgette Ayers, President Judge Elizabeth Doyle¹, Robin Gindlesperger, Nicole Hemminger, Janice Meadows, Jennifer Sleppy, Ashley Snyder, Katherine Swigart, Abbie Tate, Angela Wagner

Media in Attendance: Kay Stephens, 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 were three additions to today's agenda and Ms. Swigart reported that they are as follows:

- 1) The re-creation of the part-time receptionist in Costs and Fines
- 2) To memorialize in the minutes, an up-to-date number for the complement of caseworkers in CYF
- 3) A proposal to increase the wage of two incumbent lieutenants based on the proposed increase in starting wage for the lieutenants

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 Tomassetti and seconded by Commissioner Beam that the minutes from the July 25, 2019 Salary Board Meeting be approved. The motion was unanimously carried.

Positions:

Court Administration

Requested by Elizabeth Doyle, President Judge

Law Clerk to Judge Milliron: A motion was made by President Judge Doyle and seconded by Commissioner Beam to re-create this position as Non-Union, Exempt (Salary,) Full-time at 35.00 hours per week, with a starting rate of \$1,280.12 bi-weekly, and \$33,283.15 annually. This vacancy is due to the resignation of Joseph Cunningham, effective 08/14/2019. The motion carried with a vote of three to one, with Commissioner Erb, Commissioner Beam, and and Controller Stickel voting yes and Commissioner Tomassetti voting no.

¹ President Judge Elizabeth Doyle is a voting member for items listed under Court Administration and Costs and Fines.

Costs and Fines Requested by Sally Adams/Amber Phillips, Department Heads

Receptionist: A motion was made by President Judge Doyle and seconded by Commissioner Tomassetti to re-create this position as UMWA – Court, Non-Exempt (Hourly,) Part-time at 20 hours per week, with a starting rate of \$10.00 per hour, \$400.00 estimated bi-weekly and \$10,400.00 estimated annually. This vacancy is due to the transfer of Amanda Ellman to a full-time position in Domestic Relations. The motion was unanimously carried.

Children, Youth & Families Requested by Ashley Gehrdes, CYF Administrator

Caseworker Supervisor: A motion was made by Commissioner Erb and seconded by Commissioner Beam to re-create two positions as Non-Union, Exempt (Salary,) Full-time at 35.00 hours per week, with a starting rate of \$1,298.08 bi-weekly, and \$33,750.08 annually. These vacancies are due to the resignation of Kirin McCaulley, effective 07/05/2019 and the retirement of Marie Luciano, effective 08/17/2019. These positions will be covered by 80% State and 20% County contributions. The motion was unanimously carried.

A motion was made by Commissioner Erb and seconded by Commissioner Beam to update the caseworker complement number of 37 to 41. Ms. Smyder provided documentation. The motion was unanimously carried.

Human Resources Requested by Katherine Swigart, HR Director

Payroll Administrator: A motion was made by Commissioner Tomassetti and seconded by Commissioner Beam to create this new position as Non-Union, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$17.04 hourly, \$1,192.80 estimated bi-weekly, and \$31,012.80 estimated annually.

Sondra Hoefler has provided notice of her retirement effective 10/03/2019. Discussions for how best to operate until then and after have resulted in the plan to move payroll processing (up to final review, transmission, and related tax reporting/filing) from the Controller's Office to Human Resources. The attached job description and the proposed wage for the new hire reflect duty and level of duty changes to what is now the position of Payroll and Retirement Distribution Administrator that will be abolished effective October 3, 2019.

The motion was amended to an estimated annual wage of \$30,000.00, estimated bi-weekly \$1,153.85, and hourly \$16.48. The motion carried with a vote of three to one, with Commissioner Erb, Commissioner Beam, and Commissioner Tomassetti voting yes and Controller Stickel voting no. The effective date is Monday, August 12, 2019.

Prison Requested by Abbie Tate, Prison Warden

Lieutenant: A motion was made by Commissioner Tomassetti and seconded by Controller Stickel to re-create this position and set a new starting wage as Non-Union, Exempt (Salary,) Full-time at 35.00 hours per week, with a starting rate of \$1,746.56 bi-weekly, and \$45,410.67 annually. This vacancy is due to the termination of James Myers, effective 07/31/2019.

The motion was amended to re-create the Lieutenant position at the existing starting wage of \$22.4177 hourly, \$1,569.24 estimated bi-weekly and \$40,800.24 estimated annually. The motion was unanimously carried. The effective date is Monday, August 12, 2019.

No action was taken on the last item - a proposal to increase the wage of two incumbent lieutenants.

Meeting of August 8, 2019 continued. . .

THE NEXT REGULAR MEETING WILL BE HELD AUGUST 22, 2019 AT 10:30 AM IN
CONFERENCE ROOM 2B.

Adjournment: There being no further business to discuss, the meeting was adjourned at 11:22 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "August C. Stickel IV". The signature is written in a cursive style with a large, stylized initial 'A'.

August C. Stickel IV
Secretary