



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of January 9, 2020

10:30 AM in Commissioners' Meeting Room, Blair County Courthouse

Board Members in Attendance:

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

Board Members not in Attendance:

NONE

Quorum: Present

Non-Board Members in Attendance:

President Judge Elizabeth Doyle¹, Robin Gindlesperger, Nicole Hemminger, Megan Irwin, Linda Jarema, Eric Lindskold, Janice Meadows, Prothonotary Robin Patton², Brenda Bryan, Jennifer Sleppy, Katherine Swigart, Anita Terchanik, Don Weakland, Asst. District Attorney Peter Weeks³

Media in Attendance: Kay Stephens, Altoona Mirror

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

Commissioner Erb reported that an item will be added to agenda regarding setting new starting wages.

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 Controller Stickel and seconded by Commissioner Erb that the minutes from the December 19, 2019 Meeting be approved. The motion was unanimously carried.

A motion was made by Commissioner Burke and seconded by Controller Stickel that the minutes from the January 6, 2020 Reorganizational Meeting be approved. The motion was unanimously carried.

Positions:

District Attorney's Office

Requested by District Attorney Richard Consiglio

Administrative Clerk: A motion was made by Asst. District Attorney Weeks and seconded by Controller Stickel to re-create this position as UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$10.25 hourly, \$717.50 estimated bi-weekly, \$18,655.00 estimated annually. This vacancy is due to the resignation of Tia Easterling effective January 3, 2020. The motion was unanimously carried.

¹ President Judge Doyle is a voting member for agenda items listed under Court Administration

² Prothonotary Patton is a voting member for agenda items listed under Prothonotary's Office

³ Assistant District Attorney Peter Weeks is a voting member for agenda items listed under District Attorney's Office

District Attorney's Office **Requested by District Attorney Richard Consiglio**
Victim Witness Director A motion was made by Asst. District Attorney Weeks and seconded by Controller Stickel for discussion to re-create this position as Non-Union, Exempt (Salary,) Full-time at 35 hours per week, at a range of \$1,730.77 to \$2,115.38 bi-weekly and \$45,000.00 to \$55,000.00 annually. This position is funded by VOCA and RASA grants. This vacancy is due to the retirement of Sue Griep effective December 20, 2019. Robin Gindlesperger explained the process of setting the new range. Following some discussion, an amended motion was made by Asst. District Attorney Weeks and seconded by Controller Stickel to include a salary range of \$40,000.00 to \$50,000.00 annually. The motion was unanimously carried.

District Attorney's Office **Requested by District Attorney Richard Consiglio**
Victim Witness Director - Temporary: A motion was made by Asst. District Attorney Weeks and seconded by Controller Stickel to create this position as Non-Union, Non-Exempt (Hourly,) Part-time and temporary at 38 hours per 2-week period, \$26.50 hourly, \$1,007.00 estimated bi-weekly and \$12,084.00 estimated annually. This position is funded by VOCA and RASA grants. This temporary position creation is to fill the void left by Sue Griep's retirement on December 20, 2019. Sue will return in a temporary part-time capacity until her replacement is hired or for 5 months 29 days, whichever comes first. Sue will maintain the hourly rate of pay she had at the time of her retirement. The motion was unanimously carried.

Court Administration **Requested by President Judge Elizabeth A. Doyle**
Administrative Technician: A motion was made by President Judge Doyle and seconded by Commissioner Burke to re-create this position as UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$10.25 hourly, \$717.50 estimated bi-weekly, \$18,655.00 estimated annually. This vacancy is due to the termination of Frances Phillips on December 30, 2019. The motion was unanimously carried.

Court Administration **Requested by President Judge Elizabeth A. Doyle**
Receptionist - Temporary: A motion was made by President Judge Doyle and seconded by Commissioner Burke to create this position as Non-Union, Non-Exempt (Hourly,) Part-Time and temporary at 42 hours per 2-week period, \$10.25 hourly, \$430.50 estimated bi-weekly, \$5,166.00 estimated annually. This request is due to Esther Myers' temporary leave of absence starting January 3, 2020. This temporary part-time position will be ended upon Esther's return or by 5 months and 29 days, whichever comes first. Robin Gindlesperger explained that the hourly rate is \$10.25 because all non-union positions should be increased 2.5% effective January 1, 2020. The motion was unanimously carried.

Court Administration **Requested by President Judge Elizabeth A. Doyle**
Law Clerk – Judge Sullivan: A motion was made by President Judge Doyle and seconded by Commissioner Burke Request is to re-create this position as Non-Union, Excluded (Salary,) Full-time at 35 hours per week, \$1,480.77.00 bi-weekly and \$38,500.00 annually. This vacancy is due to the resignation of Joshua Herne effective January 17, 2020. The motion was unanimously carried.

Court Administration Requested by President Judge Elizabeth A. Doyle

Custody Manager: A motion was made by President Judge Doyle and seconded by Commissioner Burke to re-create this position as Non-Union, Exempt (Salary,) Full-time at 35 hours per week, \$1,368.00 bi-weekly and \$35,568.00 annually. This vacancy is due to the transfer of Kim Myers to the case manager position in Domestic Relations effective January 13, 2020. Katherine Swigart explained that this position is currently Non-Union, Non-Exempt because of the recent FLSA rules changes. Following some discussion, an amended motion was made by President Judge Doyle and seconded by Commissioner Burke to re-create this position as Non-Union, Exempt (Salary,) Full-time at 35 hours per week, with a range of \$16.48 to \$17.58 hourly, \$1,153.60 to \$1,230.60 estimated bi-weekly and \$29,993.60 to \$31,995.60 estimated annually. The motion was unanimously carried.

Prothonotary's Office Requested by Prothonotary Robin Patton

Deputy Juvenile Clerk of Courts: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to re-create this position as UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$11.53 hourly, \$807.10 estimated bi-weekly, \$20,984.60 estimated annually. This vacancy is due to the resignation of Tracie Bossler effective December 20, 2019. This starting wage has been approved by UMWA. The motion was unanimously carried.

Prothonotary Patton explained to the board that the next 4 items are included in a plan to abolish 4 positions in her office and to create First and Second Deputies in each of the three courts in the Prothonotary's Office. A budget shortfall for 2020 will be calculated by the Controller. The Prothonotary will reimburse the General Fund from her Clerk of Courts Automation Fund in that amount.

Prothonotary's Office Requested by Prothonotary Robin Patton

Clerk Typist: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to abolish one Part-time Clerk Typist position which is now vacant. This position is UMWA-Court, Non-Exempt (Hourly,) Part-time at \$10.25 hourly. The motion was unanimously carried.

Prothonotary's Office Requested by Prothonotary Robin Patton

First Deputy Clerk of Courts: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to create this new position as Non-Union, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$14.3611 hourly, \$1,005.28 estimated bi-weekly, \$26,137.52 estimated annually. This new position creation mirrors the First Deputy Prothonotary position in responsibility level and job duties; therefore the request is for the wage to mirror that position as well. The motion was unanimously carried.

Prothonotary's Office Requested by Prothonotary Robin Patton

First Deputy Orphans Court: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to create this new position as Non-Union, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$14.3611 hourly, \$1,005.28 estimated bi-weekly, \$26,137.52 estimated annually. This new position creation mirrors the First Deputy Prothonotary position in responsibility level and job duties; therefore the request is for the wage to mirror that position as well.

Following some discussion an amended motion was made by Prothonotary Patton and seconded by Commissioner Webster to create a Second Deputy Orphans Courts position as UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$13.1019 hourly, \$917.13 estimated bi-weekly, \$23,845.38 estimated annually. This starting wage has been approved by UMWA. Prothonotary Patton explained that the shortage in her budget will come from her reserves for 2020 and not from the general fund. The motion was unanimously carried.

Prothonotary's Office

Requested by Prothonotary Robin Patton

Second Deputy Clerk of Courts/Orphans: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to create this new position as UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$13.1019 hourly, \$917.13 estimated bi-weekly, \$23,845.38 estimated annually. This new position creation mirrors the Second Deputy Prothonotary position in responsibility level and job duties; therefore the request is for the wage to mirror that position as well. This starting wage has been approved by UMWA. The motion was unanimously carried.

Clerk Typist: A motion was made by Prothonotary Patton and seconded by Commissioner Webster to abolish three Full-time Clerk Typist positions. These positions are UMWA-Court, Non-Exempt (Hourly,) Full-time at 35 hours per week, \$10.25 hourly, \$717.50 estimated bi-weekly, \$18,655.00 estimated annually. These positions will be vacant when staff are moved into the three positions created at today's meeting. The motion was unanimously carried.

A motion was made by Controller Stickel to create a policy that starting hourly rates for new Non-Union positions be consistent with annual wage increases. As an example, a position's wage was \$10.00 in 2019, should now start at \$10.25 - a 2.5% increase. Following some discussion, Controller Stickel withdrew his motion and will provide details for the board members to review before the next Salary Board meeting.

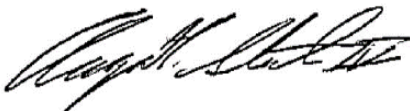
Discussion at the next Salary Board meeting will also include temporary wage increases for employees working out of class.

Controller A.C. Stickel presented the monthly Overtime Report for the information of the board.

There being no further business to discuss, the meeting was adjourned at 11:45 a.m.

The next regular Salary Board Meeting will be held on January 23, 2020
at 10:30AM in the Commissioner's Meeting Room.

Respectfully Submitted,



August C. Stickel IV
Secretary