



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of July 26, 2018 at 10:15 AM Blair County Courthouse Room 2B

### Board Members in Attendance:

Commissioner Erb, Commissioner Beam,  
Commissioner Tomassetti, Controller Stickel

### Board Members not in Attendance:

All Present

**Quorum:** Present

### Non-Board Members in Attendance:

Helen Schmitt, Nicole Hemminger, Katherine Swigart, Jennifer Sleppy, President Judge Doyle<sup>1</sup>, Grant Wills, Robin Gindlesperger, Cory Seymour, Janice Meadows, Nancy Williams, Jon Frank

**Media in Attendance:** Kay Stephens, Altoona Mirror

**Call to Order:** Commissioner Erb

**Call for Public Comment:** Commissioner Erb called for public comment on the Salary Board items. There were none at this time.

**Approval of Minutes:** A motion was made by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously carried to accept the July 12, 2018 Salary Board meeting minutes as prepared.

### Positions:

#### 1. Victim/Witness:

- Victim Witness Advocate: A motion made by Commissioner Beam and seconded by Commissioner Erb to re-create a Victim/Witness Advocate position, UMWA-Court, Non-Exempt, at the starting rate of \$10.88 per hour. This is a 35 hour per week position with an estimated bi-weekly pay of \$761.60, and an expected annual pay of \$19,801.60. The motion was unanimously carried

#### 2. Adult Parole:

- (2) Parole and Probation Officers: A motion made by Judge Doyle and seconded by Commissioner Tomassetti to re-create two Parole and Probation Officer positions, UMWA-Court, Non-Exempt, at the starting rate of \$12.20 per hour. This is a 37.5 hour per week position with an estimated bi-weekly pay of \$915.00, and an expected annual pay of \$23,790.00. The motion was unanimously carried

<sup>1</sup> Judge Doyle is a voting member for items listed under Adult Parole and Juvenile Probation

### **Social Services:**

- Quality Assurance and Housing Coordinator: A motion made by Commissioner Erb and seconded by Commissioner Beam to record Missy Gillin's promotion to Quality Assurance and Housing Coordinator and to set her bi-weekly pay at \$1,538.47 per bi-weekly pay with an annual salary of \$ 40,000.22 (Excluding longevity). This salary is effective July 30, 2018. The motion was unanimously carried.
- Administrative Assistant I: A motion made by Commissioner Erb and seconded by Commissioner Beam to re-create an Administrative Assistant I position, Non-Union, Non-Exempt, at the starting rate of \$12.82. This is a 35 hour per week position with an estimated bi-weekly pay of \$897.40, and an expected annual pay of \$23,332.40 (excluding longevity). The motion was unanimously carried.

### **Juvenile Probation:**

- Chief Juvenile Probation Officer: A motion was made by Judge Doyle and seconded by Commissioner Tomassetti to set a new starting salary for the Chief Juvenile Probation Officer, Non-Union, Exempt, at a starting bi-weekly salary of \$ \$ 2,452.10 with an annual salary of \$63,754.60. There were a number of questions, as the Human Resource director had not had time to review the proposed salary. There was agreement that by the next meeting, Ms. Swigart would provide a review of salaries for comparable positions and make a recommendation to the board. The motion was tabled.
- Acting Juvenile Probation Officer: A motion made by Judge Doyle and seconded by Commissioner Tomassetti and unanimously carried to appoint Jon Frank as Acting Chief Juvenile Probation Officer with a five percent increase to his salary, effective August 1, 2018. The motion was unanimously carried.
- Deputy Chief Juvenile Probation Officer: A motion made by Judge Doyle and seconded by Commissioner Tomassetti to re-create a Deputy Chief Juvenile Probation Officer position, Non-Union, Exempt, at the starting bi-weekly salary of \$1,615.38 to \$1,846.15, and the expected annual salary of \$42,000.00 to \$48,000.00. The motion was unanimously carried

### **GIS Office:**

- Melissa Peterson Salary: A motion made by Commissioner Tomassetti and seconded by Commissioner Beam to set Melissa Peterson's bi-weekly salary to \$1,538.47 and her expected annual salary to \$40,000.22 effective June 28, 2018. The motion was unanimously carried.
- FUNDING: A motion was made by Commissioner Tomassetti and seconded by Commissioner Beam to set the funding percentages of certain positions within the GIS Department. The motion was unanimously carried.
  - o GIS Specialist I: **50%** of the wages and benefits will be covered by the Department of Emergency Services from their 911 funds. The remaining **50%** of the wages/benefits will be covered by the GIS Department. This action is effective January 1, 2018 through June 27, 2018

Meeting of July 26, 2018 continued. . .

- GIS Specialist II: **50%** of the wages and benefits will be covered by the Department of Emergency Services from their 911 funds. The remaining **50%** of the wages/benefits will be covered by the GIS Department. This action is effective June 28, 2018
- GIS Coordinator: **20%** of the wages and benefits will be covered by the Department of Emergency Services from their 911 funds. The remaining **80%** of the wages/benefits will be covered by the GIS Department. This action is retroactive to January 1, 2018.

For clarification the reimbursement rates that affect Melissa Peterson are the same, however her position title changed on the 28<sup>th</sup> of June 2018. The wages to be reimbursed back to 1 January 2018, were the wages/benefits already paid to Melissa Peterson. At the point of her promotion to GIS Specialist II her wages/benefit amounts increased however the reimbursement rate stayed the same.

**Adjournment:** There being no further business to discuss, the meeting was adjourned.

**THE NEXT MEETING WILL BE HELD THURSDAY, AUGUST 9, 2018, AT 10:15 AM IN ROOM 2B  
AT THE BLAIR COUNTY COURTHOUSE**

Respectfully Submitted,



Secretary