



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of March 3, 2021

### 10:30 AM By Conference Call

**Board Members in Attendance:**

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

**Board Members not in Attendance:**

**Quorum:** Present

**Non-Board Members in Attendance:**

Keith Calhoun, Sarah Chuff, Judge Elizabeth Doyle<sup>1</sup>, Chris Frederickson, Nicole Hemminger, James Hudack, Meghan Irwin, Janice Meadows, Helen Schmitt, Jennifer Sleppy, Katherine Swigart, Mark Taylor

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

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**Call to Order:** Commissioner Erb called the meeting to order at 10:31 a.m.

Commissioner Erb explained the ground rules for today's teleconference. Only voting members of the Salary Board may leave their telephones unmuted during the entire meeting, but we would request each avoids excess noise from your location. All other participants should mute their telephones until called upon to speak. Public participants may speak only during the designated public comment period near the beginning of the meeting and must keep their phones muted during the rest of the meeting. Each person needs to avoid interrupting the person speaking. Each speaker **MUST** state his/her name before talking each time he/she speaks so others will know who is speaking and to ensure minutes will be accurate.

The roll was called by Tracy Miller.

**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 Burke and seconded by Commissioner Webster that the minutes from the February 17, 2021 meeting be approved. The motion was unanimously carried.

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<sup>1</sup> The judge is a voting member of the board for items in that office.

**Domestic Relations**

**Requested by President Judge Elizabeth A. Doyle**

Case Manager Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$13.7973, \$965.81 estimated bi-weekly, and \$25,111.12 estimated annually. This vacancy is due to the termination of Cheryl Moser effective 08/09/2019. Commissioner Burke seconded the motion and it was unanimously carried.

**Domestic Relations**

**Requested by President Judge Elizabeth A. Doyle**

Office Manager Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$12.8800, \$901.60 estimated bi-weekly, and \$23,441.60 estimated annually. The Union has approved the wage. This vacancy is due to the retirement of Missy Howard effective 08/31/2020. Commissioner Burke seconded the motion and it was unanimously carried.

**Adult Parole & Probation**

**Requested by President Judge Elizabeth A. Doyle**

Parole and Probation Officer Judge Doyle moved to re-create 2 (two) positions. These positions are UMWA-Court, Non-Exempt (Hourly). Full-Time at 37.50 hours per week with an hourly rate of \$13.2022, \$990.17 estimated bi-weekly, and \$25,744.30 estimated annually. The vacancies are due to the resignations of Brenna Wright effective 02/19/2021 and Emily Butler effective 02/26/2021. Commissioner Burke seconded the motion and it was unanimously carried.

**Building Maintenance**

**Requested by Katherine Swigart**

Facilities Maintenance Coordinator Commissioner Webster moved to re-set salary of incumbent for this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. Absence of the County Public Works Director results in this title and its incumbent, Jim Pooler, being eligible for the policy-provided +5% to wages effective 03/06/2021. The bi-weekly rate of \$1,477.78, \$38,422.28 annually, includes the increase. The temporary rate is effective in compliance with the salary board policy adopted February 11, 2020. Commissioner Burke seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by James Hudack, Director**

Assistant Administrator Commissioner Burke moved to re-set salary for this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. The title was re-created at the December 3, 2020 Salary Board Meeting with a bi-weekly rate of \$1,556.10, \$40,458.60 annually. An applicant has been interviewed and offered the position; however, their current wage is \$1,907.19. It is suggested that the person to whom the job was offered receive the standard 5% increase for new duties. This would be an adjusted bi-weekly rate of \$2,002.55, \$52,066.30 annually. Commissioner Webster seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by James Hudack, Director**

Children & Youth Program Casework Supervisor 1 Commissioner Burke moved to re-create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. The current starting rate of this position is \$1,368.00 bi-weekly, \$35,568.00 annually. This was established at the 05/14/2020 Salary Board Meeting. Adjusting to the 2021 increase, the new rate becomes \$1,395.36 bi-weekly, \$36,279.36 annually. This vacancy is due to Angie Best's promotion to Program Specialist effective 03/06/2021. Commissioner Webster seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by James Hudack, Director**

Casework Manager Commissioner Burke moved to re-create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. The current salary range is \$1,615.29 to \$1,730.77 bi-weekly, \$41,997.54 to \$45,000.02 annually. Adjusting to the 2019, 2020, and 2021 increases, the new range becomes \$1,739.45 to \$1,863.81 bi-weekly, \$45,225.70 to \$48,459.06 annually. This vacancy is due to Deawna Wyandt's promotion to Assistant Administrator effective 03/06/2021. Controller Stickel seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by James Hudack, Director**

Clerk Typist II – Court Aide Commissioner Burke moved to re-create this position. This position is PSSU, Non-Exempt (Hourly). Full-Time at 37.50 hours per week with an hourly rate of \$10.0000, \$750.00 estimated bi-weekly, and \$19,500.00 estimated annually. This vacancy is due to the resignation of Amanda Randow effective 02/19/2021. Commissioner Webster seconded the motion and it was unanimously carried.

**EMA**

**Requested by Chris Frederickson, Manager/Supervisor**

Administrative Assistant Commissioner Webster moved to re-create this position. This position is Non-Union, Non-Exempt (Hourly). Full-Time at 35 hours per week. The current starting rate of this position is \$11.7694 hourly, \$823.86 estimated bi-weekly, \$21,420.31 estimated annually. This was established at the 03/28/2019 Salary Board Meeting. Adjusting to the 2020 and 2021 increases, the new rate hourly rate becomes \$12.3049, \$861.34 estimated bi-weekly, \$22,394.84 estimated annually. This vacancy is due to the resignation of Autumn Hetrick effective 06/09/2020. Commissioner Burke seconded the motion and it was unanimously carried.

**Highway Department**

**Requested by Katherine Swigart**

Assistant Highway Superintendent Commissioner Webster moved to re-set salary of incumbent for this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. Absence of the County Public Works Director results in this title and its incumbent, Paul Shaffer, being eligible for the policy-provided +5% to wages effective 03/06/2021. The bi-weekly rate of \$1,583.60, \$41,173.60 annually, includes the increase. The temporary rate is effective in compliance with the salary board policy adopted February 11, 2020. Commissioner Burke seconded the motion and it was unanimously carried.

**Human Resources Department**

**Requested by Katherine Swigart, Director**

Human Resources Generalist Commissioner Erb moved to re-create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week. The current starting range of this position is \$1,280.30 to \$1,400.00 bi-weekly, \$33,287.80 to \$36,400.00 annually. This was established at the 02/08/2018 Salary Board Meeting. Adjusting to the 2019, 2020, and 2021 increases, the new range becomes \$1,378.71 to \$1,507.61 bi-weekly, \$35,846.46 to \$39,197.86 annually. This vacancy is due to the resignation of Eric Lindsfold effective 01/18/2021. Commissioner Webster seconded the motion and it was unanimously carried.

Overtime Report – Controller Stickel presented the February 2021 overtime report for the information of the board.

There being no further business to discuss, the meeting was adjourned at 11:03 a.m.

The next special Salary Board Meeting will be held on March 4, 2021 @ 10:30 AM  
By Conference Call

The next regular Salary Board Meeting will be held on March 17, 2021 @ 2:00 PM  
By Conference Call

Respectfully Submitted,



August C. Stickel IV  
Secretary