



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of October 18, 2023

2:30 p.m. In the Commissioners' Public Meeting Room

Board Members in Attendance:

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

Board Members not in Attendance:

NONE

Non-Board Members in Attendance President Judge Elizabeth A. Doyle¹, Lindsay Dempsie, Nicole Hemminger, Melena Koegler, Cathy Lythgoe, First Deputy Prothonotary Kristy Oakes², Allison Senkevich, Katherine Swigart, Warden Abbie Tate, Angela Wagner, District Attorney Peter Weeks³

Quorum: Present

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Erb called the meeting to order at 2:30 p.m.

The roll was called by Commissioner Erb.

Call for Public Comment: Commissioner Erb called for public comment on Salary Board items. There were no comments.

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Burke that the minutes from the October 4, 2023 meeting be approved. The motion was unanimously carried.

Adult Parole and Probation

Requested by President Judge Elizabeth A. Doyle

Probation Officer Support Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly), Part-Time with an average of 19 hours per week with an hourly rate of \$11.58, \$440.04 estimated bi-weekly, \$11,441.04 estimated annually. This position is limited to 999 hours per anniversary year. This vacancy is due to the resignation of Ed Drzewiecki effective 10/24/2023. Commissioner Burke seconded the motion and it was unanimously carried.

¹ The Judge is a voting member for Court related office items.

² The First Deputy Prothonotary is a voting member for items in that office.

³ The District Attorney is a voting member for items in that office.

District Attorney

Requested by District Attorney Peter J. Weeks

Pre-Sentencing Guidelines Coordinator District Attorney Weeks 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 \$12.16, \$851.20 estimated bi-weekly, \$22,131.20 estimated annually. This vacancy is due to the resignation of Natalie Newingham effective 10/20/2023. Commissioner Burke seconded the motion and it was unanimously carried.

Prothonotary

Requested by Prothonotary Robin Patton

Juvenile Clerk of Courts First Deputy Prothonotary Oakes 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 \$12.16, \$851.20 estimated bi-weekly, \$22,131.20 estimated annually. This vacancy is due to the resignation of Treva DeSimone effective 10/10/2023. Commissioner Webster seconded the motion and it was unanimously carried.

Prison

Requested by Warden Abbie Tate

Lieutenant Commissioner Webster moved to re-create this position within the hiring range of the S9 pay grade (\$48,677.26 to \$52,571.45). This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. This vacancy is due to the death of David Fogle on 10/01/2023. Controller Stickel seconded the motion and it was unanimously carried.

Public Works-Facilities

Requested by Commissioner Amy Webster

Manager Commissioner Webster moved to re-create this position within the hiring range of the S7 pay grade (\$45,004.87 to \$48,605.26). This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. This vacancy is due to the termination of Jim Pooler effective 10/05/2023. Commissioner Burke seconded the motion and it was unanimously carried.

Children, Youth & Families

Requested by Commissioner Laura Burke

Supervisor-Casework Commissioner Burke moved to set the salary for Julie Hultberg. This position is Non-Union, Exempt, Full-Time at 35 hours per week. Julie has completed the Civil Service process. Applying the Pay Policy to Julie's previous experience, she is eligible for \$1,765.58 bi-weekly, \$45,905.08 annually. This is 2% above the minimum, but within, the hiring range of S7 pay grade (\$45,004.87 to \$48,605.26). The rate should be effective as of her start date of 9/11/2023. Commissioner Webster seconded the motion and it was unanimously carried.

Pay Policy Amendment:

After discussion/review of the proposed amendment to Pay Policy, Section IV (Procedures), Section C, Item 4 (Promotions), Subsection 4, Commissioner Burke moved to approve the following amendment:

Amend section IV. C. 4. Promotion to read:

When an employee is promoted and the promotion results in their holding a position in a pay grade higher than the grade of their former position, the employee will be offered either a minimum of 5% increase from their current salary or a percentage increase based on the following:

- a. The pay rate for promoted employees may be increased 1.0% from the base figure for each year (12 consecutive months) of related previous experience as confirmed by the Human Resources Department.
- b. The pay rate for promoted employees may be increased by 1.0% from the base figure for job-relevant education or credential(s) above the minimum job qualifications as confirmed by the Human Resources Department.
- c. For relevant previous experience and education to be considered by Salary Board as a reason to apply percentage increases from the minimum of the pay grade experience and education must:
 1. Exceed the job qualifications and requirements set forth in the active job description.
 2. Be job relevant as will be confirmed by the salary vendor, historical review of incumbents' education and/or skills, and discussion(s) between Human Resources and the position's supervisor prior to submission to Salary Board.
 3. Be verified and documented by the County's third-party vendor used for background checks.

Submissions to appear on the Salary Board agenda for consideration of wages adjusted due to relevant previous experience must be documented to indicate each of 1, 2, and 3 in this subsection.

- d. A promoted employee's pay rate for experience and education may not exceed the midpoint of the corresponding pay grade.

Controller Stickel seconded the motion and it was carried with a vote of 3 yes and 1 opposed: Commissioner Webster.

There being no further business to discuss, the meeting was adjourned at 2:55 p.m.

The next regular Salary Board Meeting will be Wednesday, November 1, 2023 at 10:30 a.m.
In the Commissioners' Public Meeting Room.

Respectfully Submitted,



August C. Stickel IV
Secretary