



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of September 6, 2023 at 10:30 a.m.
In Commissioners' Public Meeting Room

Salary Board meetings are being held in person and by Zoom. To participate in the meeting, please dial 1-301-715-8592 or 1-646-876-9923 and enter Meeting ID 935 7690 9088 and then the meeting passcode 868993.

AGENDA

1. Call to Order Commissioner Bruce Erb
2. Roll Call
3. Call for Public Comment on Salary Board Items.
4. Approval of Minutes from the August 16, 2023 Meeting.

Positions:

- 5. Custody** **Requested by President Judge Elizabeth A. Doyle**
Custody Mediation Officer Request to create this position. This position is Non-Union, Per Diem (Full Day) with a rate of \$165/day. This position is limited to 999 hours per anniversary year. This position is needed to assist with Lynn Yeager's (current Custody Mediation Officer) decrease in hours effective 10/2023.
- 6. Custody** **Requested by President Judge Elizabeth A. Doyle**
Custody Processor Request 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This vacancy is due to Nevaeh Brubaker's promotion to Custody Manager effective 08/21/2023
- 7. Court Administration** **Requested by President Judge Elizabeth A. Doyle**
Court Reporter Request 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 \$16.30, \$1,141.00 estimated bi-weekly, \$29,666.00 estimated annually (also eligible for per-page typing fee set forth in Pennsylvania code). This vacancy is due to the resignation of Jackie Kormanski effective 07/28/2023.
- 8. Domestic Relations** **Requested by Director Marc Seifert**
Presented by President Judge Elizabeth A Doyle
Department Clerk I Request 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This position is funded at 66% by state reimbursement. This vacancy is due to Sharon Henry transferring back to the Department Clerk I position, but filling the vacancy via the 05/29/2023 resignation of Vanessa Peterman.



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- 9. Adult Parole and Probation** **Requested by President Judge Elizabeth Doyle**
Supervisor Request to set the salary for Nick Shope. This position is Non-Union, Exempt (Salary) Full-Time at 35 hours per week. Applying the Pay Policy to Nick's previous experience, he is eligible for \$1,817.51 bi-weekly or \$47,255.26 annually. This is +5% above the minimum of the hiring range of pay grade S7 (\$45,004.87 to \$48,605.26).
- 10. Juvenile Probation** **Requested by Chief Juvenile Probation Officer Joseph Cox**
Presented by President Judge Elizabeth A Doyle
Administrative Support Request 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 \$11.58, \$810.60 estimated bi-weekly, \$21,075.60 estimated annually. This vacancy is due to the resignation of Katelyn Williams effective 09/13/2023.
- 11. Prothonotary** **Requested by Prothonotary Robin Patton**
Receptionist/Clerk Request 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This vacancy is due to Kristy Rodriguez transferring to Parole and Probation Officer in Adult Parole and Probation effective 09/04/2023.
- 12. Elections and Voter Registration** **Requested by Director Sarah Seymour**
Temporary Department Assistant Request to re-create this position. This position is Non-Union, Non-Exempt (Hourly), Temporary (from October 2, 2023 – November 10, 2023 {6 weeks}), Full-Time at 35 hours per week with an hourly rate of \$11.00. The total cost for this position would be \$2,310.00. This position is needed for the November 7, 2023 election.
- 13. Public Works-Facilities** **Requested by Manager James Pooler**
Maintenance Technician Request to re-create this position. This position is SEIU-Custodial/Highway/Maintenance, Non-Exempt (Hourly), Full-Time at 40 hours per week with an hourly rate of \$18.48, \$1,478.40 estimated bi-weekly, \$38,438.40 estimated annually. This vacancy is due to Alex Brehm transferring to Maintenance Technician-Carpenter effective 08/14/2023.
- 14. Social Services** **Requested by Director Tricia Maceno**
Mental Health Program Coordinator Request to set the salary for Cindy James. This position is Non-Union, Exempt (Salary) Full-Time at 35 hours per week. Applying the Pay Policy to Cindy's previous experience, she is eligible for \$2,186.98 bi-weekly or \$56,861.48 annually. This is the maximum of the hiring range of pay grade S11 (\$52,649.33 to \$56,861.28). The effective date of transfer is 09/11/2023.
- 15. Children, Youth, and Families** **Requested by Commissioner Laura Burke**
Fiscal Assistant Request to re-create this position. This position is PSSU, Non-Exempt (Hourly) Full-Time at 37.5 hours per week with an hourly rate of \$11.68, \$876.00 estimated bi-weekly, \$22,776.00 estimated annually. This position is reimbursed at 80% by Act 148 funds. This vacancy is due to Kyle Brashear transferring to Payroll Administrator effective 01/17/2022.
- 16. Children, Youth, and Families** **Requested by Commissioner Laura Burke**
Supervisor Request 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 position is reimbursed at 80% by Act 148 funds. This vacancy is due to the resignation of Lesa Dively effective 07/01/2022.



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17. Children, Youth, and Families

Requested by Commissioner Laura Burke

Supervisor Request to set the salary for Nick Soto. This position is Non-Union, Exempt (Salary) Full-Time at 35 hours per week. Applying the Pay Policy to Nick's previous experience, he is eligible for \$1,748.27 bi-weekly or \$45,455.02 annually. This is +1% above the minimum of the hiring range of pay grade S7 (\$45,004.87 to \$48,605.26). The effective date will be documented at the meeting.

18. Children, Youth, and Families

Requested by Commissioner Laura Burke

Temporary Department Assistant Request to create and set the salary for this position. This position is Non-Union, Non-Exempt (Hourly), Temporary, Full-Time at 37.5 hours per week with an hourly rate of \$11.13. This position is limited to 5 months and 29 days. This vacancy is due to Patti Emigh transferring from Temporary Department Assistant (doing work of Clerk Typist II-Fiscal Aide) to Temporary Department Assistant (doing work of Fiscal Assistant) effective 09/11/2023.

19. Children, Youth, and Families

Requested by Commissioner Laura Burke

Temporary Department Assistant Request to create and set the salary for this position. This position is Non-Union, Non-Exempt (Hourly), Temporary, Part-Time (average of 19 hours per week) with an hourly rate of \$11.13. This vacancy is due to Olivia Bosar's resignation from the Full-Time Temporary Department Assistant effective 09/01/2023.

20. Controller

Requested by Controller A.C. Stickel

Accounts Payable Specialist Request to abolish this position/title. This position is Non-Union, Non-Exempt (Hourly) Full-Time at 35 hours per week.

21. Controller

Requested by Controller A.C. Stickel

Accounts Payable Coordinator Request to create this position. This position is UMWA-Residual, Non-Exempt (Hourly) Full-Time at 35 hours per week with an hourly rate of \$14.78, \$1,034.60 estimated bi-weekly, \$26,899.60 estimated annually. Robin Pozgar (currently Account Payable Specialist, Non-Union) would fill this position and her pay would increase to the \$14.78 (effective 09/02/2023) set by the Collective Bargaining Agreement.

22. Controller

Requested by Controller A.C. Stickel

Accounts Payable Coordinator Request to re-create this position. This position is UMWA-Residual, Non-Exempt (Hourly) Full-Time at 35 hours per week with an hourly rate of \$14.78, \$1,034.60 estimated bi-weekly, \$26,899.60 estimated annually. This vacancy is due to the retirement of Marie Wentz effective 11/03/2023.

23. Discussion/Review of Pay Policy, Section IV (Procedures), Section C, Item 4 (Promotions), Subsection 4.

24. Overtime and Additional Time Report

25. Adjournment

The next regular Salary Board Meeting will be September 20, 2023 at 2:30 p.m.
In Commissioners' Public Meeting Room.