

Reviewed by: TSS
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**SALARY BOARD MINUTES
DECEMBER 11, 2012**

Those present at the public meeting of the Salary Board held in Room 100 of the Courthouse Annex:

Commissioner Tim Brooks	Commissioner Vince Witherup
Commissioner Bonnie Summers	Denise Jones, Chief Clerk
Abby Flockerzi, Admin. Asst	Rich Winkler, Solicitor
Diona Brick, Fiscal	Bill Kresinski, MIS
Pennie Maclean, HR	Rich Mihalic, Park
Jeffrey Ruditis, Prison	Jayne Romero, MH/DS
David Schwille, CYS	Deborah Sharpe, Treasurer
Major Smith, Prison	Sheila Boughner, News Media
Jim Gross, GBS Television	Robert Taylor, Southwestern PA Legal Services
Pastor Barry Markel, Community Church of God, Cooperstown, Pennsylvania	

Prior to the meeting, a public prayer was offered by Pastor Barry Markel from the Community Church of God. Commissioner Brooks then led the group in the Pledge of Allegiance.

The Retirement Board meeting was convened and adjourned prior to the beginning of the Salary Board meeting and the Salary Board meeting was convened and adjourned prior to the beginning of the Election Board and Commissioner Board meetings.

Call to Order:

Commissioner Brooks called the Salary Board meeting to order at 6:03pm.

Approval of the Minutes from the November 13, 2012 Meeting:

Commissioner Summers made a motion to approve the minutes from the November 13, 2012 meeting, seconded by Commissioner Witherup, aye all.

Public Comment:

There was no public comment on the agenda as presented.

Salary Board Items for Consideration:

Ms. Maclean presented the Salary Board agenda for approval:

DEPARTMENT #210 – DOMESTIC RELATIONS

CREATE

Deputy Director
Full-Time Exempt
Exempt Pay Grade 2
Effective 01/01/13

ABOLISH

Conference Officer/IRS Coordinator
Full-Time Exempt
Exempt Pay Grade 1
Effective 01/01/13

DEPARTMENT #520 – CHILDREN AND YOUTH SERVICES

CREATE

Senior Caseworker (SAP Liaison)
Full-Time
Non-Union Hourly Pay Grade 7
Effective 11/05/12

ABOLISH

Caseworker
Full-Time
Non-Union Hourly Pay Grade 6
Effective 11/05/12

CREATE

Caseworker
Full-Time
Non-Union Hourly Pay Grade 6
Effective 12/05/12

ABOLISH

Senior Caseworker (SAP Liaison)
Full-Time
Non-Union Hourly Pay Grade 7
Effective 12/05/12

CREATE

Casework Supervisor (IL/Foster Care)
Full-Time
Exempt Pay Grade 3
Effective 11/11/12

ABOLISH

Program Specialist
Full-Time
Exempt Pay Grade 2
Effective 11/11/12

DEPARTMENT #535 – SUBSTANCE ABUSE

CREATE

Senior Caseworker (Drug & Alcohol emphasis)
Full-Time
Non-Union Hourly Pay Grade 7
Effective 12/07/12

ABOLISH

Drug & Alcohol Case Management Specialist
Full-Time
Non-Union Hourly Pay Grade 6
Effective 12/07/12

DEPARTMENT #540 – MH/DS

CREATE

Program Manager (Intellectual Disability)
Full-Time
Exempt Pay Grade 4
Effective 11/25/12

CREATE

Program Manager (Mental Health)
Full-Time
Exempt Pay Grade 4
Effective 11/25/12

CREATE

Program Manager (Early Intervention)
Full-Time
Exempt Pay Grade 4
Effective 11/25/12

ABOLISH

Senior Program Specialist (3 positions)
Full-Time
Exempt Pay Grade 3
Effective 11/25/12

Commissioner Witherup made a motion to approve the above Salary Board Agenda items, seconded by Commissioner Summers, aye all.

Row Offices Items for Informational Purposes:

Ms. Maclean presented the Row Offices items for informational purposes:

PERSONNEL TRANSACTIONS AS A RESULT OF EXISTING VACANCIES:

PROBATIONARY NEW HIRE – In Department #270 (Sheriff) of **Jeffrey Hollidge, Jr.**, Deputy Sheriff, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 12/17/12; Special Conditions:** Filling existing vacancy.

INCREASE IN HOURS – In Department #210 (Domestic Relations) of **Michael Tanner**, Compliance Officer, Part-Time, Non-Union Hourly Pay Grade 5 (\$12.80/hr.) **from 40 hours/pay to 48 hours/pay, effective 01/01/13.**

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PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

POSITION REALLOCATION – In Department #210 (Domestic Relations) of **Denise Swartz**, **from** Conference Officer/IRS Coordinator, Full-Time Exempt, Exempt Pay Grade 1 (\$36,100/yr.) **to** Deputy Director/Domestic Relations, Full-Time Exempt, Exempt Pay Grade 2 (\$38,988/yr.), **effective 01/01/13; Special Conditions:** Filling newly created position ratified at December Salary Board.

Approval of Complement and Salaries for 2013:

Ms. Maclean presented the Complement and Salaries for 2013 for approval.

Commissioner Summers made a motion to approve the Complement and Salaries for 2013, seconded by Commissioner Witherup, aye all.

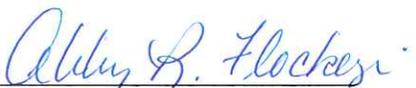
Other Business:

There was no other business to be conducted.

Adjournment:

The meeting adjourned at 6:04 p.m. upon a motion by Commissioner Witherup and a second by Commissioner Summers, aye all.

Respectfully submitted,


Abby R. Flockerzi, Admin. Assist.