

Reviewed by: TSR
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**SALARY BOARD MINUTES
JANUARY 8, 2013**

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

Commissioner Tim Brooks
Commissioner Bonnie Summers
Abby Flockerzi, Admin. Asst.
OC Bell, Airport
Bill Kresinski, MIS
Rich Mihalic, Park
Jayne Romero, MH/DS
Deborah Sharpe, Treasurer
Ken King, Citizen

Commissioner Vince Witherup
Denise Jones, Chief Clerk
Rich Winkler, Solicitor
Diona Brick, Fiscal
Pennie Maclean, HR
Jeffrey Ruditis, Prison
David Schwille, CYS
Sheila Boughner, News Media
Paulette King, Citizen

Prior to the meeting, a moment of silence was observed. 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 December 11, 2012 Meeting:

Commissioner Witherup made a motion to approve the minutes from the December 11, 2012 meeting, seconded by Treasurer Sharpe, 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:

TRANSFERS:

Requesting Salary Board approval for the following transfers **effective 01/06/13** due to the development of new departments:

<u>Position:</u>	<u>From:</u>	<u>To:</u>
Budget Analyst II	CYS #520	Human Svs. Fiscal #509
Budget Analyst II	MH/DS #540	Human Svs. Fiscal #509
Fiscal Technician	CYS #520	Human Svs. Fiscal #509
Accountant	OEO #570	Human Svs. Fiscal #509
Fiscal Technician (2 positions)	MH/DS #540	Human Svs. Fiscal #509
Fiscal Operations Officer I	Substance Abuse #535	Human Svs. Fiscal #509
Director, Human Svs. Fiscal	MH/DS #540	Human Svs. Fiscal #509
Fiscal Operations Officer I	AAA #510	Human Svs. Fiscal #509
Fiscal Operations Officer I	CYS #520	Human Svs. Fiscal #509
Protective Svs. Care Mgr. (2)	AAA #510	PICs #530
Senior Caseworker (3)	MH/DS #540	PICs #530
Senior Caseworker (8)	CYS #520	PICs #530
Casework Supervisor (2)	CYS #520	PICs #530
Casework Supervisor	MH/DS #540	PICs #530
Casework Manager (IIU)	CYS #520	PICs #530
MHDS/IIU Program Director	MH/DS #540	PICs #530
Community Health Nurse I	AAA #510	PICs #530
Department Clerk III (2 positions)	MH/DS #540	Human Svs. Clerical #531
Department Clerk II	CYS #520	Human Svs. Clerical #531
Department Clerk II	AAA #510	Human Svs. Clerical #531

DEPARTMENT #305 – PRISON

ABOLISH

Corrections Officer (16 positions)
AFSCME position
Part-Time
AFSCME Pay Grade 11
Effective 02/03/13

CREATE

Corrections Officer (12 positions)
AFSCME position
Full-Time
AFSCME Pay Grade 11
Effective 02/03/13

ABOLISH

Deputy Warden
Full-Time
Exempt Pay Grade 2
Effective 01/05/13

DEPARTMENT #510 – AAA

ABOLISH

Vehicle Driver (3 positions)
SEIU position
Part-Time
SEIU Pay Grade 4
Effective 01/02/13

DEPARTMENT #520 – CHILDREN AND YOUTH SERVICES

CREATE

Casework Intern
Temporary Full-Time
Non-Union Hourly Pay Grade 1
Effective 01/01/13
Note: Temporary position for no more than 300 hours.

CREATE

Casework Intern (2 positions)
Temporary Full-Time
Non-Union Hourly Pay Grade 1
Effective 01/01/13
Note: Temporary positions for no more than 600 hours.

DEPARTMENT #530 – PICs

CREATE

Senior Caseworker
Full-Time
Non-Union Hourly Pay Grade 7
Effective 01/02/13

DEPARTMENT #540 – MH/DS

ABOLISH

Caseworker
Full-Time
Non-Union Hourly Pay Grade 6
Effective 01/02/13

ABOLISH

Fiscal Assistant
SEIU position
Full-Time
SEIU Pay Grade 8
Effective 01/02/13

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

EXEMPT NEW HIRE – In Department #260 (District Attorney) of **Justin Fleeger**, Assistant District Attorney, Probationary Full-Time, Exempt, Legal Exempt Pay Grade 2 (\$43,012/yr.), **effective 01/03/13; Special Conditions:** Filling existing vacancy.

END OF PROBATION – In Department #210 (Domestic Relations) of **Michael Tanner**, Compliance Officer, Part-Time, 40 hours/pay, **effective 11/30/12.**

CHANGE IN EMPLOYMENT STATUS / TRANSFER / DECREASE IN HOURS – In Department #520 (Children and Youth Services) of **Jennifer Mattocks**, Department Clerk II, SEIU position, **from** Full-Time, 75 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **to** Department #180 (Treasurer), Part-Time, 68 hours/pay, SEIU Pay Grade 6 (\$8.80/hr.), **effective 12/13/12; Special Conditions:** Filling existing vacancy.

DECREASE IN HOURS – In Department #260 (District Attorney) of **Jennifer Moon**, Victim Witness Coordinator, Full-Time, Non-Union Hourly Pay Grade 6 (\$14.99/hr.), **from** 80 hours/pay **to** 70 hours/pay, **effective 01/01/13; Special Conditions:** STOP Grant funding not awarded for 2013.

SEPARATION OF EMPLOYMENT - RETIREMENT – In Department #260 (District Attorney) of **William Martin**, First Assistant District Attorney, **effective 01/04/13**

SEPARATION OF EMPLOYMENT – In Department #265 (Prothonotary) of **Paula Milliren**, Department Clerk II, **effective 12/31/12.**



PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:

NONE

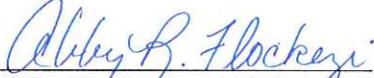
Other Business:

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 Treasurer Sharpe, aye all.

Respectfully submitted,


Abby R. Flockerzi, Admin. Assist.