

Reviewed by: _____

**SALARY BOARD MINUTES
February 14, 2012**

Those present at the public meeting of the Venango County Commissioners 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	Judy Downs, Planning
Bill Kresinski, MIS	Pennie Maclean, HR
Rich Mihalic, Park	Paula Palmer, Prothonotary
David Schwille, Human Services	Deborah Sharpe, Treasurer
Diane Weckerly, Human Services	Sheila Boughner, News Media
B. J. Brooks – Public	Larry DeLong – Oil and Gas
Pastor Steve Henry, Victory Heights United Brethren Church	

Prior to the meeting, Pastor Steve Henry from the Victory Heights United Brethren Church offered a prayer. 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 and Commissioner Board meetings.

Commissioner Brooks called the Salary Board meeting to order at 6:04pm.

Treasurer Sharpe made a motion to approve the minutes from the January 10, 2012 meeting, seconded by Commissioner Summers, aye all.

Ms. Maclean presented the Salary Board agenda for approval with one change. The change being “Temporary positions extended through 12/31/12” listed under “EXTENSION OF TEMPORARY POSITION” for Children and Youth Services should be 6/30/12 not 12/31/12.

POSITION RECLASSIFICATIONS – HUMAN SERVICES

Requesting blanket approval for changes to the following job titles (no change in pay grades):

<u>Prior job title:</u>	<u>New job title:</u>	<u>Pay Grade:</u>
Social Casework Intern	Casework Intern	NUHR 1
Aging Care Manager I	Aging Casework Trainee	NUHR 5
Caseworker I	Casework Trainee	NUHR 5
Drug & Alcohol Case Mgt. Specialist Trainee	Drug & Alcohol Casework Trainee	NUHR 5

Aging Care Manager II	Aging Care Manager	NUHR 6
Caseworker II	Caseworker	NUHR 6
Aging Care Manager III	Protective Services Care Manager	NUHR 7
Caseworker III	Senior Caseworker	NUHR 7
Aging Case Aide II	Aging Case Aide	SEIU 6
Program Specialist I	Program Specialist	EXEMPT 2
Program Specialist II	Senior Program Specialist	EXEMPT 3

DEPARTMENT #520 – CHILDREN & YOUTH SERVICES

CREATE

Casework Intern
 Temporary Full-Time
 Non-Union Hourly Pay Grade 1
 Effective 01/09/12
 Note: Temporary position for up to 600 hours.

CREATE

Caseworker (2 positions)
 Full-Time
 Non-Union Hourly Pay Grade 6
 Effective 01/23/12
 Note: Outreach positions for the Oil City School District.

EXTENSION OF TEMPORARY POSITION

MTFC Skills Coach (3 positions)
 Temporary Part-Time
 Non-Union Hourly Pay Grade 1
 Effective 01/01/12
 Note: Temporary positions extended through 12/31/12.

DEPARTMENT #535 – SUBSTANCE ABUSE

ABOLISH

Drug & Alcohol Case Management Specialist
 Full-Time
 Non-Union Hourly Pay Grade 6
 Effective 03/01/12

CREATE

Lead Drug & Alcohol Case Management Specialist
 Full-Time
 Non-Union Hourly Pay Grade 7
 Effective 03/01/12

DEPARTMENT #205 - COURTS

ABOLISH

Court Recording Monitor/Transcriptionist
 Full-Time
 Non-Union Hourly 4
 Effective 02/01/12

CREATE
Lead Court Recording Monitor/Transcriptionist
Full-Time
Non-Union Hourly 5
Effective 02/01/12

DEPARTMENT #265 - PROTHONOTARY

CREATE
Department Clerk II
Part-Time
Non-Union Hourly 2
Effective 01/23/12

CORRECTION TO 01/10/12 SALARY BOARD ITEMS

DEPARTMENT #310 - COURT SUPERVISION SERVICES

CREATE
Victim Community Awareness Facilitator
Part-Time On Call
\$27.00/hr.
Effective 05/01/12
Note: Facilitators are paid through the CYS needs-based budget.

Note: Effective date should reflect 01/05/12.

Commissioner Summers thanked the Committee for the work they provided on revising the job titles, which was required as a result of converting from the state civil service system to the county merit based system. "Good Job!"

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

Upon a motion by Commissioner Summers, and a second by Treasurer Sharpe, the meeting was adjourned at 6:08pm.

Respectfully submitted,

Abby R. Flockerzi, Admin. Assist.