



Temporary Part-Time  
Non-Union Hourly Pay Grade 1  
Effective 09/17/12  
Note: Position extended through 03/16/2013 per Records Improvement meeting on 08/15/12.

**DEPARTMENT #510 - AAA**

**ABOLISH**  
Aging Care Manager  
Full-Time  
Non-Union Hourly Pay Grade 6  
Effective 10/01/12

**DEPARTMENT #520 – CHILDREN AND YOUTH SERVICES**

**ABOLISH**  
Casework Intern  
Temporary Full-Time  
Non-Union Hourly Pay Grade 1  
Effective 09/05/12

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:**

**PROBATIONARY NEW HIRE** – In Department #250 (Register & Recorder) of **Millisia Smith**, Department Clerk II, Part-Time, 68 hours/pay, Non-Union Hourly Pay Grade 2 (\$9.55/hr.), **effective 09/17/12**; **Special Conditions:** Filling existing vacancy. In Department #270 (Sheriff) of **M. Paul Lehman**, Deputy Sheriff, Full-Time, 80 hours/pay, Non-Union Hourly Pay Grade 6 (\$13.96/hr.), **effective 10/01/12**; **Special Conditions:** Filling existing vacancy.

**END OF PROBATION** – In Department #180 (Treasurer) of **Jennifer Mattocks**, Department Clerk II, Part-Time, 68 hours/pay, **effective 10/07/12**.

**PROMOTION** – In Department #260 (District Attorney) of **William Martin, Jr.**, from Assistant District Attorney, Full-Time Exempt, Legal Exempt Pay Grade 2 (\$53,759/yr.) to First Assistant District Attorney, Full-Time Exempt, Legal Exempt Pay Grade 3 (\$58,060/yr.), **effective 08/28/12**; **Special Conditions:** Filling existing vacancy.

**SEPARATION OF EMPLOYMENT** – In Department #270 (Sheriff) of **Andrew Cozad**, Deputy Sheriff, **effective 09/21/12**.

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**PERSONNEL TRANSACTIONS AS A RESULT OF NEWLY CREATED POSITIONS:**

**EXTENSION OF TEMPORARY ASSIGNMENT** – In Department #265 (Prothonotary) of **Clarice Koby**, Department Clerk Intern, Temporary Part-Time, 42 hours/pay, Non-Union Hourly Pay Grade 1 (\$8.44/hr.), **effective 09/17/12**; **Special Conditions**: Ratified at October Salary Board meeting.

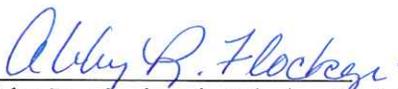
**Other Business:**

There was no other business to be conducted.

**Adjournment:**

The meeting adjourned at 6:05 p.m. upon a motion by Commissioner Summers and a second by Commissioner Witherup, aye all.

Respectfully submitted,

  
Abby R. Flockerzi, Admin. Assist.