



# BLAIR COUNTY SALARY BOARD

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

## Blair County Salary Board Meeting of December 3, 2020

### 10:30 AM By Conference Call

**Board Members in Attendance:**

Commissioner Laura Burke, Commissioner Bruce Erb, Controller A.C. Stickel, Commissioner Amy Webster

**Board Members not in Attendance:** NONE

**Quorum:** Present

**Non-Board Members in Attendance:**

Judge Elizabeth Doyle<sup>1</sup> Nicole Hemminger, Jennifer Sleppy, Katherine Swigart, Tracy Miller, Jim Hudack, Janice Meadows, Sarah Chuff, DeAnna Heichel, Keith Calhoun, Abbie Tate

**Media in Attendance:** Kay Stephens – Altoona Mirror

**Call to Order:** Commissioner Erb called the meeting to order at 10:33 a.m.

Commissioner Erb explained the ground rules for today's teleconference. Only voting members of the Salary Board may leave their telephones unmuted during the entire meeting, but we would request each avoids excess noise from your location. All other participants should mute their telephones until called upon to speak. Public participants may speak only during the designated public comment period near the beginning of the meeting and must keep their phones muted during the rest of the meeting. Each person needs to avoid interrupting the person speaking. Each speaker **MUST** state his/her name before talking each time he/she speaks so others will know who is speaking and to ensure minutes will be accurate.

The roll was called by Tracy Miller.

**Call for Public Comment:** Kay Stephens (Altoona Mirror) stated she had questions regarding the creation of two Temporary Department Assistants in the Human Resources Department.

**Approval of Minutes:** A motion was made by Commissioner Burke and seconded by Controller Stickel that the minutes from the November 12, 2020 meeting be approved. The motion was unanimously carried.

**Court Administration****Requested by President Judge Elizabeth A. Doyle**

Tipstaff Discussion of the complement vs. current staffing occurred. A formalization of the complement will occur at the December 10, 2020 Salary Board Meeting.

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<sup>1</sup> The judge is a voting member of the board for items in that office.

**Domestic Relations**

**Requested by Keith Calhoun, Director**

Department Clerk I Judge Doyle moved to abolish one Secretary II position, vacated by Karen Brandt's resignation effective 5/31/2019. (This was created at the 6/27/19 Salary Board Meeting, but a search did not occur.) Create one Department Clerk I position to replace the Secretary II position. This position is UMWA-Court, Non-Exempt (Hourly). Full-Time at 35 hours per week with an hourly rate of \$10.2500, \$717.50 estimated bi-weekly and \$18,655.00 estimated annually. Starting wages for both positions are the same. Commissioner Burke seconded the motion and it was unanimously carried.

**District Attorney's Office**

**Requested by District Attorney Peter J. Weeks**

Administrative Clerk Commissioner Burke moved 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 \$10.2500, \$717.50 estimated bi-weekly and \$18,655.00 estimated annually This vacancy is due to the resignation of Amarah Bidoli, effective 11/30/2020. Controller Stickel seconded the motion and it was unanimously carried.

**Assessment Office**

**Requested by DeAnna Heichel,  
Chief Assessor/ Director of Assessment**

Assessor I or II Commissioner Burke moved 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 \$11.4866, \$804.06 estimated bi-weekly and \$20,905.54 estimated annually. If the hire qualifies for Assessor II, the hourly rate would be \$12.7323, \$891.26 estimated bi-weekly and \$23,172.87 estimated annually. This vacancy is due to Kara Snyder transferring to another County Department effective 8/31/2020. Controller Stickel seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by Jim Hudack, Interim Administrator**

Children & Youth Fiscal Officer 1 Commissioner Burke moved to re-title this position from Fiscal Unit Supervisor to Children & Youth Fiscal Officer 1. This position is Non-Union, Exempt (Salary) Full-Time at 35 hours per week. Commissioner Webster seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by Jim Hudack, Interim Administrator**

Fiscal Technician Commissioner Burke moved to re-create this position. This position is Non-Union, Non-Exempt (Hourly). Full-Time at 37.5 hours per week with an hourly rate of \$14.3300, estimated bi-weekly rate of \$1,074.75, \$27,943.50 estimated annually. This position is on our County Complement. The County Complement is with Civil Service and not through Salary Board action. Employees in a collective bargaining agreement cannot perform some of the additional functions needed in this position. This vacancy is due to Amy Wertz's last day as Fiscal Technician which was 08/31/2018. This position will be covered by 80% state and 20% county contributions. Commissioner Webster seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by Jim Hudack, Director**

Assistant Administrator I Commissioner Burke moved to re-create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week with a bi-weekly rate of \$1,556.10, \$40,458.60 annually. This position is already in the 2020 budget. This vacancy is due to M. Georgette Ayers' retirement effective 06/05/2020. Commissioner Webster seconded the motion and it was unanimously carried.

**Children, Youth & Families**

**Requested by Jim Hudack, Director**

County Program Specialist I Commissioner Burke moved to re-create this position. This position is Non-Union, Exempt (Salary). Full-Time at 35 hours per week with a bi-weekly rate of \$1,411.90, \$36,709.40 annually. This vacancy is due to Ashley Smyder's resignation effective 10/02/2020. Commissioner Webster seconded the motion and it was unanimously carried.

**Highway**

**Requested by Rocky Greenland**

Laborer Request to re-create this position. This position is SEIU-Highway/Maintenance, Non-Exempt (Hourly). Full-Time at 40 hours per week with an hourly rate of \$15.6700, \$1,253.60 estimated bi-weekly and \$32,593.60 estimated annually. This vacancy is due to the retirement of Steve Pielmeier effective 11/27/2020. Commissioner Webster requested this discussion be postponed until the December 10, 2020 Salary Board Meeting. She would like to speak with Rocky Greenland.

**Human Resources**

**Requested by Katherine Swigart, Human Resources Director**

Temporary Department Assistant Commissioner Erb moved to create two positions. These positions are Non-Union, Non-Exempt (Hourly). Part-Time at 19 hours per week with an hourly rate of \$12.0000 per hour, \$11,988.00 estimated annually. Each position would have a maximum of 999 hours for the maximum duration of 5 months and 29 days. The positions would assist with COVID intake, recordkeeping, release to work, etc. Katherine Swigart gave an in depth explanation of the impact that COVID-19 has placed on the HR Department and why the assistance needed. These positions are not in the HR 2020 or 2021 budget; anticipate using CARES Act funding. Commissioner Webster seconded the motion and it was unanimously carried.

**Prison**

**Requested by Warden Abbie Tate**

Correctional Case Manager Controller Stickel moved 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 \$10.7264, \$750.85 estimated bi-weekly, \$19,522.08 estimated annually. This vacancy is due to the resignation of Theresa Lingle effective 10/27/2020. Commissioner Webster seconded the motion and it was unanimously carried.

There being no further business to discuss, the meeting was adjourned at 11:31 am

Meeting of December 3, 2020 continued. . .

The next regular Salary Board Meeting will be held on December 10, 2020  
Location to be determined.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "August C. Stickel IV". The signature is fluid and cursive, with the first name "August" being the most prominent.

August C. Stickel IV  
Secretary