



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of July 17, 2025, at 1:00 p.m.
in the Commissioner's Public Meeting Room.

AGENDA

1. Call to Order.....Commissioner David Kessler
2. Moment of Silent Reflection.
3. Pledge of Allegiance.
4. Call for Public Comment on Salary Board Items.
5. Approval of Minutes from the May 15, 2025 meeting.

Positions:

6.

Department	Court Administration			Requested By:	President Judge Wade A. Kagarise		
Type	Other			# of Positions	20		
Position	Tipstaff - Court (Pool)			Position #	346001		
Union	UMWA – Court related		Exempt Status	Non-Exempt			
PT/FT Status	Part-time (max 999 hours per anniversary year)			Schedule	19 hours per week		
Wage	\$13.75	Per hr.	\$110,000	expected bi-weekly	110,000	expected annually	
Funding Source	001 General Fund			Budget	Not Included in Budget		
Effective Date	08/02/2025						
Request	Creation of tipstaff pool						
Reason/Justification	Requesting creation of tipstaff pool of 8000 hours, 20 people maximum. No single employee to exceed 999 hours in an anniversary year. This pool would allow Court to better allocate hours while ensuring Court staff coverage. Creating a tipstaff pool will increase flexibility for recruitment and as a result better serve the administration of justice.						

7.

Department	Court Administration			Requested By:	President Judge Wade A. Kagarise		
Type	Creation			# of Positions	1		
Position	Administrative Technician			Position #			
Pay Grade	H-1	Step	Step 1				
Union	Non-union		Exempt Status	Non-Exempt			
PT/FT Status	Part-time (max 1,500 hours per benefit plan year)			Schedule	29 hours per week		
Wage	\$12.47	Per hr.	\$361.63	expected bi-weekly	\$9,402.38	expected annually	
Funding Source	001 General Fund			Budget	Not Included in Budget		
Effective Date	8/2/2025						
Request	Confirming position						
Reason/Justification	Confirming this position within the County's Position Control. Confirming this position will allow it to be utilized for the increased court activity when the number of commissioned judges is increased and in light of the vacancies existing in the court reporter/court recorder compliment.						



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8.

Department	Court Administration		Requested By:	President Judge Wade A. Kagarise		
Type	Set Rate			# of Positions	1	
Position	Custody Manager			Position #	128204	
Pay Grade	H-10	Step	Step 4			
Union	Non-Union			Exempt Status	Non-Exempt	
PT/FT Status	Full-time			Schedule	35 hours per week	
Wage	\$ 20.33	Per hr.	\$ 1423.10	expected bi-weekly	\$ 37000.60	expected annually
Funding Source	001 General Fund			Budget	Included in Budget	
Effective Date	1/4/2025					
Request	Set Step for incumbent					
Reason/Justification	Pay Policy application for Marissa Amerine.					

9.

Department	Court Administration		Requested By:	President Judge Wade A. Kagarise		
Type	Set Rate			# of Positions	1	
Position	Civil Case Manager			Position #	204802	
Pay Grade	H-10	Step	Step 10			
Union	Non-union			Exempt Status	Non-Exempt	
PT/FT Status	Full-time			Schedule	35 hours per week	
Wage	\$22.12	Per hr.	\$1,548.40	expected bi-weekly	\$40,258.40	expected annually
Funding Source	001 General Fund			Budget	Included in Budget	
Effective Date	4/26/2025					
Request	Set Step for incumbent					
Reason/Justification	Pay Policy application for Thomas Rice.					

10.

Department	Judge Milliron		Requested By:	President Judge Wade A. Kagarise		
Type	Set Rate			# of Positions	1	
Position	Law Clerk			Position #	1288405	
Pay Grade	S-5	Step	Step 7			
Union	Non-union			Exempt Status	Exempt	
PT/FT Status	Full-time			Schedule	35 hours per week	
Salary	\$2,112.40		bi-weekly	\$54,922.40	annually	
Funding Source	General Fund			Budget	Included in budget	
Effective Date	1/4/2024					
Request	Set Step for incumbent.					
Reason/Justification	Pay Policy application for Vicki Wertz.					

11.

Department	Judge Bernard		Requested By:	Judge Jackie Atherton Bernard		
Type	Set Rate			# of Positions	1	
Position	Law Clerk			Position #	128403	
Pay Grade	S-5	Step	Step 4			
Union	Non-union			Exempt Status	Exempt	
PT/FT Status	Full-time			Schedule	35 hours per week	
Salary	\$2,020.13		bi-weekly	\$52,523.38	annually	
Funding Source	General Fund			Budget	Included in budget	
Effective Date	1/4/2024					
Request	Set Step for incumbent					
Reason/Justification	Pay Policy application for Salua Kamerow					



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12.

Department	Judge Bernard	Requested By:	Judge Jackie Atherton Bernard
Type	Set Rate	# of Positions	1
Position	Judicial Executive Assistant	Position #	207503
Pay Grade	H-9	Step	Step 4
Union	Non-union	Exempt Status	Non-exempt
PT/FT Status	Full-time	Schedule	35 hours per week
Salary	\$1,348.90	bi-weekly	\$35,071.40 annually
Funding Source	General Fund	Budget	Included in budget
Effective Date	1/4/2024		
Request	Set Step for incumbent.		
Reason/Justification	Pay Policy application for Amy Claar.		

13.

Department	Adult Parole and Probation	Requested By:	Chief Scott Bailey
Type	Set Rate	# of Positions	1
Position	Supervisor - APO Altoona	Position #	140302
Pay Grade	S-7	Step	Step 6
Union	Non-union	Exempt Status	Exempt
PT/FT Status	Full-time	Schedule	35 hours per week
Salary	\$2,272.70	bi-weekly	\$59090.20 annually
Funding Source	General Fund	Budget	Included in budget
Effective Date	1/4/2024		
Request	Set Step for incumbent		
Reason/Justification	Pay Policy application for Kelly Kirsch.		

14.

Department	District Attorney's Office	Requested By:	District Attorney Peter J. Weeks
Type	Abolishment	# of Positions	1
Position	Victim Witness	Position #	346601
Union	UMWA- Court related	Exempt Status	Non-Exempt
PT/FT Status	Full-time	Schedule	35 hours per week
Wage	\$15.92	Per hr.	\$1,114.40 expected bi-weekly
			\$28974.40 expected annually
Funding Source	General Fund	Budget	Included in Budget
Effective Date	5/21/2025		
Request	Abolish position		
Reason/Justification	Abolish Victim Witness Advocate in preparation for creating a Child Abuse Case Manager.		

15.

Department	District Attorney's Office	Requested By:	District Attorney Peter J. Weeks
Type	Creation	# of Positions	1
Position	Child Abuse Case Manager	Position #	331507
Union	UMWA- Court related	Exempt Status	Non-Exempt
PT/FT Status	Full-time	Schedule	35 hours per week
Wage	\$16.30	Per hr.	\$1,141.00 expected bi-weekly
			\$29,666.00 expected annually
Funding Source	VOCA/RASA/ARD Funds	Budget	Not Included in Budget
Effective Date	5/21/2025		
Request	Convert vacant Victim Witness Advocate position to Child Abuse Prosecution Coordinator. Position is funded by Victim Witness PCCD grants (RASA and VOCA).		
Reason/Justification	Position is funded by Victim Witness PCCD grants (RASA and VOCA). No cost to the County.		



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16.

Department	Prison	Requested By:	Board of Commissioners	
Type	Temporary Rate	# of Positions	1	
Position	Deputy Warden-Facilities	Position #	124504	
Temporary Rate	\$1.96 hourly	Bi-weekly	\$137.45	
Union	Non-union	Exempt Status	Exempt	
PT/FT Status	Full-time	Schedule	35 hours per week	
Funding Source	001 General Fund	Budget	Included in Budget	
Effective Date	6/9/2025			
Request	Out of class pay			
Reason/Justification	Assumption of interim Warden status by Shaun Edmundson.			

17.

Department	Commissioners	Requested By:	Chief Clerk Alicia Tiracave	
Type	Set Rate	# of Positions	1	
Position	Assistant Chief Clerk	Position #	130601	
Pay Grade	S-8	Step	Step 9	
Union	Nonunion	Exempt Status	Exempt	
PT/FT Status	Full-time	Schedule	35 hours per week	
Salary	\$2,483.46	bi-weekly	\$64,569.96	annually
Funding Source	001 General Fund	Budget	Included in Budget	
Effective Date	2/18/2025			
Request	Pay Policy Application			
Reason/Justification	Pay policy application for Lori Guyer.			

18.

Department	Commissioners	Requested By:	Commissioner David Kessling	
Type	Set Rate	# of Positions	1	
Position	Assistant Chief Clerk	Position #	130601	
Pay Grade	S-8	Step	Under Review	
Union	Nonunion	Exempt Status	Exempt	
PT/FT Status	Full-time	Schedule	35 hours per week	
Salary	\$1,944.21	bi-weekly	\$50,549.46	annually
Funding Source	001 General Fund	Budget	Included in Budget	
Effective Date	12/9/2024 – 1/3/2025			
Request	Pay Policy			
Reason/Justification	Pre-salary study Pay Policy application for Alicia Tiracave from 12/9/24 through 1/3/25			

19.

Department	Commissioners	Requested By:	Commissioner David Kessling	
Type	Set Rate	# of Positions	1	
Position	Assistant Chief Clerk	Position #	130601	
Pay Grade	S-8	Step	Step 5	
Union	Nonunion	Exempt Status	Exempt	
PT/FT Status	Full-time	Schedule	35 hours per week	
Salary	\$2,339.88	bi-weekly	\$60,836.88	annually
Funding Source	001 General Fund	Budget	Included in Budget	
Effective Date	1/4/2025 – 2/3/2025			
Request	Pay Policy			
Reason/Justification	Post-salary study Pay Policy application for Alicia Tiracave from 1/4/25 through 2/3/25			



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20.

Department	Commissioners		Requested By:	Commissioner David Kessler	
Type	Set Rate			# of Positions	1
Position	Chief Clerk			Position #	123901
Pay Grade	S-15	Step	Step 5		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time		Schedule	35 hours per week	
Salary	\$3,185.25	bi-weekly	\$82,790.52	annually	
Funding Source	001 General Fund			Budget	Included in Budget
Effective Date	2/4/2025				
Request	Pay Policy				
Reason/Justification	Pay Policy application for Alicia Tiracave.				

21. Additional and Overtime Report.

22. Vacancy Report.

23. Adjournment.

The next regular Salary Board Meeting will be on August 21, 2025, at 1:00 p.m. in the Commissioner's Public Meeting Room.