



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of November 13, 2024, at 9:00 a.m.
in the Commissioner’s Public Meeting Room.

Salary Board meetings are being held in person and by Zoom. To participate in the meeting, please dial 1-301-715-8592 or 1-646-876-9923 and enter Meeting ID 935 7690 9088 and then the meeting passcode 868993.

AGENDA

1. Call to Order.....Commissioner David Kessler
2. Moment of Silent Reflection.
3. Pledge of Allegiance.
4. Roll Call.
5. Call for Public Comment on Salary Board Items.
6. Approval of Minutes from the October 23, 2024 meeting.

Positions:

7.

Department	Coroner	Requested By	Coroner Ray S. Benton	
Type	Abolish	# of Positions	1	
Position Title	Administrative Assistant	Position #	201506	
Union	Nonunion	Exempt Status	Excluded	
PT/FT Status	Full-time	Schedule	40 hours per week	
Funding Source	General Fund	Budget	Budgeted at this rate	
Effective Date	12/01/2024			
Request	This position has been vacant since April 2023.			
Reason/Justification	Resignation of Rachel Derby (April 2023)			



BLAIR COUNTY SALARY BOARD

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

8.

Department	Coroner		Requested By	Coroner Ray S. Benton	
Type	Creation			# of Positions	1
Position Title	First Deputy Coroner			Position #	
Pay Grade	S1	Rate or Range	\$35,568.00 - \$38,413.44		
Union	Nonunion		Exempt Status	Excluded	
PT/FT Status	Full-time		Schedule	40 hours per week	
Funding Source	General fund			Budget	Not budgeted at this rate.
Effective Date	12/01/2024				
Request	This current position has been titled as an Administrative Assistant. The job description attached makes this position one of more responsibility and places this person as third in charge. The benefits for this position has been allocated since its creation. This position has been vacant since April 2023.				
Reason/Justification	Resignation of Rachel Derby (April 2023)				

9.

Department	Sheriff		Requested By	Sheriff James E. Ott	
Type	Creation			# of Positions	2
Position Title	Deputy Sheriff – PT (1500)			Position #	124508
Pay Grade		Rate or Range			
Union	UMWA - Court		Exempt Status	nonexempt	
PT/FT Status	Part-time (max 1500 hours per anniversary year)		Schedule	29 hours per week	
Wage	\$15.52	Per hr.	\$1,086.40	expected bi-weekly	\$28,246.40 expected annually
Funding Source	General Fund			Budget	Budgeted at this rate and will be included in the 2025 budget
Effective Date	01/01/2025				
Request	Creation of two vacant positions for MDJ criminal court day post assignment.				
Reason/Justification	Requested as per Finance Director, to be able to include the added positions for the 2025 budget planning. These positions would be for the MDJ positions only.				

10.

Department	Coroner		Requested By	Board of Commissioners	
Type	Rate Change			# of Positions	13
Position Title	Deputy - Coroner PT (999)			Position #	124510
Pay Grade	H9	Rate or Range	\$15.51 – 17.06		
Union	Nonunion		Exempt Status	Non-exempt	
PT/FT Status	Part-time (max 999 hours per anniversary year)		Schedule	19 hours average per week	
Funding Source	General Fund			Budget	Will be included in the 2025 budget
Effective Date	01/01/2025				
Request	To adjust the maximum annual hours of the position from 999/year to 499/year for all incumbents.				
Reason/Justification					
Finance Comments	Request made as result of 2025 public budget meeting.				



BLAIR COUNTY SALARY BOARD

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

11.

Department	Coroner	Requested By	Board of Commissioners	
Type	Abolishment		# of Positions	6
Position Title	See Below		Position #	See bellow
Funding Source	General fund		Budget	Will be included in the 2025 budget
Effective Date	01/01/2025			
Request	To abolish the below-listed vacancies in the Coroner's Office.			
Reason/Justification				
HR Comments	This request would abolish the following vacancies: 124510 Deputy Coroner - PT 1500: Abolish one vacancy. 124509 Deputy Coroner - PT 999: Abolish five vacancies.			
Finance Comments	Request made as result of 2025 public budget meeting.			

12.

Department	Adult Parole and Probation	Requested By	Board of Commissioners	
Type	Re-creation		# of Positions	5
Position Title	See Below		Position #	See bellow
Funding Source	General Fund		Budget	Will be included in the 2025 budget
Effective Date	01/01/2025			
Request	Re-creating the below listed positions within the General Fund.			
Reason/Justification	Filled positions previously supported by the Offender Supervision Fund reallocated to the General Fund.			
HR Comments	This request would re-create the following positions within the General Fund: 133901 Deputy Chief - APO (one filled position). 140301 Supervisor - APO Hollidaysburg (one filled position). 140302 Supervisor - APO Altoona (one filled position). 341202 Parole and Probation Officer - Hollidaysburg 2 (one filled position). 341502 Probation Officer Aide - Hollidaysburg 2 - (one filled position).			
Finance Comments	Request made as result of 2025 public budget meeting.			

13.

Department	Adult Parole and Probation	Requested By	Board of Commissioners	
Type	Abolishment		# of Positions	10
Position Title	See Below		Position #	See below
Funding Source	Offender Supervision Fund		Budget	Will be included in the 2025 budget
Effective Date	01/01/2025			
Request	Abolition of the below-listed vacancies and positions in Adult Parole and Probation.			
Reason/Justification	Abolishing vacant positions currently supported by the Offender Supervision Fund.			
HR Comments	This request would abolish the following vacancies and position: 207201 JTAC Officer: Abolish one filled position. 201503 Administrative Assistant - APO Altoona: Abolish one vacancy. 341202 Parole and Probation Officer - Hollidaysburg 2: Abolish 3 vacancies. 341204 Parole and Probation Officer - Altoona 2: Abolish 4 vacancies. 341502 Probation Officer Aide - Hollidaysburg 2: Abolish one vacancy.			
Finance Comments	Request made as result of 2025 public budget meeting.			



BLAIR COUNTY SALARY BOARD

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

14.

Department	Court Administration	Requested By	Board of Commissioners		
Type	Abolishment		# of Positions	1	
Position Title	Department Support - Custody		Position #	332404	
Union	UMWA - Court	Exempt Status	Non-Exempt		
PT/FT Status	Full-time	Schedule	35 hours per week		
Wage	\$10.50	Per hr.	\$735.00	expected bi-weekly	\$19,110.00
				expected annually	
Funding Source	General Fund	Budget	Will be included in the 2025 budget		
Effective Date	01/01/2025				
Request	To abolish the associated vacancy in the Custody Department.				
Reason/Justification					
HR Comments					
Finance Comments	Request made as result of 2025 public budget meeting.				

15.

Department	Various – see below	Requested By	Board of Commissioners		
Type	Abolishment		# of Positions	22	
Position Title	See Below		Position #	See below	
Funding Source	Various	Budget	Will be included in the 2025 budget		
Effective Date	01/01/2025				
Request	To abolish the below-listed vacancies in departments which report to the Board of Commissioners.				
Reason/Justification					
HR Comments	<p>This request would abolish the following vacancies:</p> <p>206601 Temporary Department Assistant - Fort Roberdeau: Abolish two vacancies.</p> <p>311801 Clerk Typist II CYF: - Abolish one vacancy.</p> <p>332407 Department Support - Assessment: Abolish one vacancy.</p> <p>357201 Telecommunicator: Abolish two vacancies.</p> <p>400001 Fill-In Corrections Officer: Abolish fifteen vacancies.</p> <p>353901 Mental Health Program Specialist - Abolish one vacancy.</p>				
Finance Comments	Request made as result of 2025 public budget meeting.				

16.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Casework Supervisor		Position #	140305	
Pay Grade	S7	Rate or Range	\$53,464.20 - \$57,741.34		
Union	Nonunion	Exempt Status	Exempt		
PT/FT Status	Full-time exempt	Schedule	35 hours per week		
Salary	\$2,149.89	bi-weekly	\$55,879.14	annually	
Funding Source	CYF Fund	Budget	Not budgeted at this rate.		
Effective Date	11/09/2024				
Request	Onto Scale Request for Julie Hultberg, utilizing final-step rate for proposed salary scale.				
Reason/Justification					



BLAIR COUNTY SALARY BOARD

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

17.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Casework Supervisor		Position #	140305	
Pay Grade	S7	Rate or Range	\$53,464.20 - \$57,741.34		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,056.32	bi-weekly	\$53,464.32	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Karlee Venturini, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

18.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Casework Supervisor		Position #	140305	
Pay Grade	S7	Rate or Range	\$53,464.20 - \$57,741.34		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,128.94	bi-weekly	\$55352.44	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Nicholas Soto, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

19.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Casework Supervisor		Position #	140305	
Pay Grade	S7	Rate or Range	\$53,464.20 - \$57,741.34		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,107.73	bi-weekly	\$54,800.98	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Olivia Williams, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

20.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Casework Manager		Position #	128208	
Pay Grade	S9	Rate or Range	\$57,872.02 – 62,453.18		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,553.67	bi-weekly	\$66,395.44	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Shannon Tucker, utilizing final-step rate for proposed salary scale.				
Reason/Justification					



BLAIR COUNTY SALARY BOARD

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

21.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Program Specialist		Position #	140901	
Pay Grade	S7	Rate or Range	\$53,464.20 - \$57,741.34		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,300.38	bi-weekly	\$59,809.88	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Sandra Wharton, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

22.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Fiscal Operations Officer - CYF		Position #	137201	
Pay Grade	S8	Rate or Range	\$55,602.83 - \$60,051.06		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Salary	\$2,370.05	bi-weekly	\$61,621.30	annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Mindy Hostler, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

23.

Department	Children, Youth and Families	Requested By	Laura Burke		
Type	Rate Change		# of Positions	1	
Position Title	Fiscal Technician		Position #	205701	
Pay Grade	H7	Rate or Range	\$16.71 - \$18.05		
Union	Nonunion		Exempt Status	Exempt	
PT/FT Status	Full-time exempt		Schedule	35 hours per week	
Wage	\$18.37	Per hr.	\$1,285.90	expected bi-weekly	\$33,433.40
				expected annually	
Funding Source	CYF Fund		Budget	Not budgeted at this rate.	
Effective Date	11/09/2024				
Request	Onto Scale Request for Sonya Delozier, utilizing final-step rate for proposed salary scale.				
Reason/Justification					

24. Overtime Report.

25. Vacancy Report.

26. Adjournment.

The next regular Salary Board Meeting will be December 11th, 2024, at 9:00 a.m. in the Commissioner's Public Meeting Room.