



BLAIR COUNTY SALARY BOARD

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

Blair County Salary Board Meeting of September 7, 2022

10:30 a.m. In the Commissioners' Public Meeting Room

Board Members in Attendance:

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

Board Members not in Attendance:

Commissioner Bruce Erb

Non-Board Members in Attendance President Judge Elizabeth Doyle¹, Keith Calhoun, Treasurer James Carothers², Lindsay Dempsie, Nicole Hemminger, James Hudack, Melena Koegler, Prothonotary Robin Patton³, James Pooler, Heather Riningar, Allison Senkevich, Sarah Seymour, Katherine Swigart, Tiffany Treese

Quorum: Present

Media in Attendance: Kay Stephens, Altoona Mirror

Call to Order: Commissioner Burke called the meeting to order at 10:32 a.m.

The roll was called by Tracy Miller.

Call for Public Comment: Commissioner Burke called for public comment on Salary Board items. There were no comments.

Approval of Minutes: A motion was made by Controller Stickel and seconded by Commissioner Webster that the minutes from the August 17, 2022 meeting be approved. The motion was unanimously carried.

Adult Parole and Probation

Requested by President Judge Doyle

Parole and Probation Officer Judge Doyle moved to re-create 3 positions. These positions are UMWA-Court, Non-Exempt (Hourly), Full-Time at 37.5 hours per week with an hourly rate of \$16.30, \$1,222.50 estimated bi-weekly, \$31,785.00 estimated annually. This rate is approved by UMWA-Court. These vacancies are due to the resignations of Alexa Corman effective 09/09/2022, Zachary Rumberger effective 07/22/2022, and James Salmon effective 06/26/2020. Commissioner Burke seconded the motion and it was unanimously carried.

¹ The Judge is a voting member for Court related office items.

² The Treasurer is a voting member for items in that office.

³ The Prothonotary is a voting member for items in that office.

Prothonotary

Requested by Prothonotary Robin Patton

Receptionist/Clerk Prothonotary Patton 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 \$11.03, \$772.10 estimated bi-weekly, \$20,074.60 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to the resignation of Alison Dewey effective 08/10/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Prothonotary

Requested by Prothonotary Robin Patton

Receptionist/Clerk Prothonotary Patton moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly), Part-Time (Benefit Eligible) at 29 hours per week with an hourly rate of \$11.03, \$639.74 estimated bi-weekly, \$16,633.24 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to the resignation of Diane Strohm effective 09/08/2022. Controller Stickel seconded the motion and it was unanimously carried.

Treasurer

Requested by Treasurer James Carothers

Second Deputy Treasurer Carothers 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 \$12.77, \$893.90 estimated bi-weekly, \$23,241.40 estimated annually. This rate is approved by UMWA-Residual. This vacancy is due to job abandonment of Joseph Hibernik effective 08/19/2022. Controller Stickel seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Clerk Typist II Fiscal Aide Commissioner Burke moved to re-create this position. This position is PSSU, Non- Exempt (Hourly), Full-Time at 37.5 hours per week with an hourly rate of \$11.02, \$826.50 estimated bi-weekly, \$21,489.00 estimated annually. This rate is approved by PSSU. The wages for this position are reimbursed at 80% by the state. This vacancy is due to the resignation of Alisa Smith effective 09/09/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Clerical Supervisor Commissioner Burke moved to set temporary rate for out-of-class duties for Kerrie Baughman. This position is Non-Union, Non-Exempt (Hourly) Full-Time at 35 hours per week. Per the Pay Policy, Kerrie's wages should increase +5% (\$71.40 bi-weekly) for assuming responsibilities that are the Program Specialist's. This increase would be effective 06/09/2022 for a maximum of 13 pay periods. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Casework Manager Commissioner Burke moved to set the salary for Brandy Castel. This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. Applying the pay policy to Brandy's previous experience, she is eligible for \$2,021.98 bi-weekly, \$52,571.48 annually. This is the maximum of the hiring range of pay grade S9 (\$48,677.26 to \$52,571.48). The wages for this position are reimbursed at 80% by the state. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Casework Manager Commissioner Burke moved to set temporary rate for out-of-class duties for Mary Lou Hoover. This position is Non-Union, Exempt (Salary) Full-Time at 35 hours per week. Per the Pay Policy, Mary Lou's wages should increase +5% (\$129.11 bi-weekly) for assuming responsibilities out of her job classification. This is due to the vacancy of the Director and Program Manager in the Children, Youth and Families Department. This increase would be effective 09/10/2022 for a maximum of 13 pay periods. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Fiscal Officer I Commissioner Burke moved to re-create this position within the hiring range of the S8 pay grade (\$46,805.06 to \$50,549.47). This position is Non-Union, Non- Exempt (Salary), Full-Time at 35 hours per week. This vacancy is due to the retirement of Amy Wertz effective 09/30/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Program Manager Commissioner Burke moved to re-create this position within the hiring range of the S13 pay grade (\$59,223.33 to \$63,961.20). This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. This vacancy is due to the termination of Deawna Wyandt effective 08/17/2022. Commissioner Webster seconded the motion and it was unanimously carried.

Children, Youth and Families

Requested by Commissioner Laura Burke

Program Specialist Commissioner Burke moved to set temporary rate for out-of-class duties for Diane Litzinger. This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. Per the Pay Policy, Diane's wages should increase +5% (\$102.94 bi-weekly) for assuming responsibilities out of her job classification. This is due to the vacancy of the Director and Program Manager in the Children, Youth and Families Department. This increase would be effective 09/10/2022 for a maximum of 13 pay periods. Commissioner Webster seconded the motion and it was unanimously carried.

Costs and Fines

Requested by Director Sally Adams

Receptionist/Clerk Judge Doyle moved to re-create this position. This position is UMWA-Court, Non-Exempt (Hourly), Part-Time (limited to 999 hours per anniversary year) (Non-Benefit Eligible) at 19 hours per week with an hourly rate of \$11.03, \$419.14 estimated bi-weekly, \$10,897.64 estimated annually. This rate is approved by UMWA-Court. This vacancy is due to the resignation of Collene Zeak effective 09/02/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Domestic Relations

Requested by Director Keith Calhoun

Case Manager–Enforcement Specialist Judge Doyle 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 \$15.52, \$1,086.40 estimated bi-weekly, \$28,246.40 estimated annually. This rate is approved by UMWA-Court. This position is funded at 66% by state reimbursement. This vacancy is due to the resignation of Cindy Yohn effective 08/26/2022. Commissioner Burke seconded the motion and it was unanimously carried.

Elections and Voter Registration

Requested by Director Sarah Seymour

Temporary Department Assistant Commissioner Webster moved to re-create 10 positions: 1 person for September 26 – November 11, 2022 (total of 6 weeks) and 9 people for November 9 – November 15, 2022 (total of {5} 7-hour days). These positions are Non-Union, Non-Exempt (Hourly) Full-Time at 35 hours per week with an hourly rate of \$10.50. The total cost for these positions will be \$5,512.50. These positions are needed for the November 8, 2022 General Election. Controller Stickel seconded the motion.

Controller Stickel stated the positions are working Full-Time hours; but the positions are temporary, therefore Non-Benefit Eligible.

Chief Clerk Nicole Hemminger requested the start dated for the 9 people would be November 8, 2022 instead of November 9, 2022; and to use the word shifts instead of days, making it a total of {5} 7-hour shifts. Commissioner Webster and Controller Stickel agreed to amend their motions. It was unanimously carried.

Public Works-Facilities

Requested by Manager James Pooler

Maintenance Technician-Plumber Commissioner Webster 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 \$16.43, \$1,314.40 estimated bi-weekly, \$34,174.40 estimated annually. This rate is approved by SEIU-Highway/Maintenance. This vacancy is due to the resignation of Bronson Pfahler effective 08/09/2022. Controller Stickel seconded the motion and it was unanimously carried.

Records Management

Requested by Director Heather Rininger

Department Clerk Commissioner Webster moved to re-create this position. This position is UMWA-Residual, Non-Exempt (Hourly), Part-Time (Non-Benefit Eligible) (limited to 999 hours per anniversary year) at 19 hours per week with an hourly rate of \$11.58, \$440.04 estimated bi-weekly, \$11,441.04 estimated annually. This rate is approved by UMWA-Residual. This vacancy is due to the resignation of Mackenzie McElhinny effective 08/11/2022. Controller Stickel seconded the motion and it was unanimously carried.

Social Services

Requested by Chief Clerk Nicole Hemminger

Director Commissioner Burke moved to re-create this position within the hiring range of the S13 pay grade (\$59,223.33 to \$63,961.20). This position is Non-Union, Exempt (Salary), Full-Time at 35 hours per week. This vacancy is due to the retirement of Jim Hudack effective 01/06/2023. Commissioner Webster seconded the motion and it was unanimously carried.

Commissioner Burke stated the Internal Hires and Promotions document discussion would be postponed until the next Salary Board Meeting.

There being no further business to discuss, the meeting was adjourned at 11:03 a.m.

Meeting of September 7, 2022 continued. . .

The next regular Salary Board Meeting will be September 21, 2022 at 2:30 p.m.
In Commissioners' Public Meeting Room.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "August C. Stickel IV". The signature is written in a cursive style with a large initial "A".

August C. Stickel IV
Secretary