



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.

Board Members in Attendance: Commissioner David Kessler, Controller A.C. Stickel, Commissioner Amy Webster,

Non-Board Members in Attendance: Coroner Ray Benton ¹, Kyle Brashear, Lindsay Dempsie, Kim Deibler, Mindy Hostler, Melena Kogler, Brandon Meck, Tracy Mosel-Miller, Sherry Socie, Denis Stitt, Angela Wagner

Board Members not in Attendance: Commissioner Laura Burke

Media in Attendance: Kay Stephens: Altoona Mirror

Quorum: Present

Call to Order: Commissioner Kessler called the meeting to order at 9:02 a.m.

Moment of Silent Refection: Led by Commissioner Kessler.

Pledge of Allegiance to the Flag: Led by Commissioner Kessler.

Roll Call: The roll was called by Commissioner Kessler. No one additional joining over phone.

Call for Public Comment: There was none.

Approval of Minutes: A motion was made by Commissioner Kessler and seconded by Controller Stickel that the minutes from the October 23, 2024, meeting be approved. The motion was unanimously carried.

Positions:

7.

Department	Coroner	Presented 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)			

A motion was made by Coroner Benton to abolish the position and seconded by Commissioner Kessler. The motion was unanimously carried.

¹ The Coroner is a voting member for related items.

8.

Department	Coroner		Presented by	Coroner Ray S. Benton	
Type	Creation			# of Positions	1
Position Title	Second 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)				

A motion was amended by Coroner Benton to create the position of Second Deputy and seconded by Commissioner Kesslering. The motion was unanimously carried.

9.

Department	Sheriff		Presented by	Commissioner Dave Kesslering		
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.					

A motion was made by Commissioner Kesslering to create the positions and seconded by Commissioner Webster. The motion was unanimously carried.

10.

Department	Coroner		Presented 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.					

A motion was made by Commissioner Webster to change the maximum annual hours of the positions and seconded by Commissioner Kesslering. The motion carried with a vote of three to one with Coroner Benton voting in the negative.

11.

Department	Coroner	Presented by	Board of Commissioners	
Type	Abolishment		# of Positions	6
Position Title	See Below		Position #	See below
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 499: Abolish five vacancies.			
Finance Comments	Request made as result of 2025 public budget meeting.			

A motion was made by Commissioner Webster to abolish the positions listed and seconded by Commissioner Kessler. The motion was unanimously carried.

12.

Department	Adult Parole and Probation	Presented by	Board of Commissioners	
Type	Re-creation		# of Positions	5
Position Title	See Below		Position #	See below
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.			

A motion was made by Commissioner Webster to recreate the positions listed in the general fund and seconded by Commissioner Kessler. The motion was unanimously carried.

13.

Department	Adult Parole and Probation	Presented 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	12/21/2024			
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.			

A motion was made by Commissioner Webster to abolish the positions listed effective 12/21/2024 and seconded by Commissioner Kessler. The motion was unanimously carried.

12.

Department	Adult Parole and Probation	Presented by	Board of Commissioners	
Type	Re-creation		# of Positions	5
Position Title	See Below		Position #	See below
Funding Source	General Fund		Budget	Will be included in the 2025 budget
Effective Date	12/21/2024			
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.			

Item 12 was revised to set the effective date of 12/21/2024 for the motion previously presented by Commissioner Webster to abolish the positions listed. The new motion was made by Controller Stickel and seconded by Commissioner Kessler. The motion was unanimously carried.

14.

Department	Court Administration	Presented 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.			

A motion was made by Commissioner Webster to abolish the position listed and seconded by Commissioner Kessler. The motion was unanimously carried.

15.

Department	Various – see below	Presented 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	11/13/2024			
Request	To abolish the below-listed vacancies in departments which report to the Board of Commissioners.			
Reason/Justification				
HR Comments	This request would abolish the following vacancies: 206601 Temporary Department Assistant - Fort Roberdeau: Abolish two vacancies. 311801 Clerk Typist II CYF: - Abolish one vacancy. 332407 Department Support - Assessment: Abolish one vacancy. 357201 Telecommunicator: Abolish two vacancies. 400001 Fill-In Corrections Officer: Abolish fifteen vacancies. 353901 Mental Health Program Specialist - Abolish one vacancy.			
Finance Comments	Request made as result of 2025 public budget meeting.			

A motion was made by Commissioner Webster to abolish the positions listed effective 11/13/2024 and seconded by Commissioner Kessler. The motion was unanimously carried.

16.

Department	Children, Youth and Families	Presented by	Shannon Tucker	
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				

A motion was made by Commissioner Kessler to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

17.

Department	Children, Youth and Families	Presented by	Shannon Tucker	
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				

A motion was made by Commissioner Kessler to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

18.

Department	Children, Youth and Families	Presented by	Shannon Tucker	
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	\$55,352.44	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				

A motion was made by Commissioner Kessler to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

19.

Department	Children, Youth and Families	Presented by	Shannon Tucker	
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				

A motion was made by Commissioner Kessler to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

20.

Department	Children, Youth and Families		Presented by	Commissioner Dave Kessling	
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					

A motion was made by Commissioner Kessling to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

21.

Department	Children, Youth and Families		Presented by	Shannon Tucker	
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					

A motion was made by Commissioner Kessling to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

22.

Department	Children, Youth and Families		Presented by	Shannon Tucker	
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					

A motion was made by Commissioner Kessling to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

23.

Department	Children, Youth and Families		Presented by	Shannon Tucker	
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
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					

A motion was made by Commissioner Kessling to set the new rate of the position as presented and seconded by Commissioner Webster. The motion was unanimously carried.

24. Overtime Report was presented by Controller Stickel and which will be kept on file with the minutes.

25. Vacancy Report was not run due to certain items on the agenda making it redundant. With items on the agenda being approved it is believed the vacancy will be at the 15% projected in budget.

26. Adjournment. The meeting was called to adjourn at 10:12 a.m. by Commissioner Kessler and seconded by Commissioner Webster. The motion was unanimously carried

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

Respectfully Submitted,



August C. Stickel IV
Secretary