



## BOARD OF COMMISSIONERS' AGENDA

Thursday, March 5, 2020, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

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I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. MEETING MINUTES

Minutes from the Thursday, February 20, 2020 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Thursday, February 20, 2020.*

IV. NON PERSONNEL ITEM

Commissioners – Cost sharing agreement with Centre Region Council of Governments, College Township, Ferguson Township, Halfmoon Township, Harris Township, Patton Township, State College Borough, State College Borough Water Authority, Centre County Recycling and Refuse Authority, College Township Water Authority, Centre Area Transportation Authority, Centre County Housing Authority, Centre Hall Potter Sewer Authority, State College Area School District for energy consultant procurement. The agreement is contingent upon the approval of each of the respective Boards and Councils of the Parties, and shall remain in full force and effect for a period of 24 months after a contract is entered into with the energy consultant amount for Centre County's share not to exceed \$4,238 – Dept. 111.

Action: *Add the cost sharing agreement to the March 17 Consent Agenda.*

V. PERSONNEL ITEMS

A. Elections

- i. Consider approval of the personnel requisition for full-time Department Clerk 3 (75), Elections, (p.c. #01, non-exempt, new with 2020 budget), at SG-N08, effective March 1, 2020, pay period 6– Dept. 131.

- ii. Consider approval of the lateral transfer/change in department/title for Lora Day, from full-time Department Clerk 3 Extension, Cooperative Extension, (p.c. #28, non-exempt) to full-time Department Clerk 3 (75), Elections, (p.c. #01, non-exempt, new with 2020 budget), at SG- N08Q(17)--\$18.55/hour, effective retro to March 1, 2020, pay period 6. No change in pay rate. Salary budget impact for 2020 \$7,246, annualized salary budget impact for 2021 \$9,809 - Dept. 131.

B. Emergency Communications 911

- i. Consider approval of the appointment for Jaymz K. Davy, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #14, non-exempt, replacing R. Bell), at SG-N09E(05)--\$15.35/hour, effective March 16, 2020, pay period 7. Salary budget savings for 2020 \$7,368 - Dept. 354.
- ii. Consider approval of the personnel requisition for full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #25, non-exempt, replacing K. Cameron), at SG-N09, effective March 5, 2020, pay period 6 - Dept. 354.

C. Human Services

i. Aging

1. Consider approval of the personnel requisition for full-time Aging Care Manager 2, Aging, (p.c. #11, non-exempt, replacing L. Zettle), at SG-N12, effective retro to February 21, 2020, pay period 5- Dept. 521.
2. Consider approval of the appointment for Stacy L. Ayers, full-time Aging Care Manager 2, Aging, (p.c. #05, non-exempt, replacing W. Goodyear), at SG-N12A(01)--\$16.36/hour, effective March 16, 2020, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$8,431, annualized salary savings for 2021 \$4,037 - Dept. 521.
3. Consider approval of the appointment for Dana B. Keeler, full-time Aging Care Manager 2, Aging, (p.c. #25, non-exempt, replacing M. Sierhuis), at SG-N12A(01)--\$16.36/hour, effective March 16, 2020, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$7,825, annualized salary savings for 2021 \$4,758 - Dept. 521.

- ii. Children & Youth Services - Consider approval of the appointment for Sarah J. Cowder, full-time Caseworker 1, C&YS, (p.c. #33, non-exempt, replacing R. McKinley-Walsh), at SG-N11A(01)--\$15.59/hour, effective March 10, 2020, pay period 6. Salary budget savings for 2020 \$9,763, annualized salary savings for 2021 \$14,489 - Dept. 511.

iii. Transportation

1. Consider approval of the promotion/change in status for Douglas Johnson, on-call/occasional Vehicle Operator, Transportation, (p.c. #27, non-exempt) to full-time Vehicle Operator 80%, Transportation, (p.c. #21, non-exempt) at SG-N04F(06)--\$12.37/hour, effective March 15, 2020, pay period 7. (No change in pay rate) Salary budget savings for 2020 \$487, annualized salary budget impact for 2021 \$1,498 - Dept. 531.
2. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #27, non-exempt, replacing D. Johnson), at SG-N04, effective retro to February 28, 2020, pay period 5 – Dept. 531.
3. Consider approval of the personnel requisition for full-time Department Clerk 3 (75), Transportation, (p.c. #30, non-exempt, new), at SG-N08, effective retro to March 1, 2020, pay period 6 – Dept. 531.

D. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing J. Snyder), at SG-N10, effective March 5, 2020, pay period 6– Dept. 333.
  - ii. Consider approval of the change in status/position number for Kurtis Brungard from temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt), to full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing J. Snyder), effective March 15, 2020, pay period 7. (No change in pay rate) Salary budget impact for 2020 \$207, annualized salary savings for 2021 \$1,414 - Dept. 333.
  - iii. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt, replacing K. Brungard), at SG-N10, effective March 5, 2020, pay period 6– Dept. 333.
- E. Probation – Consider approval of the new job description for the position of Deputy Chief Probation Officer, Probation, SG-S55, effective March 29, 2020, pay period 8 – Dept. 301.
- F. Commissioners – Consider approval of the personnel requisition for full-time Staff Assistant Commissioners, Commissioners, (p.c. #12, non-exempt, replacing R. Kelly), at SG-N10, effective March 5, 2020, pay period 6– Dept. 111.
- G. Conservation District – Consider approval of the personnel requisition for on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, new), at SG-S54Z(26), effective April 14, 2020, pay period 9– Dept. 822.
- H. Public Defender – Consider approval of the personnel requisition for full-time Legal Secretary 2, Public Defender, (p.c. #14, non-exempt, replacing S. Beck), at SG-N08, effective retro to February 24, 2020, pay period 5– Dept. 132.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

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VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Treasurer – Colleen Kennedy has approved the personnel requisition for on-call/occasional Senior Advisor, Treasurer, (p.c. #05, non-exempt), at SG-S41, effective February 18, 2020, pay period 5 – Dept. 124.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION REPORT

X. ADJOURNMENT