



SALARY BOARD MINUTES

Thursday, February 21, 2019, 10:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Salary Board was called to order at 10:02 AM on February 21, 2019 by Chair of the Board, Michael Pipe.

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Deputy Administrator, Bob Jacobs; Director of Financial Management, Tom Martin; Executive Assistant, Natalie Bird; Director of Human Resources, Kristen Simkins; Assistant Director of Human Resources, Missey Bender.

County personnel present included Chad Joyce, Deb Immel, Joyce McKinley, Bryan Sampsel, and Joe Davidson.

Representatives from the news media included Gary Sinderson.

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, February 7, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the meeting minutes from February 7, 2019.

IV. ACTION ON PERSONNEL ITEM(S)

- A. Prothonotary - Deb Immel asked the Board to approve the rate for Khayla D. Smith at SG-N08A(01)--\$13.52/hour, effective February 25, 2019, pay period 5. Prothonotary Debra Immel is appointing Ms. Smith to full-time Department Clerk 3 (75), Prothonotary, (p.c. #25, non-exempt, new). Prothonotary Immel is requesting Ms. Smith start at SG-N08B(02)--\$13.79/hour. (Conditional upon satisfactory completion of pre-employment requirements) (Salary budget savings for 2019 \$4,128, Annualized salary increase for 2020 \$527) - Dept. 223.

Action: On a motion by Deb Immel, seconded by Commissioner Dershem, the Board voted to approve the rate for Khayla D. Smith.

- B. Court Administration - Approve the rate for Francis P. Waweru at SG-N16A(01)--\$19.79/hour, effective February 25, 2019, pay period 5. President Judge Pamela Ruest is appointing Mr. Waweru to full-time Law Clerk, Court Administration, (p.c. #30, non-exempt, replacing S. Hahn). (Conditional upon satisfactory completion of pre-employment requirements) (Salary budget savings for 2019 \$6,679, Annualized salary savings for 2020 \$0) - Dept. 271.

Action: On a motion by Commissioner Higgins, seconded by Controller Chuck Witmer, the Board voted to approve the rate for Francis P. Waweru.

- C. Director of Financial Management, Tom Martin provided a year-to-date salary and benefits balance update. As of February 21, salary and benefit adjustments total: \$15,584 payout, \$152,386 net decrease and \$66,047 decrease that will carry into 2020.

V. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 10:04 AM.

ATTEST:

Margaret N. Gray
Administrator