



BOARD OF COMMISSIONERS' AGENDA

Thursday, February 13, 2020, 10:00 A.M.

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

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 Tuesday, February 4, 2020 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Tuesday, February 4, 2020.*

IV. PERSONNEL ITEMS

A. Human Services

i. Aging

1. Consider approval of the personnel requisition for full-time Aging Care Manager 2, Aging, (p.c. #31, non-exempt, new with 2020 budget), at SG-N12, effective April 1, 2020, pay period 8- Dept. 521.

ii. Children & Youth Services

1. Consider approval of the appointment for Dylan J. Burns, full-time Caseworker 1, C&YS, (p.c. #45, non-exempt, replacing M. Benedict), at SG-N11A(01)--\$15.59/hour, effective February 24, 2020, pay period 5. Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2020 \$8,799, annualized salary savings for 2021 \$8,504 - Dept. 511.
2. Consider approval of the personnel requisition for full-time Caseworker 2, C&YS, (p.c. #33, non-exempt, replacing R. Walsh), at SG-N13, effective February 13, 2020, pay period 4- Dept. 511.

iii. MH/ID

1. Consider approval of the appointment for Cady M. Wieck, full-time Caseworker 2, MH/ID, (p.c. #15, non-exempt, replacing N. Smith), at SG-N12A(01)--\$16.36/hour, effective March 9, 2020, pay period 6. Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2020 \$4,714, annualized salary savings for 2021 \$1,287 - Dept. 561.
 2. Consider approval of the voluntary demotion/transfer for Rebecca Mckinley-Walsh from full-time Caseworker 3, C&YS, (p.c. #33, non-exempt), at SG-N15K(11)--\$23.02/hour to full-time Caseworker 2, MH/ID, (p.c. #14, non-exempt, replacing T. Capozzi), at SG-N12R(18)--\$22.91/hour, effective March 2, 2020, pay period 6. Salary budget impact for 2020 \$4,171, annualized salary impact for 2020 \$11,486 - Dept. 561.
- B. Court Administration – Consider approval of the new job description for the position of Law Clerk (2 Year Term), Court Administration, (p.c. #30), SG-N16, effective February 13, 2020, pay period 4 – Dept. 271.
- C. Conservation District – Consider approval of the revisions to the job description for the position of Conservation District Manager, Conservation District, (p.c. #01), SG-S54, effective February 13, 2020, pay period 4 – Dept. 822.
- D. Correctional Facility
- i. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt, replacing J. Huffman), at SG-N10, effective February 13, 2020, pay period 4– Dept. 333.
 - ii. Consider approval of the personnel requisition for full-time Lieutenant, Correctional Facility, (p.c. #03, exempt, replacing K. Keiser), at SG-S54, effective February 13, 2020, pay period 4– Dept. 333.

V. REPORT ON JUDICIAL PERSONNEL ITEMS

- A. Court Administration– President Judge Pamela Ruest has approved the personnel requisition for full-time Law Clerk, Court Administration, (p.c. #04, non-exempt, replacing B. Mason), at SG-N16, effective February 6, 2020, pay period 4 – Dept. 271.
- B. Probation– President Judge Pamela Ruest has approved the personnel requisition for full-time Court Program Coordinator/Supervisor, Probation, (p.c. #07, exempt, replacing R. Millward), at SG-S54, effective February 6, 2020, pay period 4 – Dept. 301.

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

A. Sheriff

i. Sheriff Bryan Sampsel has approved the promotion for Paul Winkelblech, from part-time Security Officer 40%, Sheriff, (p.c. #23, non-exempt) to full-time Security Officer, Sheriff, (p.c. #17, non-exempt, replacing P. Winkelblech), effective February 16, 2020, pay period 5. (No change in pay rate) Salary savings for 2020 \$5,516 - Dept. 211.

ii. Sheriff Bryan Sampsel has approved the personnel requisition for part-time Security Officer 40%, Sheriff, (p.c. #23, non-exempt, replacing P. Winkelblech), at SG-N08, effective February 4, 2020, pay period 4 - Dept. 211.

B. Controller - Controller Jason Moser has approved the personnel requisition for full-time Deputy Controller, Controller, (p.c. #02, exempt, replacing H. Fifield), at SG-S54, effective February 4, 2020, pay period 4 - Dept. 125.

VII. DISCUSSION ITEMS

County Code - Omnibus Amendments- Act of Oct. 24, 2018, P.L. 931, No. 154

Section 1622. Salary Boards Created.--There is hereby created in each county a salary board, which shall consist of the three individual members of the board of county commissioners and the county controller in counties where there is a controller, or the county treasurer in counties where there is no controller. The [chairman] chairperson of the board of county commissioners shall be [chairman] chairperson of the salary board and the county controller or county treasurer, as the case may be, shall be secretary of the board. The board shall meet and organize on the first Monday of January of each year.

VIII. EXECUTIVE SESSION REPORT

IX. ADJOURNMENT