



## BOARD OF COMMISSIONERS' AGENDA

Thursday, March 7, 2019, 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 21, 2019 Board of Commissioners' meeting.

*Action: APPROVE the Board of Commissioners' meeting minutes from February 21, 2019.*

IV. ACTION ON NON-PERSONNEL ITEM(S)

Commissioners – Amendment to the lease and asset transfer agreement with Centre Care, Inc. d/b/a Centre Crest to extend the lease for a sixty (60) month period commencing on November 1, 2018 and terminating October 31, 2023 at 11:59 PM – Dept. 111.

*Action: APPROVE the amendment to the lease and asset transfer agreement with Centre Care, Inc.*

V. ACTION ON PERSONNEL ITEM(S)

A. Children and Youth Services

- i. Consider approval of the appointment for Cory L. Frasco, full-time Caseworker 1, Children and Youth Services, (p.c. #14, non-exempt), at SG-N11A(01)--\$15.59/hour, effective March 18, 2019, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$10,058, annualized salary savings for 2020 \$3,042 – Dept. 511.

- ii. Consider approval of the appointment for Stacey L. Slagan, full-time Caseworker 2, Children and Youth Services, (p.c. #15, non-exempt), at SG-N13A(01)--\$17.15/hour, effective April 1, 2019, pay period 8. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$5,512, annualized salary savings for 2020 \$2,048 – Dept. 511.
  - iii. Consider approval of the appointment for Tyrus E. Lundy, full-time Caseworker 1, Children and Youth Services, (p.c. #28, non-exempt), at SG-N11A(01)--\$15.59/hour, effective March 18, 2019, pay period 7. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$2,576, annualized salary savings for 2020 \$605 – Dept. 511.
- B. Drug and Alcohol - Consider approval of the transfer/change in title for Marie Ramseur, from full-time TASC Coordinator – DUI Court, DUI Court/Probation, (p.c. #27, non-exempt), at SG-N12C(03)--\$17.02/hour, to Full time TASC Coordinator D&A (p.c. # 9, non-exempt), Drug & Alcohol, at SG-N12C(03)--\$17.02/hour effective March 17, 2019, pay period 7. Salary budget savings for 2019 \$7,016, annualized salary increase for 2020 \$644 – Dept. 562.
- C. DUI Court/ Probation - Consider approval of the personnel requisition for full-time TASC Coordinator - DUI Court, DUI Court/Probation, (p.c. #27, non-exempt, replacing M. Ramseur), at SG-N12, effective March 7, 2019, pay period 6 – Dept. 303.
- D. District Attorney - Consider approval of the revisions to the job description for the position of County Detective, SG-S58, District Attorney, effective March 7, 2019, pay period 6 – Dept. 221
- E. Domestic Relations
- i. Consider approval of the change in title for the position of Department Clerk 3 (75), Domestic Relations, (p.c. #17, 16, 10, 11, nonexempt), to Department Clerk 3 (75) DRS, Domestic Relations, (p.c. #17,16, 10, 11, nonexempt), effective March 11, 2019, pay period 6. A new job code will be created for the new title to preserve historical information. No change in pay rate. Currently occupied by J. Baldwin, A. Marshall, C. Stover – Dept. 281
  - ii. Consider approval of the revisions to the job description for the position of Department Clerk 3 (75) DRS, SG-N08, Domestic Relations, effective March 11, 2019, pay period 6 – Dept. 281

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VI. REPORT ON JUDICIAL PERSONNEL ITEM(S)

President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 3, Domestic Relations, (p.c. #16, non-exempt, replacing C. Capparelle), at SG-N08, effective March 11, 2019, pay period 6 – Dept. 281.

VII. REPORT ON ROW OFFICE PERSONNEL ITEM(S)

District Attorney Bernie Cantorna has approved the personnel requisition for full-time Paralegal 1, District Attorney, (p.c. #12, non-exempt, replacing D. Armagost), at SG-N08, effective March 11, 2019, pay period 6 – Dept. 221.

VIII. DISCUSSION ITEMS

IX. EXECUTIVE SESSION

X. ADJOURNMENT