



CENTRE COUNTY
SALARY BOARD AGENDA

Thursday, May 6, 2021, 10:00 A.M.

Virtual – Zoom

To join the meeting please visit: www.centrecountypa.gov/virtual

[Register](#) online to receive a notification when meeting agendas are posted.

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 Salary Board. For items not on the agenda, the Salary Board 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, April 29, 2021 Salary Board meeting.

Action: *APPROVE the Salary Board meeting minutes from Thursday, April 29, 2021.*

IV. ACTION ON PERSONNEL ITEMS

A. Emergency Communications 911 – Consider approval of the promotion/change in title for Kiley Burd from full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #09, non-exempt), at SG-N09K(11)–\$17.29/hour to full-time Training Supervisor, Emergency Communications 911, (p.c. #37, non-exempt), at SG-S45I(09)–\$17.74/hour, effective May 9, 2021, pay period 11. Emergency Communications 911 Director Norman Spackman is requesting that Ms. Burd be approved at SG-S45Q(17) - \$20.77/hour. Salary budget savings for 2021 \$1,662 – Dept. 354.

B. MDJ Centre Hall 49-3-04

i. Consider approval of the promotion/change in title for Joan Miller from full-time Magisterial District Court Secretary, MDJ-Jordan, (p.c. #11, non-exempt), at SG-N08Z(26)–\$22.21/hour to full-time Office Supervisor 2, MDJ-Jordan, (p.c. #02, non-exempt), at SG-S45V(22) - \$22.93/hour, effective May 23, 2021, pay period 12. President Judge Ruest is requesting that Ms. Miller be approved at SG-S45X(24) - \$23.86/hour. Salary budget savings for 2021 \$2,942, annualized salary savings for 2022 \$1,872 – Dept. 256.

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- ii. Consider approval of the lateral transfer/change in department for Denise Bitner from full-time Magisterial District Court Secretary, MDJ-Gillette-Walker, (p.c. #05, non-exempt) to full-time Magisterial District Court Secretary, MDJ-Jordan, (p.c. #16, non-exempt, replacing K. Estright), effective May 12, 2021, pay period 11. (No change in pay rate) Salary budget savings for 2021 \$1,212 – Dept. 256.
- C. Probation - Consider approval of the rate for Brittany L. Gathagan at SG-N06A(01)--\$12.30/hour, effective May 24, 2021, pay period 12. President Judge Pamela A. Ruest is reappointing Ms. Gathagan to full-time Department Clerk 2 (80), Probation, (p.c. #16, non-exempt, replacing B. Gathagan). Conditional upon satisfactory completion of pre-employment requirements. President Judge Ruest is requesting that Ms. Gathagan be reinstated at SG-N06B(02)--\$12.53/hour. Salary budget savings for 2021 \$10,024 – Dept. 301.

D. Adult Services

- i. Consider approval of the creation of a full-time Housing Supervisor-Adult Services, Adult Services, (p.c. #08, exempt), at SG-S54A(01)--\$48,443.20/annum, effective May 6, 2021, pay period 10. Salary budget impact for 2021 \$30,740, annualized salary impact for 2022 \$48,438 – Dept. 501.
- ii. Consider approval of the creation of a full-time Data & Quality Specialist-Adult Services, Adult Services, (p.c. #09, non-exempt), at SG-S51A(01)--\$20.15/hour, effective May 6, 2021, pay period 10. Salary budget impact for 2021 \$24,936, annualized salary impact for 2022 \$39,293 – Dept. 501.
- iii. Consider approval of the creation of a full-time Department Clerk 3 (75)-Adult Services, Adult Services, (p.c. #04, non-exempt), at SG-N08A(01)--\$13.52/hour, effective May 6, 2021, pay period 10. Salary budget impact for 2021 \$16,731, annualized salary impact for 2022 \$26,364 – Dept. 501.

V. ADJOURNMENT