



BOARD OF COMMISSIONERS' AGENDA

Thursday, May 30, 2019, 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

Approve the Board of Commissioners' Minutes for the meeting of May 16, 2019.

IV. ACTION ON NON PERSONNEL ITEM(S)

Housing - Mortgage satisfaction piece for Franklin R. Stapleton and Fay I. Stapleton for the premises located at 149 Water Gap Road, Aaronsburg – Dept. 815.

Action: APPROVE the mortgage satisfaction piece for Franklin R. Stapleton and Fay I. Stapleton.

V. ACTION ON PERSONNEL ITEM(S)

A. Emergency Communications – Consider approval of the appointment for Chelsea L. Folk, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #13, non-exempt, replacing Z. Cooke), at SG-N09E(05)--\$15.35/hour, effective June 17, 2019, pay period 13. Salary budget savings for 2019 \$15,309, annualized salary savings for 2020 \$4,763 – Dept. 354.

B. MH/ID

- i. Consider approval of the appointment for Caitlin R. Gabriel, full-time Caseworker 2, MH/ID, (p.c. #25, non-exempt, replacing A. Helsel), at SG-N12A(01)--\$16.36/hour, effective June 17, 2019, pay period 13. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$14,812, annualized salary savings for 2020 \$4,037 – Dept. 561.

- ii. Consider approval of the promotion/change in title for Jennifer Gersch from full-time Caseworker 3, MH/ID, (p.c. #18, non-exempt), at SG-N14H(08)--\$21.10/hour to full-time Casework Supervisor, MH/ID (p.c. #47, exempt), at SG-S54A(01)--\$48,443.20/annum, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$6,166, annualized salary savings for 2020 \$6,094 – Dept. 561.
- iii. Consider approval of the personnel requisition for full-time Caseworker 2, MH/ID, (p.c. #12, non-exempt, replacing W. Strayer), at SG-N12, effective May 30, 2019, pay period 12 – Dept. 561.
- iv. Consider approval of the personnel requisition for full-time Caseworker 3, MH/ID, (p.c. #18, non-exempt, replacing J. Gersch), at SG-N14, effective May 30, 2019, pay period 12 – Dept. 561.

C. Correctional Facility

- i. Consider approval of the military leave for Richard Aikey, Corrections Officer, Correctional Facility, (p.c. #57), effective retro from May 15, 2019, pay period 11 to August 26, 2022, pay period TBD – Dept. 333.
- ii. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt, new), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.
- iii. Consider approval of the promotion for James Ard, part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #10, non-exempt, replacing T. Powell), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$2,022, annualized salary savings for 2020 \$1,414 – Dept. 333.
- iv. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt, replacing J. Ard), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.
- v. Consider approval of the promotion for Kross Todaro, part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #72, non-exempt, replacing N. Forte), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$995, annualized salary savings for 2020 \$1,414 – Dept. 333.
- vi. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt, replacing K. Todaro), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.

- vii. Consider approval of the promotion for Blaine Wainwright, part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #60, non-exempt, replacing M. Orndorf), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$3,270, annualized salary savings for 2020 \$4,285 – Dept. 333.
- viii. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt, replacing B. Wainwright), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.

D. Transportation

- i. Consider approval of the leave of absence for Shelley Watson, Vehicle Operator, Transportation, (p.c. #35), effective retro from May 26, 2019, pay period 12 to June 25, 2019, pay period 14 – Dept. 531.
- ii. Consider approval of the personnel requisition for full-time Vehicle Operator 80%, Transportation, (p.c. #20, non-exempt, replacing R. Hamilton), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.
- iii. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt, replacing M. Wasilko), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.
- iv. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #17, non-exempt, replacing J. Holter), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.

VI. REPORT ON JUDICIAL PERSONNEL ITEM(S)

- A. President Judge Pamela Ruest has approved the personnel requisition for full-time Law Clerk, Court Administration, (p.c. #25, non-exempt, replacing R. Sherman), at SG-N16, effective retro to May 20, 2019, pay period 11. – Dept. 271.
- B. President Judge Pamela Ruest has approved the personnel requisition for full-time Hearing Officer, Domestic Relations, (p.c. #04, non-exempt, replacing E. Marasco), at SG-N14, effective retro to May 24, 2019, pay period 11. – Dept. 281.

VII. REPORT ON ROW OFFICE PERSONNEL ITEM(S)

VIII. DISCUSSION ITEM(S)

IX. EXECUTIVE SESSION (IF NEEDED)

X. ADJOURNMENT