



CENTRE COUNTY
SALARY BOARD AGENDA

Thursday, June 17, 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 Tuesday, June 8, 2021 Salary Board meeting.

Action: *APPROVE the Salary Board meeting minutes from Tuesday, June 8, 2021.*

IV. ACTION ON PERSONNEL ITEMS

- A. Commissioners – Consider a two percent (2%) salary increase in the estimated amount of \$481,843.93, effective retro to pay period 1 (December 20, 2020) for all non-elected and non-union employees and still currently employed as of July 1, 2021– Dept. 111.

Action: *APPROVE the two percent (2%) salary increase effective pay period 1 of 2021.*

- B. Sheriff – Approve the rate for Tyler Hoover at SG-N08A(01)--\$13.52/hour, effective retro to June 14, 2021, pay period 13. Sheriff Bryan Sampsel is appointing Mr. Hoover to on-call/occasional Security Officer, Sheriff, (p.c. #29, non-exempt, replacing S. Glunt). Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2021 \$1,107, annualized salary savings for 2022 \$349 – Dept. 211.

Action: *APPROVE the rate for Tyler Hoover.*

C. Correctional Facility

- i. Consider approval of the appointment for Danielle N. Fox, full-time Mental Health Counselor, Correctional Facility, (p.c. #138, non-exempt, new), at SG-N12A(01)--\$16.36/hour, effective June 21, 2021, pay period 14. Warden Christopher Schell is requesting that Ms. Fox be approved at SG-N12D(04)--\$17.37/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2021 \$16,936, annualized salary impact for 2022 \$33,872 - Dept. 333.

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- ii. Consider approval for the Centre County Correctional Facility Lieutenants to be paid overtime when working open Corrections Officers shifts only after 40 hours worked in a week has been met, effective retro to June 6, 2021, pay period 13 through January 1, 2022, pay period 1. Salary budget impact for 2021 \$5,396, annualized salary impact for 2022 \$10,020 - Dept. 333.

Action: *APPROVE Correctional Facility items i-ii.*

- D. Emergency Communications 911 – Consider approval of the appointment for Dillion Roettger, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #12, non-exempt, replacing C. Deyman), at SG-N09E(05)--\$15.35/hour, effective June 28, 2021, pay period 14. Salary budget savings for 2021 \$16,578 - Dept. 354.

Action: *APPROVE the appointment for Dillion Roettger.*

- E. Facilities Management – Consider approval of the appointment for Lacey M. Bruss, full-time Custodial Worker 1, Facilities Management, (p.c. #16, non-exempt, replacing T. Kent), at SG-N02A(01)--\$10.18/hour, effective June 21, 2021, pay period 14. Facilities Management Director Lee Sheaffer is requesting that Ms. Bruss be approved at SG-N02E(05)--\$11.01/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$4,844 - Dept. 161.

Action: *APPROVE the appointment for Lacey M. Bruss.*

- F. Human Services

- i. Adult Services

- 1. Consider approval of the upgrade/reclassification to the position of full-time Director-Adult Services, Adult Services, (p.c. #01, exempt), at SG-S54A(01)--\$48,443.20/annum to SG-S56A(01)--\$53,289.60/annum, effective retro to May 23, 2021, pay period 12 (currently occupied by Faith Ryan) – Dept. 501.
 - 2. Consider approval of the change in rate for Faith Ryan, full-time Director-Adult Services, Adult Services, (p.c. #01, exempt), from SG-S54G(07)--\$54,537.60/annum to SG-S56H(08)--\$61,193.60/annum, effective retro to May 23, 2021, pay period 12. Salary impact for 2021 \$3,840, annualized salary impact for 2022 \$6,656 – Dept. 501.
 - 3. Consider approval of the appointment for Magdalene G. Bishop, full-time Caseworker 1-Adult Services, Adult Services, (p.c. #10, non-exempt, new), at SG-N10A(1)--\$14.86/hour, effective June 21, 2021, pay period 14. Director of Adult Services Faith Ryan is requesting that Ms. Bishop be approved at SG-N10C(03)--\$15.49/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$15,103, annualized salary savings for 2022 \$30,206 - Dept. 501.

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4. Consider approval of the appointment for Bernice D. Cates, full-time Caseworker 1-Adult Services, Adult Services, (p.c. #12, non-exempt, new), at SG-N10A(1)--\$14.86/hour, effective June 21, 2021, pay period 14. Director of Adult Services Faith Ryan is requesting that Ms. Cates be approved at SG-N10C(03)--\$15.49/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$15,103, annualized salary savings for 2022 \$30,206 - Dept. 501.

Action: *APPROVE Adult Services items 1-4.*

- ii. Children & Youth Services – Consider approval of the appointment for Polly J. Donahay, full-time Department Clerk 3 (75)-C&YS, C&YS, (p.c. #50, non-exempt, replacing N. Demastus), at SG-N08A(01)--\$13.52/hour, effective June 30, 2021, pay period 14. Administrator Julia Sprinkle is requesting that Ms. Donahay be approved at SG-N08C(03)--\$14.09/hour. Salary budget savings for 2021 \$6,737, annualized salary savings for 2022 \$2,223 - Dept. 511.

Action: *APPROVE the appointment for Polly J. Donahay.*

G. Courts

- i. Court Administration – Approve the rate for Shelley Thompson at SG-N02A(01)--\$10.18/hour, effective retro to June 7, 2021, pay period 13. President Judge Pamela Ruest is appointing Ms. Thompson to on-call/occasional Tipstaff, Court Administration, (p.c. #15, non-exempt, replacing K. Addis). President Judge Ruest is requesting that Ms. Thompson be approved at SG-N02B(02)--\$10.37/hour. Salary budget savings for 2021 \$819, annualized salary savings for 2022 \$13 – Dept. 271.
- ii. MDJ Philipsburg 49-3-03 – Approve the rate for Shelby Podliski at SG-N08A(01)--\$13.52/hour, effective June 28, 2021, pay period 14. President Judge Pamela Ruest is appointing Ms. Podliski to full-time Magisterial District Court Secretary, MDJ-Sinclair, (p.c. #01, non-exempt, replacing J. Clark). President Judge Ruest is requesting that Ms. Podliski be approved at SG-N08B(05)--\$14.61/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$13,953, annualized salary impact for 2022 \$527 – Dept. 254.
- iii. MDJ Bellefonte 49-3-02 – Approve the rate for Breanna M. Packer at SG-N08A(01)--\$13.52/hour, effective June 21, 2021, pay period 14. President Judge Pamela Ruest is appointing Ms. Packer to full-time Magisterial District Court Secretary, MDJ-Gillette-Walker, (p.c. #05, non-exempt, replacing D. Bitner). President Judge Ruest is requesting that Ms. Packer be approved at SG-N08B(02)--\$13.79/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$13,082, annualized salary savings for 2022 \$16,415 – Dept. 253.

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- iv. MDJ State College II 49-3-05 – Approve the rate for Anna A. Kolonina at SG-N08A(01)–\$13.52/hour, effective June 23, 2021, pay period 14. President Judge Pamela Ruest is appointing Ms. Kolonina to full-time Magisterial District Court Secretary, MDJ-Lachman, (p.c. #08, non-exempt, replacing S. Heckman). President Judge Ruest is requesting that Ms. Kolonina be approved at SG-N08C(03)–\$14.09/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$2,397, annualized salary savings for 2022 \$527 – Dept. 257.

Action: *APPROVE Courts items i-iv.*

- H. Elections – Consider approval of the retroactive payment of \$1,228.85 to Jolene Kitko for the adjustment in pay to the rate of \$15.11 per hour for work done as an Office Floater working as a Temporary Election Worker during the time period of September 29, 2020 through June 11, 2021 – Dept. 131.

Action: *APPROVE the retroactive payment to Jolene Kitko.*

V. ADJOURNMENT