



BOARD OF COMMISSIONERS' AGENDA

Thursday, June 18, 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 Thursday, June 11, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from June 11, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

A. Personnel

- i. Correctional Facility – Consider approval of the reinstatement of Kevin Jeirles, Counselor, Correctional Facility, from reduced hours furlough to regular full-time status effective retro to June 21, 2020, pay period 14 - Dept. 333.
- ii. Planning – Consider approval of the reinstatement of Diana Griffith, Senior Planner 1-Ag Preservation Coordinator, from reduced hours furlough to regular full-time status effective June 22, 2020, pay period 14 - Dept. 151.
- iii. Records Management – Consider approval of the reinstatement of Tracy Martin, Records Management Supervisor, from reduced hours furlough to regular full-time status effective June 22, 2020, pay period 14 - Dept. 143.

V. PERSONNEL ITEMS

A. Correctional Facility

- i. Consider approval of the appointment for Jessica A. Kephart, full-time Kitchen Supervisor, Correctional Facility, (p.c. #122, non-exempt, replacing M. Summers), at SG-N08A(01)--\$13.52/hour, effective June 29, 2020, pay period 14. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$12,985, annualized salary savings for 2021 \$16,266 - Dept. 333.

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- ii. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #92, non-exempt, replacing A. Ehrenzeller), at SG-N10, effective retro to June 15, 2020, pay period 13– Dept. 333.

B. Children & Youth Services

- i. Consider approval of the personnel requisition for full-time Caseworker 2, C&YS, (p.c. #24, non-exempt, replacing M. Tobias), at SG-N13, effective retro to June 9, 2020, pay period 13– Dept. 511.
- ii. Consider approval of the personnel requisition for full-time Caseworker 2, C&YS, (p.c. #33, non-exempt, replacing S. Lannen), at SG-N13, effective retro to June 9, 2020, pay period 13– Dept. 511.

- C. Sheriff – Consider the authorization to fill the currently vacated and furloughed positions of Security Officer, (p.c. #23, 39, 40), effective June 18, 2020, pay period 13 – 211.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

President Judge Pamela Ruest has approved the personnel requisition for full-time Hearing Officer, Domestic Relations, (p.c. #14, non-exempt, replacing M. Williamson), at SG-N15, effective retro to June 11, 2020, pay period 13 – Dept. 281.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

Housing – Satisfaction piece for Jason S. and Christine J. Bair for the premises located at 226 South Hoffer Avenue, Centre Hall – Dept. 815.

IX. CONSENT AGENDA

X. DISCUSSION ITEMS

XI. EXECUTIVE SESSION REPORT

XII. PUBLIC MEETING SCHEDULE

Thursday, June 18, 2020

Board of Commissioners/Salary Board – 10:00 AM – Virtual
BOC Work Session – 1:30 PM - Virtual

Tuesday, June 23, 2020

Board of Commissioners– 10:00 AM – Room 146WB

Thursday, June 25, 2020

Prison Board of Inspectors – 8:00 AM – Virtual
Finance Committee – 9:00 AM - Virtual
Board of Commissioners/Salary Board – 10:00 AM – Virtual
Retirement Board – 11:00 AM- Virtual

XIII. QUESTIONS FROM THE PRESS

XIV. ADJOURNMENT