



BOARD OF COMMISSIONERS AGENDA

Thursday, September 9, 2021, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

[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 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, August 12, 2021 Board of Commissioners Meeting.

Action: *APPROVE the minutes from August 12, 2021.*

IV. PERSONNEL ITEMS

A. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing J. Rhoades) at SG-N10, effective retro to August 30, 2021, pay period 19 – Dept 333.
- ii. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #47, non-exempt, replacing J. Yedlosky) at SG-N10, effective retro to September 2, 2021, pay period 19 – Dept 333.
- iii. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #60, non-exempt, replacing M. Swope) at SG-N10, effective retro to September 1, 2021, pay period 19 – Dept 333.
- iv. Consider approval of the promotion for James M. Decker, from temporary full-time Corrections Officer, Correctional Facility, (p.c. #113, non-exempt), to full-time Corrections Officer, Correctional Facility, (p.c. #60, non-exempt, replacing M. Swope) at SG-N10A(01)-\$20.00/hour effective September 12, 2021, pay period 20. Salary budget impact for 2021 \$184, annualized salary impact for 2022 \$6,718 - Dept. 333.

BOARD OF COMMISSIONERS AGENDA

THURSDAY, SEPTEMBER 9, 2021

PAGE 2

- v. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #113, non-exempt, replacing J. Decker) at SG-N10, effective September 9, 2021, pay period 19 – Dept 333.
- vi. Consider approval of the promotion for Christopher B. Reams, from temporary full-time Corrections Officer, Correctional Facility, (p.c. #114, non-exempt), to full-time Corrections Officer, Correctional Facility, (p.c. #69, non-exempt, replacing J. Rhoades) at SG-N10A(01)-\$20.00/hour effective September 12, 2021, pay period 20. Salary budget savings for 2021 \$12,531, annualized salary impact for 2022 \$6,718 - Dept. 333.
- vii. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #114, non-exempt, replacing C. Reams) at SG-N10, effective September 9, 2021, pay period 19 – Dept 333.

Action: *APPROVE Correctional Facility personnel items i-vii.*

B. Human Services

i. MH/ID/EI

- 1. Consider approval of the appointment for Thomas Q. Snyder, full-time Caseworker 1, MH/ID/EI, (p.c. #11, non-exempt, replacing D. Etters), at SG-N10A(01)-\$15.16/hour, effective September 27, 2021, pay period 21. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$22,148, annualized salary savings for 2022 \$6,563 - Dept. 561.
- 2. Consider approval of the personnel requisition for full-time Casework Supervisor, MH/ID/EI, (p.c. #07, exempt, replacing T. Hosterman) at SG-S54, effective September 9, 2021, pay period 19 – Dept. 561.

Action: *APPROVE MH/ID/EI items 1 and 2.*

- ii. Children & Youth Services – Consider approval of the appointment for Briana N. Wheatley, full-time Caseworker 1, Children & Youth Services, (p.c. #30 non-exempt, replacing L. Ramos-Delgado), at SG-N11A(01)-\$15.90/hour, effective September 13, 2021, pay period 20. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$1,892, annualized salary savings for 2022 \$2,438 - Dept. 511.

Action: *APPROVE the appointment for Briana N. Wheatley.*

iii. Aging

- 1. Consider approval of the personnel requisition for full-time Aging Care Manager 2, Aging, (p.c. #5 non-exempt, replacing S. Ayers), at SG-N12A(01)-\$15.90/hour, effective September 9, 2021, pay period 19 – Dept 521.

BOARD OF COMMISSIONERS AGENDA

THURSDAY, SEPTEMBER 9, 2021

PAGE 3

2. Consider approval of the appointment for Laura M. Shope, part-time Senior Center Manager (Snow Shoe), Aging, (p.c. #18 non-exempt, replacing C. Schall), at SG-S43A(01)--\$14.00/hour, effective September 20, 2021, pay period 20. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$7,988, annualized salary savings for 2022 \$8 - Dept. 521.

Action: *APPROVE Aging Items 1 and 2.*

- iv. Transportation - Consider approval of the appointment for Mindy S. Little, on-call/ occasional Vehicle Operator, Transportation, (p.c. #17, non-exempt, replacing T. Desmond), at SG-N04A(01)--\$11.42/hour, effective September 20, 2021, pay period 20. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$5,839, annualized salary savings for 2022 \$2 - Dept. 531.

Action: *APPROVE the appointment for Mindy S. Little.*

- C. Risk Management/Operations - Consider approval of the appointment for Danielle M. Ramos, full-time Front Desk Administrative Assistant, Risk Management, (p.c. #02, non-exempt, new) at SG-N10A(01)--\$15.16/, effective September 13, 2021, pay period 20. Conditional upon satisfactory completion of pre-employment requirements. Salary budget impact for 2021 \$7,959, annualized salary impact for 2022 \$29,562 - Dept. 112.

Action: *APPROVE the appointment for Danielle M. Ramos.*

V. REPORT ON JUDICIAL PERSONNEL ITEMS

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

VII. NON-PERSONNEL ITEMS

A. Commissioners

- i. Consider approval of relocation costs in the amount of \$10,000 to Beth A. Lechman - Dept. 111.

Action: *APPROVE the relocation costs to Beth A. Lechman.*

- ii. Consider signing coalition letter from Area Office on Aging organizations to the Commonwealth regarding Maximus contract for enrollment and assessment services - Dept. 111.

Action: *APPROVE the signing of the coalition letter.*

B. Housing

- i. Satisfaction piece for Danielle Parowski for the premises located at 313 Lower Coleville Road, Bellefonte - Dept. 815.
- ii. Satisfaction piece for Michael Stauffer for the premises located at 119 Valley Avenue, Centre Hall - Dept. 815.

Action: *APPROVE the satisfaction pieces for Danielle Parowski and Michael Stauffer.*

BOARD OF COMMISSIONERS AGENDA

THURSDAY, SEPTEMBER 9, 2021

PAGE 4

- C. Human Resources - Contract with GovHR USA, LLC to conduct a recruitment and selection process for the Centre County's Chief Financial Officer position opening. The contract total is not to exceed \$22,500 for the period of September 9, 2021 to March 9, 2022 – Dept. 114.

Action: *APPROVE the Contract with GovHR USA, LLC.*

VIII. COVID-19 PLANNING AND RESPONSE

- A. COVID-19 Pandemic Policy on Universal Masking – Update Consideration

Action: *APPROVE the updates to the COVID-19 Pandemic Policy Universal Masking*

- B. COVID-19 Leave Directive Update

Action: *APPROVE the COVID-19 Leave Directive update.*

IX. DISCUSSION ITEMS

- X. C-NET REQUESTS

- XI. EXECUTIVE SESSION REPORT

- XII. QUESTIONS FROM THE PRESS

- XIII. ADJOURNMENT