



SALARY BOARD MINUTES

Thursday, February 10, 2022, 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Salary Board was convened at 10:00 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Director of Human Resources Kristen Simkins, Controller Jason Moser, Human Resource Analyst Geri Sorgen and Executive Office Supervisor Natalie Smith.

County personnel present included Deputy Administrator John Franek Jr., Faith Ryan, Norm Spackman, Mark Kellerman, Travis Walker, Dave Crowley, Dave Lomison, and Human Service Administrator Natalie Corman.

Representatives from the news media included Gary Sinderson and Halie Kines.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

IV. MEETING MINUTES

Minutes from the Thursday, January 27, 2022 Salary Board Meeting.

Action: *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, January 27, 2022.*

V. ACTION ON PERSONNEL ITEMS

- A. Coroner – Rate for Jason W. Brooks at SG-N10A(01)–\$16.16/hour, effective February 14, 2022, pay period 5. Coroner Scott Sayers is appointing Mr. Brooks to on-call/occasional Deputy Coroner, Coroner, (p.c. #08, non-exempt, new with 2022 budget). Salary budget savings for 2022 \$746 – Dept. 212.

Action: *On a motion by Commissioner Dershem, seconded by Controller Moser, the Board voted unanimously to approve the appointment for Jason W. Brooks.*

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B. Courts

- i. Court Administration –Promotion/change in title for Rebecca Kirsch, from full-time Department Clerk 3 (75), Court Administration, (p.c. #39, non-exempt), at SG-N08A(01)–\$14.79/hour to full-time Central Court Coordinator, Court Administration, (p.c. #13, non-exempt, replacing R. Stoner), at SG-N10A(01)–\$16.16/hour, effective retro to January 30, 2022, pay period 4. President Judge Ruest is requesting that Ms. Kirsch be approved at SG-N10F(06)–\$17.75/hour. Salary budget impact for 2022 \$1,350, annualized salary impact for 2023 \$1,287 – Dept. 271.

Action: *On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the promotion/change in title for Rebecca Kirsch.*

C. Emergency Communications 911

Director Norm Spackman asked the Board to consider:

- i. Updated 911 Communications Center wage scales, effective February 13, 2022, pay period 5. Director of Human Resources Kristen Simkins stated that this is a \$2 per hour increase and is for those who work in the communications center and supervisors who fill in on an as needed basis – Dept. 354.
- ii. Increase in pay rate for Rayme Weidel, Assistant Director Emergency Communications 911, Emergency Communications 911, (p.c. #03, exempt), from SG-S56D(04)–\$59,716.80/annum to SG-S56F(06)–\$62,067.20/annum, effective February 13, 2022, pay period 5. Salary impact for 2022 \$2,225 annualized salary impact for 2023 \$2,350 – Dept. 354.

The Board spoke about the importance of 911 Dispatchers.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Emergency Communications 911 items i-ii.*

D. Human Services

- i. Office of Aging – Human Service Administrator Natalie Corman asked the Board to consider the promotion/change in title for Quentin Burchfield, from full-time “Acting” Director of Aging, Office of Aging, (p.c. #01, exempt), at SG-S56G(07)–\$63,273.60/annum to full-time Director of Aging, Office of Aging, (p.c. #01, exempt, replacing K. Pendleton), at SG-S56I(09)–\$65,748.80/annum, effective February 13, 2022, pay period 5. Human Services Administrator Natalie Corman is requesting that Mr. Burchfield be approved at SG-S56L(12)–\$69,659.20/annum. Salary budget savings for 2022 \$6,806, annualized salary impact for 2023 \$3,910 - Dept. 521.

Action: *On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the promotion/change in title for Quentin Burchfield.*

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- ii. Transportation – Director Dave Lomison asked the Board to consider approval of the voluntary demotion/change in title for Heather Rossman, from full-time Transportation Scheduler/Dispatcher, Transportation, (p.c. #37, non-exempt), at SG-N05G(07)--\$14.45/hour to full-time Department Clerk 1 (75), Transportation, (p.c. #29, non-exempt, replacing F. Kerschner), at SG-N04I(09)--\$14.37/hour, effective February 13, 2022, pay period 5. Director of Transportation David Lomison is requesting that Ms. Rossman be approved at SG-N04J(10)--\$14.65/hour. Salary budget savings for 2022 \$476, annualized salary impact for 2023 \$3,920 - Dept. 531.

Action: *On a motion by Controller Moser, seconded by Commissioner Dershem, the Board voted unanimously to approve the voluntary demotion/change in title for Heather Rossman.*

- E. Tax Assessment – Director Mark Kellerman asked the Board to consider approval of the appointment for Mark J. Anderson, full-time Assistant Chief Assessor/Supervisor, Tax Assessment, (p.c. #03, exempt, replacing J. Pettina), at SG-S52A(01)--\$46,924.80/annum, effective February 28, 2022, pay period 6. Chief Assessor Mark Kellerman is requesting that Mr. Anderson be approved at SG-S52R(18)--\$64,875.20/annum and be credited with 2 sick days, 3 vacation days, and 9-15 year vacation accrual status. Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2022 \$953, annualized salary impact for 2023 \$3,920 - Dept. 121.

Action: *On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the appointment for Mark J. Anderson.*

VI. ADJOURNMENT

On a motion by Controller Jason Moser, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:12 AM.

ATTEST:

Jason Moser
Controller