



SALARY BOARD MINUTES

Thursday, April 7, 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 Board of Commissioners was convened at 10:01 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., Jim Coslo, Julia Sprinkle, Faith Ryan, Norm Spackman, Joni MacIntyre, Quentin Burchfield, Dave Lomison and Sheriff Bryan Sampsel.

Representatives from the news media included Gary Sinderson.

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, March 24, 2022 Salary Board Meeting.

Action: *On a motion by Controller Moser, seconded by Commissioner Dershem, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, March 24, 2022.*

V. ACTION ON PERSONNEL ITEMS

A. Prothonotary

Prothonotary Jeremy Breon asked the Board to consider the approval of the following:

- i. The promotion/change in title for Ashley Efthimiou from full-time Department Clerk 3 (75), Prothonotary, (p.c. #18, non-exempt), at SG-N081(09)--\$17.17/hour to full-time First Deputy Prothonotary, Prothonotary, (p.c. #15, non-exempt, replacing J. Esposito), at SG-S46B(02)--\$17.52/hour, effective April 10, 2022, pay period 9. Prothonotary Jeremy Breon is requesting that Ms. Efthimiou be approved at SG-S46F(06)--\$18.88/hour. Salary budget impact for 2022 \$186, annualized salary impact for 2023 \$2,829 - Dept. 223.

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- ii. The promotion/change in title for Jennifer Bletz from full-time Records Coordinator (75), Prothonotary, (p.c. #22, non-exempt), at SG-N10G(07)--\$18.09/hour to full-time First Deputy Prothonotary, Prothonotary, (p.c. #02, non-exempt, replacing L. Kerschner), at SG-S46E(05)--\$18.53/hour, effective April 10, 2022, pay period 9. Prothonotary Jeremy Breon is requesting that Ms. Bletz be approved at SG-S46F(06)-\$18.88/hour. Salary budget savings for 2022 \$9,962, annualized salary impact for 2023 \$2,122 - Dept. 223.
- iii. The rate for Sierra L. Huntington at SG-N08A(01)--\$14.79/hour, effective April 11, 2022, pay period 9. Prothonotary Jeremy Breon is appointing Ms. Huntington to full-time Department Clerk 3 (75), Prothonotary, (p.c. #24, non-exempt, replacing E. Morrin). Prothonotary Jeremy Breon is requesting that Ms. Huntington be approved at SG-N08D(04)--\$15.65/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$118, annualized salary impact for 2023 \$1,677 - Dept. 223.
- iv. The rate for Kate M. Hughes at SG-N08A(01)--\$14.79/hour, effective April 18, 2022, pay period 9. Prothonotary Jeremy Breon is appointing Ms. Hughes to full-time Department Clerk 3 (75), Prothonotary, (p.c. #25, non-exempt, replacing M. Evock). Prothonotary Jeremy Breon is requesting that Ms. Hughes be approved at SG-N08G(07)--\$16.53/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$7,713, annualized salary impact for 2023 \$1,677 - Dept. 223.

Action: *On a motion by Prothonotary Jeremy Breon, seconded by Controller Moser the Board voted unanimously to approve the Prothonotary items i-iv.*

B. Sheriff

Sheriff Bryan Sampsel joined the Board to ask for approval of the following:

- i. The promotion/change in title for Jonathan Muss from full-time Deputy Sheriff/Airport Security 2, Sheriff, (p.c. #37, non-exempt, 75 Hour), at SG-N11A(01)--\$16.90/hour to full-time Deputy Sheriff 2, Sheriff, (p.c. #99, non-exempt, 80 Hour, replacing E. Pollock), at SG-N12A(01)--\$17.69/hour, effective April 10, 2022, pay period 9. Salary budget savings for 2022 \$17,303, annualized salary savings for 2023 \$6,689 - Dept. 211.
- ii. The promotion/change in title for Ethan Walters from full-time Deputy Sheriff/ Security, Sheriff, (p.c. #30, non-exempt, 80 Hour), at SG-N08B(02)--\$15.07/hour to full-time Deputy Sheriff/Airport Security 2, Sheriff, (p.c. #37, non-exempt, 75 Hour, replacing J. Muss), at SG-N11A(01)--\$16.90/hour, effective April 10, 2022, pay period 9. Salary budget impact for 2022 \$2,142, annualized salary impact for 2023 \$0 - Dept. 211.

Action: *On a motion by Sheriff Sampsel, seconded by Commissioner Dershem the Board voted unanimously to approve the Sheriff items i-ii.*

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C. Conservation District

Conservation District Manager Jim Coslo asked the Board to approve the following:

- i. The creation of an on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, 48 hour), at SG-N14O(15)--\$25.25/hour, effective April 11, 2022, pay period 9 through July 30, 2022, pay period 16.
- ii. The appointment for John A. Wataha, on-call/occasional Senior Advisor, Conservation District, (p.c. #14, non-exempt, new), at SG-N14O(15)--\$25.25/hour, effective April 11, 2022, pay period 9 through July 30, 2022, pay period 16. Conservation District Manager Jim Coslo is requesting that Mr. Wataha be approved at SG-N14X(24)--\$30.00/hour. Salary budget impact for 2022 \$1,979 - Dept. 822.

Action: *On a motion by Controller Moser seconded by Commissioner Dershem the Board voted unanimously to approve the Conservation District items i-ii.*

D. Human Services

i. Adult Services

Director Faith Ryan asked the Board to consider the following:

1. The promotion/change in title for Jennie Farwell, Caseworker 1-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N10C(03)--\$16.80/hour to Caseworker 2-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N12A(01)--\$17.69/hour, effective retro to April 3, 2022, pay period 8. Director of Adult Services Faith Ryan is requesting that Ms. Farwell be approved at SG-N12C(03)--\$18.36/hour. Salary budget savings for 2022 \$297, annualized salary impact for 2023 \$1,736 - Dept. 501.
2. The promotion/change in title for Tina Bowser, Caseworker 1-Adult Services, Adult Services, (p.c. #07, non-exempt), at SG-N10C(03)--\$16.80/hour to Caseworker 2-Adult Services, Adult Services, (p.c. #06, non-exempt), at SG-N12A(01)--\$17.69/hour, effective retro to April 3, 2022, pay period 8. Director of Adult Services Faith Ryan is requesting that Ms. Bowser be approved at SG-N12C(03)--\$18.36/hour. Salary budget savings for 2022 \$608, annualized salary impact for 2023 \$1,736 - Dept. 501.
3. The appointment for John Glen Vandermark, full-time Case Manager 2-Adult Services, Adult Services, (p.c. #05, non-exempt, replacing N. De Steel), at SG-N12A(01)--\$17.69/hour, effective April 11, 2022, pay period 9. Director of Adult Services Faith Ryan is requesting that Mr. Vandermark be approved at SG-N12D(04)--\$18.72/hour. Salary budget savings for 2022 \$3,387, annualized salary impact for 2023 \$0 - Dept. 501.

Action: *On a motion by Commissioner Higgins seconded by Commissioner Dershem the Board voted unanimously to approve the Adult Services items 1-3.*

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- ii. Children & Youth Services – Director Julia Sprinkle asked the Board to consider approval of the upgrade/reclassification to the position of full-time Caseworker 1, C&YS, (p.c. #54, non-exempt, new with 2022 budget), at SG-N11A(01)--\$16.90/hour to full-time Caseworker 3, C&YS, (p.c. #54, non-exempt), at SG-N15A(01)--\$20.27/hour, effective April 7, 2022, pay period 8. Salary budget savings for 2022 \$5,106, annualized salary impact for 2023 \$1,735 – Dept. 511.

Action: *On a motion by Commissioner Higgins seconded by Controller Moser the Board voted unanimously to approve the upgrade/reclassification to the position for Children & Youth Services.*

- iii. Office of Aging – Director Quentin Burchfield asked the Board to consider approval of the appointment for Dawn E. Ellero, full-time Aging Care Manager 2, Aging, (p.c. #09, non-exempt, replacing S. Corrigan), at SG-N12A(01)--\$17.69/hour, effective April 25, 2022, pay period 10. Director of Aging Quentin Burchfield is requesting that Ms. Ellero be approved at SG-N12B(02)--\$18.02/hour. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2022 \$3,948, annualized salary savings for 2023 \$4,212 - Dept. 501.

Action: *On a motion by Controller Moser seconded by Commissioner Higgins the Board voted unanimously to approve the appointment for Dawn Ellero.*

VI. ADJOURNMENT

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

ATTEST:

Jason Moser
Controller