



BOARD OF COMMISSIONERS MINUTES

Thursday, April 21, 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 10:02 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, Deputy Administrator John Franek Jr., Human Resource Analyst Geri Sorgen and Executive Office Supervisor Natalie Smith.

County Personnel present included Joni MacIntyre, Karri Hull, Prothonotary Jeremy Breon, Recorder of Deeds Joe Davidson, Jim Coslo, Travis Walker, Faith Ryan, Dave Lomison and Chad Joyce.

Guests present included Efrain Marimon, Irvin Moore, Deonte Williams-Bondra and Jess Goldberg (via zoom).

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

IV. MEETING MINUTES

The Board will consider approving the minutes from the Thursday, April 14, 2022 Board of Commissioners meeting.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from April 14, 2022.*

V. PROCLAMATION

Proclamation 13 of 2022 – Proclaiming **April 23-29, 2022** as **Justice Education Week** in Centre County. Karri Hull Director of Criminal Justice Planning and Restorative Justice Initiative (RJI) Director Efrain Marimon joined the Board to talk about RJI. RJI was created at Penn State in 2015 to create awareness of issues impacting incarcerated communities. Efrain announced different events happening throughout the week, including the reentry simulation.

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Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 13 of 2022.*

VI. PERSONNEL ITEMS

A. Commissioners

Administrator Margaret Gray asked the Board to consider the following:

- i. The personnel requisition for full-time Executive Office Supervisor, Commissioners, (p.c. #07, exempt, replacing N. Smith), at SG-S54, effective retro to April 14, 2022, pay period 9 – Dept. 111.
- ii. The revisions to the job description for the position of Deputy County Administrator, Commissioners, S61, effective April 21, 2022, pay period 9 – Dept. 111.
- iii. The personnel requisition for full-time Deputy County Administrator, Commissioners, (p.c. #13, exempt, replacing J. Franek Jr.), at SG-S61, effective April 21, 2022, pay period 9 – Dept. 111.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Commissioners items i-iii.*

- B. Conservation District – Jim Coslo asked the Board to consider the extension #3 for the leave of absence for Daina Beckstrand, Nutrient Management Technician 2, Conservation District, (p.c. #08), effective retro from April 20, 2022, pay period 9 to (estimated) May 31, 2022, pay period 12 – Dept. 822.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the leave of absence for Daina Beckstrand.*

- C. Correctional Facility – Personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #80, non-exempt, replacing G. Krause), at SG-N10, effective retro to April 12, 2022, pay period 9 – Dept. 333.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for the Correctional Facility.*

D. Emergency Communications 911

Administrator Margaret Gray asked the Board to consider the following:

- i. Personnel requisition for on-call/occasional 911 Dispatcher-Public Safety Telecommunicator, Emergency Communications 911, (p.c. #28, non-exempt, replacing K. Seeger), at SG-N09, effective retro to April 19, 2022, pay period 9 – Dept. 354.

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- ii. Appointment for Abigail M. Dale, on-call/occasional 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #28, non-exempt, replacing K. Seeger), at SG-N09E(05)--\$20.66/hour, effective April 26, 2022, pay period 10. Salary budget savings for 2022 \$2,746, annualized salary impact for 2023 \$472 - Dept. 354.
- iii. Appointment for Michaela R. Maynard, full-time 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #09, non-exempt, replacing K. Burd), at SG-N09E(05)--\$20.66/hour, effective May 9, 2022, pay period 11. Salary budget impact for 2022 \$7,526, annualized salary impact for 2023 \$4,160 - Dept. 354.
- iv. Appointment for Michael A. Pletcher, full-time 911 Dispatcher Public Safety Telecommunicator, Emergency Communications 911, (p.c. #10, non-exempt, replacing C. McMonagle), at SG-N09E(05)--\$20.66/hour, effective May 9, 2022, pay period 11. Salary budget savings for 2022 \$12,368, annualized salary impact for 2023 \$4,160 - Dept. 354.

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

E. Human Services

- i. MH/ID/EI/D&A – The personnel requisition for full-time TASC Coordinator, MH/ID/EI/D&A, (p.c. #07, non-exempt, replacing P. Sheckler), at SG-N12, effective retro to April 18, 2022, pay period 9 – Dept. 562.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for MH/ID/EI/D&A.*

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

Prothonotary

- i. Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #23, non-exempt, replacing L. Adams), at SG-N08, effective April 14, 2022, pay period 9 – Dept. 223.
- ii. Prothonotary Jeremy Breon has approved the personnel requisition for full-time Department Clerk 3 (75), Prothonotary, (p.c. #14, non-exempt, replacing K. Hauser), at SG-N08, effective April 19, 2022, pay period 9 – Dept. 223.

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IX. NON-PERSONNEL ITEMS

Adult Services – Director Faith Ryan asked the Board to consider approval of a 30-day termination notice with Witt O’Brien’s consulting services for the Emergency Rental Assistance Program (ERAP). All objectives have been met and final deliverables have been provided to the department; no additional services have been requested or identified by either party at this time – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the 30-day termination notice with Witt O’Brien’s consulting services for the Emergency Rental Assistance Program (ERAP).*

X. EXECUTIVE SESSION REPORT

XI. QUESTIONS FROM THE PRESS

XII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:22 AM.

ATTEST:

Margaret N. Gray

Administrator