



CENTRE COUNTY  
SALARY BOARD MINUTES

Thursday, April 29, 2021, 10:00 A.M.

Virtual – Zoom

To join the meeting please visit: [www.centrecountypa.gov/virtual](http://www.centrecountypa.gov/virtual)

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I. CALL TO ORDER

The public meeting of the Salary Board 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, Deputy Administrator John Franek Jr., Executive Office Supervisor Natalie Smith, Staff Assistant Jillian Savage, Director of Human Resources Kristen Simkins and Controller Jason Moser.

County personnel present included Human Services Administrator Natalie Corman, David Lomison, Ryan Smeltzer, Magisterial District Judge Allen Sinclair, Sheriff Bryan Sampsel and Travis Walker.

Guests present included 8145481055.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, April 22, 2021 Salary Board meeting.

**Action:** *On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, April 22, 2021.*

IV. ACTION ON PERSONNEL ITEMS

- A. Financial Management – Consider approving the revision to the job description for the position of Director of Financial Management to change the title to Chief Financial Officer, Financial Management, SG-S66, effective April 29, 2021, pay period 10. A new job class code will be created for the change in job title to preserve historical information – Dept. 113.

On a motion by Controller Moser, seconded by Commissioner Dershem, the Board voted unanimously to amend item A. Financial management to; Consider approval of the upgrade/reclassification/change in title to the position of full-time Director of Financial Management, Financial Management, (p.c. #01, exempt), at SG-S62A(01)–\$71,260.80/annum to Chief Financial Officer, Financial Management, (p.c. #01, exempt), at SG-S66A(01)–\$86,632.00/annum, effective April 29, 2021, pay period 10 – Dept. 113.

On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve the amended item A.

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- B. MDJ Philipsburg 49-3-03 – On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to approve the reinstatement to the position of full-time Magisterial District Court Secretary, MDJ-Sinclair, (p.c. #01, non-exempt), at SG-N08A(01)--\$13.52/hour, effective April 29, 2021, pay period 10. Salary impact for 2021 \$16,731, annualized salary impact for 2022 \$26,364. Judge Sinclair stated the reinstatement of this position is necessary as the workload for the court has increased – Dept. 254.
- C. Probation – On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to approve the promotion/change in title for Philip Calhoun from full-time Probation Officer 1, Probation, (p.c. #09, non-exempt), at SG-N13H(08)--\$19.72/hour to full-time Intensive Domestic Violence PO 2, Probation, (p.c. #22, non-exempt, replacing M. Fisher), at SG-N15E(05) - \$20.43/hour, effective retro to April 25, 2021, pay period 10. President Judge Pamela Ruest is requesting that Mr. Calhoun be approved at SG-N15F(06)--\$20.85/hour. Salary budget savings for 2021 \$1,292, annualized salary savings for 2022 \$780 – Dept. 301.

D. Risk Management

*On a motion by Controller Moser, seconded by Commissioner Higgins, the Board voted unanimously to approve Risk Management items i-ii.*

Administrator Margaret Gray presented the following items:

- i. Upgrade/reclassification/change in title to the position of full-time Risk Management Coordinator, Risk Management, (p.c. #01, exempt), at SG-S54A(01)--\$48,443.20/annum to full-time Chief Risk Officer/Director of Workplace Operations, Risk Management, (p.c. #01, exempt), at SG-S56A(01)--\$53,289.60/annum, effective retro to April 25, 2021, pay period 10 (currently occupied by Krista Davis) – Dept. 112.
  - ii. Change in rate for Krista Davis, full-time Chief Risk Officer/Director of Workplace Operations, Risk Management, (p.c. #01, exempt), from SG-S54R(18)--\$67,828.80/annum to SG-S56P(16)--\$71,718.40/annum, effective retro to April 25, 2021, pay period 10. Salary impact for 2021 \$2,543, annualized salary impact for 2022 \$3,890 – Dept. 112.
- E. Sheriff – Sheriff Sampsel joined the Salary Board. On a motion by Sheriff Sampsel, seconded by Controller Moser, the Board voted unanimously to approve the rate for Rondia M. Schenck at SG-N08A(01)--\$13.52/hour, effective May 3, 2021, pay period 10. Sheriff Bryan Sampsel is appointing Ms. Schenck to full-time Department Clerk 3 (75), Sheriff, (p.c. #47, non-exempt, replacing A. Howe). Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2021 \$1,358, annualized salary savings for 2022 \$527 – Dept. 211.

V. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Controller Moser, the Board voted unanimously to adjourn the meeting at 10:22 AM.

ATTEST:

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Jason Moser  
Controller