



## SALARY BOARD MINUTES

Thursday, June 30, 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 Pipe, Commissioner Dershem, Commissioner Higgins (Zoom), Administrator John Franek Jr., Human Resource Analyst Geri Sorgen and Executive Office Supervisor Erin Good.

County personnel present included Controller Jason Moser, Karri Hull, Deputy Administrator Natalie Corman, Faith Ryan, Travis Walker, Warden Chris Schell, Dave Lomison, Kendra Miknis, Jayme Narehood and Ryan Smeltzer.

### 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, June 16, 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, June 16, 2022.*

### V. ACTION ON PERSONNEL ITEMS

#### A. Courts

##### i. Court Administration

Kendra Miknis asked the Board to approve the following items:

1. Approve the promotion/change in title for Joan Parsons from full-time Criminal Court Coordinator, Court Administration, (p.c. #12, non-exempt), at SG-N10W(23)--\$24.45/hour to full-time Judicial Secretary, Court Administration, (p.c. #09, non-exempt, replacing S. Knisley), at SG-N11V(22)--\$25.09/hour, effective July 11, 2022, pay period 15. President Judge Pamela Ruest is requesting that Ms. Parsons be approved at SG-N11Z(26)--\$27.08/hour. Salary budget savings for 2022 \$1,106 – Dept. 271.

**SALARY BOARD MINUTES**  
**THURSDAY, JUNE 30, 2022**  
**PAGE 2**

2. Approve the promotion/change in title/department for Melody Cain from full-time Department Clerk 2 (80), Probation, (p.c. #29, non-exempt, 80 Hour), at SG-N06D(04)--\$14.31/hour to full-time Criminal Court Coordinator, Court Administration, (p.c. #12, non-exempt, 75 Hour, replacing J. Parsons), at SG-N10A(01)--\$16.16/hour, effective July 7, 2022, pay period 15. President Judge Pamela Ruest is requesting that Ms. Cain be approved at SG-N10F(06)--\$17.75/hour. Salary budget savings for 2022 \$3,552, annualized salary savings for 2023 \$13,065 – Dept. 271.
3. Approve the rate for Laura C. Wagner at SG-N08A(01)--\$14.79/hour, effective July 5, 2022, pay period 15. President Judge Pamela Ruest is appointing Ms. Wagner to full-time Department Clerk 3 (75), Court Administration, (p.c. #39, non-exempt, replacing S. Smitchko). President Judge Ruest is requesting that Ms. Wagner be approved at SG-N08G(07)--\$16.53/hour. Salary budget savings for 2022 \$1,967, annualized salary impact for 2023 \$3,393 – Dept. 271.
4. Approve the creation of an on-call/occasional Senior Court Consultant, Court Administration, (p.c. #08, non-exempt), effective June 30, 2022, pay period 14 through December 31, 2023, pay period TBD – Dept. 271.
5. Approve the appointment for Wanda Andrews, on-call/occasional Senior Court Consultant, Court Administration, (p.c. #08, non-exempt, new), at SG-N19T(20)--\$35.02/hour for up to 20 hours/week, effective July 6, 2022, pay period 15 through December 31, 2023, pay period TBD. Salary budget impact for 2022 \$15,355, annualized salary impact for 2023 \$33,269 – Dept. 271.

**Action:** *On a motion by Commissioner Dershem seconded by Controller Moser, the Board voted unanimously to approve the Court Administration items 1-5.*

- ii. Probation – Approve the rate for Tiffany A. Rainey at SG-N07A(01)--\$14.16/hour, effective July 5, 2022, pay period 15. President Judge Pamela Ruest is appointing Ms. Rainey to full-time Secretary 2 (80), Probation, (p.c. #14, non-exempt, replacing J. Ault). President Judge Ruest is requesting that Ms. Rainey be approved at SG-N07C(04)--\$14.69/hour. Salary budget savings for 2022 \$6, annualized salary impact for 2023 \$541 – Dept. 301.

**Action:** *On a motion by Controller Moser seconded by Commissioner Higgins, the Board voted unanimously to approve the rate for Tiffany Rainey.*

- B. Correctional Facility – Approve the promotion/change in title for George Webb, full-time Corrections Officer, Correctional Facility, (p.c. #88, non-exempt), at SG-N10C(04)--\$22.25/hour (\$46,280/annum) to full-time Lieutenant, Correctional Facility, (p.c. #03, exempt, replacing T. Corl), at SG-S54A(01)--\$51,500.80/annum, effective July 3, 2022, pay period 15. Warden Christopher Schell is requesting that Mr. Webb be approved at SG-S54F(06)--\$56,576/annum. Salary budget savings for 2022 \$5,630, annualized salary impact for 2023 \$7,155 - Dept. 333.

**Action:** *On a motion by Commissioner Dershem seconded by Commissioner Higgins, the Board voted unanimously to approve the promotion/change in title for George Webb.*

**SALARY BOARD MINUTES  
THURSDAY, JUNE 30, 2022  
PAGE 3**

C. Human Services

- i. Adult Services -Faith Ryan asked the Board to approve the promotion/change in title for Magdalene Bishop, Caseworker 1-Adult Services, Adult Services, (p.c. #10, non-exempt), at SG-N10C(03)--\$16.80/hour to Caseworker 2-Adult Services, Adult Services, (p.c. #10, non-exempt), at SG-N12A(01)--\$17.69/hour, effective July 3, 2022, pay period 15. Director of Adult Services Faith Ryan is requesting that Ms. Bishop be approved at SG-N12C(03)--\$18.36/hour. Salary budget impact for 2022 \$3,257, annualized salary impact for 2023 \$3,042 - Dept. 501.

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

ADJOURNMENT

On a motion by Controller Moser, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:08 AM.

ATTEST:

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Jason Moser  
Controller