



CENTRE COUNTY
SALARY BOARD MINUTES

Thursday, August 13, 2020, 10:00 A.M.

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

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, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, Director of Financial Management Tom Martin, and Controller Jason Moser.

County personnel present included Chad Joyce, Colleen Kennedy, and Mary Kay Williams.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, July 23, 2020 and August 6, 2020 Salary Board meeting.

Action: *On a motion by Controller Jason Moser, seconded by Commissioner Dershem, the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, July 23, 2020 and August 6, 2020.*

IV. ACTION ON PERSONNEL ITEMS

A. Court Administration – On a motion by Commissioner Mark Higgins, seconded by Controller Jason Moser, the Board voted unanimously to approve the rate for Ankit Saggi at SG-N16A(01)--\$19.79/hour, effective August 18, 2020, pay period 18. President Judge Pamela A. Ruest is appointing Mr. Saggi to full-time Law Clerk, Court Administration, (p.c. #25, non-exempt, replacing D. Savko). Conditional upon satisfactory completion of pre-employment requirements. Salary savings for 2020 \$3,549, annualized salary savings for 2021 \$761 – Dept. 271.

B. Correctional Facility

On a motion by Commissioner Mark Higgins, seconded by Controller Jason Moser, the Board voted unanimously to approve Correctional Facility items i-ii.

- i. Consider approval of the creation of an temporary on-call/occasional Senior Advisor, Correctional Facility, (p.c. #138, non-exempt), at SG-N09Z(26)--\$23.26/hour, effective August 22, 2020, pay period 18 through September 30, 2020, pay period 21 or until the vacant Records Specialist-CCCF position is filled and staff adequately trained. Not to exceed 16 hours/week. – Dept. 333.

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- ii. Consider approval of the change in title/status for Caralee Kay Woodring-Shearer from full-time Records Specialist-CCCF, Correctional Facility, (p.c. #137, non-exempt), at SG-N09Z(26)--\$23.26/hour to on-call/occasional Senior Advisor, Correctional Facility, (p.c. #138, non-exempt, new), at SG-N09Z(26)--\$23.26/hour, effective August 22, 2020, pay period 18 through September 30, 2020, pay period 21. Salary budget impact for 2020 \$2,213 - Dept. 333

V. ADJOURNMENT

On a motion by Controller Jason Moser, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 10:04 AM.

ATTEST:

Jason Moser
Centre County Controller