



SALARY BOARD MINUTES

Thursday, August 24, 2023, 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 10:03 AM by Chair of the Board Mark Higgins.

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Controller Jason Moser, Kristen Simkins, Geri Sorgen, Kendra Miknis, Warden Glenn Irwin, Deputy Warden Danielle Minarchick and Liz Lose.

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, July 27, 2023 and August 10, 2023 Salary Board Meetings.

Action: On a motion by Controller Moser seconded by Commissioner Concepcion the Board voted unanimously to approve the Salary Board meeting minutes from July 27 and August 10, 2023.

V. ACTION ON PERSONNEL ITEMS

A. Controller

Controller Moser asked the Board to approve the following items:

- i. Approve the change in hours/title to the position of full-time Deputy Controller, Controller, (p.c. #02, exempt, 75 hours), at SG-13 to First Deputy Controller, Controller, (p.c. #02, exempt, 80 hours), at SG-13, effective August 27, 2023, pay period 19. Salary budget impact for 2023 \$980, annualized salary impact for 2024 \$4,088 – Dept. 125.
- ii. Approve the upgrade/reclassification/change in title/hours/status to the position of full-time Auditor/Accountant, Controller, (p.c. #07, non-exempt, 75 hours), at SG-10 to Second Deputy Controller, Controller, (p.c. #07, exempt, 80 hours), at SG-11, effective August 27, 2023, pay period 19. Salary budget impact for 2023 \$41, annualized salary savings for 2024 \$4,845 – Dept. 125.

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

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B. Courts

- i. MDJ State College 49-1-01 – Kendra Miknis asked the Board to approve the rate for Idriss F. Tchuinou at SG-05A(01)–\$17.88/hour, effective August 28, 2023, pay period 19. President Judge Jonathan Grine is appointing them to full-time Magisterial District Court Secretary, MDJ-Hahn, (p.c. #07, non-exempt). Salary budget savings for 2023 \$4,077, annualized salary savings for 2024 \$699 – Dept. 251.

Action: On a motion by Controller Moser seconded by Commissioner Concepcion the Board voted unanimously to approve the rate for Idriss Tchuinou.

- ii. Probation – Kendra Miknis asked the Board to approve the rate for Abigail M. Miller at SG-08A(01)–\$21.45/hour, effective August 28, 2023, pay period 19. President Judge Jonathan Grine is appointing them to full-time Probation Officer 1, Probation, (p.c. #09, non-exempt). Salary budget impact for 2023 \$20,109, annualized salary impact for 2024 \$41,828 – Dept. 301.

Action: On a motion by Controller Moser seconded by Commissioner Concepcion the Board voted unanimously to approve the rate for Abigail Miller.

VI. ADJOURNMENT

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

ATTEST:

Jason Moser

Controller