



SALARY BOARD MINUTES

Thursday, October 5, 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 10:00 AM by Chair of the Board Mark Higgins.

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

County personnel present included Deputy Administrator Natalie Corman, Controller Jason Moser, Kristen Simkins, Human Services Administrator Julia Sprinkle, Lora Rupert, Warden Glenn Irwin, Recorder of Deeds Joe Davidson, Missey Bender, Ray Stolinas, Liz Lose and Deputy Warden of Administration Danielle Minarchick.

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, September 21, 2023 Salary Board Meeting.

Action: On a motion by Commissioner Concepcion seconded by Commissioner Dershem the Board voted unanimously to approve the Salary Board meeting minutes from Thursday, September 21, 2023.

V. ACTION ON PERSONNEL ITEMS

A. Recorder of Deeds– Recorder of Deeds Joe Davidson asked the Board to approve the rate for Haley E. Rogers at SG-04A(01)--\$16.69/hour, effective October 9, 2023, pay period 22. Recorder of Deeds Joe Davidson is appointing them to full-time Recorder of Deeds Clerk, Recorder of Deeds, (p.c. #04, non-exempt). Salary budget savings for 2023 \$17,234, annualized salary impact for 2024 \$1,099 – Dept. 133.

Action: On a motion by Recorder of Deeds Joe Davidson seconded by Controller Moser the Board voted unanimously to approve the rate for Haley Rogers.

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B. Correctional Facility

Warden Glenn Irwin asked the Board to approve the following items:

- i. Approve the upgrade/reclassification/change in title to the position of full-time Administrative Lieutenant, Correctional Facility, (p.c. #06, exempt), at SG-11 to full-time Captain, Correctional Facility, (p.c. #06, exempt), at SG-12, effective October 5, 2023, pay period 21. Salary budget savings for 2023 \$19,053, annualized salary savings for 2024 \$14,452 – Dept. 333.

Warden Irwin stated the Captain position will create a better dynamic in the Correctional Facility. Glenn stated that it will create better succession planning for the future as well as a better chain of command.

- ii. Approve the upgrade/reclassification/change in title to the position of full-time Re-Entry Specialist, Correctional Facility, (p.c. #76, non-exempt), at SG-08 to full-time Re-Entry Counselor, Correctional Facility, (p.c. #76, non-exempt), at SG-09, effective October 8, 2023, pay period 22. Salary budget savings for 2023 \$2,146, annualized salary impact for 2024 \$1,582 – Dept. 333.

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

VI. ADJOURNMENT

On a motion by Controller Moser, seconded by Commissioner Concepcion, the Board voted unanimously to adjourn the meeting at 10:06 AM.

ATTEST:

Jason Moser
Controller