

(Board's Agenda)

SALARY BOARD MEETING

August 16, 2023
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 7-20-23 dated July 20, 2023.

Chairman asks for PUBLIC COMMENTS.

ELECTED OFFICIALS: (COMMISSIONER CALLS EACH SEPARATELY)

BOARD'S CONSIDERATION

President Judge DiSalle – Courts

MAKE MOTION PER AGENDA

Tony Andronas – Sheriff

MAKE MOTION PER AGENDA

Rose Semple – Public Defender

MAKE MOTION PER AGENDA

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since July 20, 2023 until the present are to be noted for the record.

CHAIRMAN NOTES FOR THE RECORD – It is the consensus of the Salary Board that any procedural errors in the 2023 salary schedule book may be corrected administratively by Human Resources.

RECESS

The Washington County Salary Board reconvened in Public Meeting Room G-16 of the Crossroads Center, 95 West Beau Street, Washington, Pennsylvania, for the purpose of reconvening with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, Nick Sherman, Controller April Sloane (by phone), Deputy Controller Heather Sheatler. Also present: Solicitor Jana Grimm; Chief of Staff Jim McCune; Human Resources Assistant Director Andrea Johnston; Administrative Assistants Marie Trossman and Patrick Geho; Chief Clerk Cynthia Griffin; Brandon Frankie Sheriff's Department; WJPA representative Tyler Polk; Stacey Stapleton Adult Probation and Debbie Corson Human Services.

Chairman Vaughan called the meeting to order at approximately 2:36 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 6-22-23 dated June 22, 2023, as written.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

PUBLIC COMMENT

None.

FOR THE BOARD'S CONSIDERATION

CHILDREN & YOUTH SERVICES

Mrs. Vaughan presented to the board, on behalf of Children & Youth Services, the reduction in annual salary from \$62,315.03/year to \$60,500/year for one (1) vacant full-time Casework Supervisor salaried position effective 7/20/23.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

Mrs. Vaughan presented to the board, on behalf of Children & Youth Services, the increase in annual salary from \$71,027.27/year to \$73,158.10/year for one (1) vacant full-time Casework Manager salaried position effective 7/20/23.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

JAIL ADMINISTRATION

Mrs. Vaughan presented to the board, on behalf of Jail Administration, the increase in annual salary from \$57,024.73/year to \$59,524.73/year for (1) full-time Maintenance Engineer salaried position effective 7/20/23.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

FINANCE

Mrs. Vaughan presented to the board, on behalf of Finance, the addition of a stipend of \$1,250/month for (1) full-time Financial Analyst I salaried position effective 7/20/23. This is in addition to the individual’s current annual salary to assume additional responsibilities in Finance until such time the position of Finance Director is filled.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

HUMAN RESOURCES

Mrs. Vaughan presented to the board, on behalf of Human Resources, the addition of a stipend of \$1,250/month for (1) full-time Assistant Director Human Resources & Labor Relations salaried position effective retroactively to 7/1/2023. This is in addition to the individual’s current annual salary to assume additional responsibilities in Human Resources until such time the position of Human Resources Director is filled.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

CHIEF CLERK

Mrs. Vaughan presented to the board, on behalf of the Chief Clerk, the increase in annual salary from \$48,871.76/year to \$53,560/year for one (1) vacant full-time Administrative Assistant salaried position effective 7/20/23.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

LEAVES OF ABSENCES – June 22, 2023 to July 19, 2023

Chairman Vaughan noted for the record the following leaves of absences:

Kelly Boyd, Juvenile Probation Officer II, 6/22/23 to 8/18/23

Christopher Cain, Deputy Warden-Security, 6/28/23 to 9/20/23; RTW (Return to work) 7/17/23

Derrick Hook, Correctional Officer I, 6/22/23 to 7/4/23; RTW (Return to work) 7/6/23

Cody Muntan, TCO-911, 6/28/23 to 6/28/24; RTW (Return to work); Expires 6/28/24

Chairman Vaughan stated for the record, that all leaves of absence that occurred since June 22, 2023, until the present are to be noted for the record. It is the consensus of the Salary Board that any procedural errors in the 2023 salary schedule book may be corrected administratively by Human Resources.

There being no further business, Chairman Vaughan declared the meeting recessed at approximately 2:38 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____
CHIEF CLERK

