

(Board's Agenda)

SALARY BOARD/ORGANIZATION MEETING

January 2, 2024
3:00 PM

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –

To approve Minute No. SB 12-14-23 dated December 14, 2023.

Chairman asks for PUBLIC COMMENTS.

MOTION BY SALARY BOARD MEMBER –

To approve the 2024 wages on the respective departmental salary schedules which reflect the negotiated wage increases for union employees as negotiated with the Service Employees International Union (SEIU) 668, the Service Employees International Union (SEIU) Court Appointed/Court Related 668, the Pennsylvania Social Services Union Local 668, SEIU, the Deputy Sheriffs Association of Washington County Local 900, IUPA, AFL – CIO (DPSA), the American Federation of State, County and Municipal Employees, District Council 84 (AFSCME – Probation Officers), the Teamsters 249 (District Attorneys and Public Defenders) and the National Correctional Employees Union (NCEU). These wage rates are effective 1/1/24.

ELECTED OFFICIALS: (CHAIRMAN CALLS EACH SEPARATELY)

	<u>2024 RATES</u>	<u>BOARD'S CONSIDERATION</u>
President Judge DiSalle – Courts	(2024 RATES)	
Jason Walsh – District Attorney	(2024 RATES)	MAKE MOTION PER AGENDA)
Tony Andronas – Sheriff	(2024 RATES)	MAKE MOTION PER AGENDA)
Laura Hough – Prothonotary	(2024 RATES)	
James Roman – Register of Wills	(2024 RATES)	
Tom Flickinger – Treasurer	(2024 RATES)	
Timothy Warco – Coroner	(2024 RATES)	
Ray Phillips – Clerk of Courts	(2024 RATES)	
Carrie Perrell – Recorder of Deeds	(2024 RATES)	
April Sloane – Controller	(2024 RATES)	
Rose Semple – Public Defender	(2024 RATES)	

MOTION – (made by Salary Board Member) To approve the remaining personnel requests found on the FOR THE BOARD'S CONSIDERATION chart.

MOTION – (made by Salary Board Member) To retain all of the positions in the offices under jurisdiction of the Commissioners, as listed in each department, at the salaries as contained in the 2024 salary schedule book.

MOTION – (made by Salary Board Member) The salaried employees' 2023 rates will reflect a 3% across the board increase effective retroactive to January 1, 2024. This is in accordance with the budget allotment assigned to each department. Salaried employees hired during 2023 that are eligible to receive a 3% across the board increase will receive it on their anniversary date.

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since December 14, 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 2024 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 at 95 West Beau Street, Washington, Pennsylvania, for the purpose of reconvening with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, and Nick Sherman. Also present were: Solicitor Jana Grimm; Chief of Staff Jim McCune; Chief Clerk Cynthia Griffin and Administrative Assistant Debbie Corson; Human Resources Assistant Director Andrea Johnston; Executive Assistants Marie Trossman, Randi Marodi, and Patrick Geho; Financial Analyst Adam Petris; Observer-Reporter reporter Mike Jones, and resident Mary Lee Maggi.

Chairman Vaughan called the meeting to order at approximately 3:13 p.m., noting Controller April Sloane was not present to participate.

Mrs. Vaughan entertained a motion to approve Minute No. SB 11-16-23, dated November 16, 2023. Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 11-16-23 dated November 16, 2023, as written.

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENT

None.

FOR THE BOARD'S CONSIDERATION

Mrs. Vaughan presented to the Board, on behalf of Children & Youth Services, the reduction in annual salary from \$62,315.01/year to \$60,500/year for one (1) vacant full-time Casework Supervisor salaried position effective 12/14/23.

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.

Motion carried unanimously.

Mrs. Vaughan presented to the Board, on behalf of Behavioral Health & Human Services, the reduction in annual salary from \$43,783.87/year to \$35,500/year for one (1) vacant full-time Fiscal Technician salaried position effective 12/14/23.

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.

Motion carried unanimously.

Mrs. Vaughan presented to the Board, on behalf of Behavioral Health & Human Services, the reduction in annual salary from \$46,568.05/year to \$40,274.69/year for one (1) vacant full-time MR Program Specialist I salaried position effective 12/14/23.

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.

Motion carried unanimously.

LEAVES OF ABSENCES – November 16, 2023 to December 13, 2023

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

- Sandra Adkins, MH Program Specialist I, BHDS, 12/05/23 to 12/05/24
- Christopher Burt, Certified Assessor II, Tax Revenue, 12/12/23 to 12/12/24
- Kelly Carroll, Probation Officer II, Juvenile Probation, 12/01/23 to 1/12/24
- Monica Parker-Farrell, Coordinator II, Aging Services, 11/22/23 to 2/15/24
- Michelle Lober, Caseworker II, Aging Services, 12/11/23 to 12/29/23
- James Miller, Investigator, Domestic Relations, 12/08/23 to 03/01/24
- Deanne Montgomery, TCO Shift Supervisor, Emergency Telephone – 911, 11/06/23 to 1/29/24
- Gerri Pennline-Restivo, MDJ Secretary, MDJ Saieva, 11/29/23 to 1/12/24

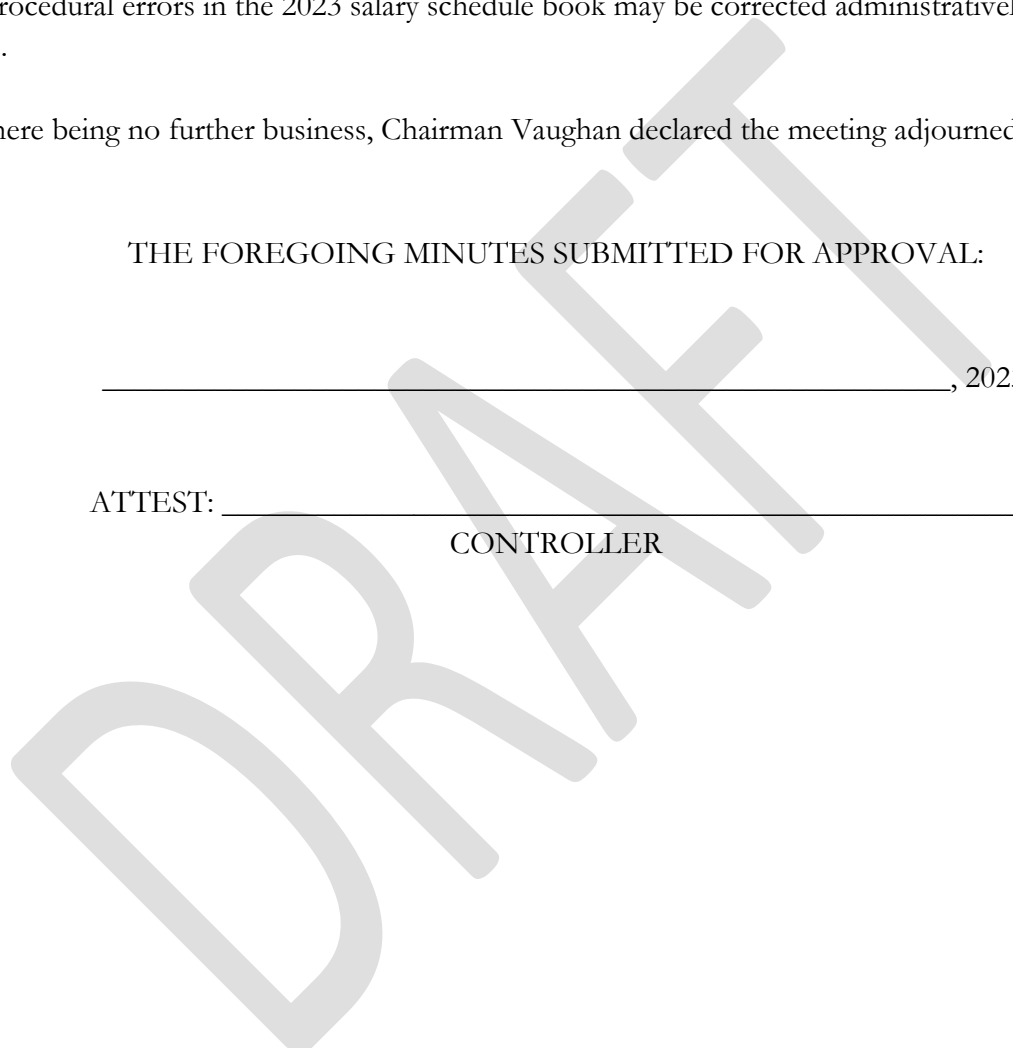
Chairman Vaughan stated for the record, that all leaves of absence that occurred since November 16, 2023 until the present are to be noted for the record. It is the consensus of the Salary Board that any procedural errors in the 2023 salary schedule book may be corrected administratively by Human Resources.

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 2:14 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____
CONTROLLER



FOR THE BOARD'S CONSIDERATION - JANUARY 2, 2024

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Aging				Caseworker I	Pay Grade 9 - 90% - \$21.441/hour (2024 rate - \$22.084/hour)	Create one (1) full-time union position effective 1/2/24.
Parks		Superintendent of Parks	\$58,741.33/year		\$63,741.33/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/24. The requested salary includes any increase that may be approved by the Salary Board for 2024 for non-union employees.
Elections		Assistant Director - Elections	\$52,898.90/year		\$53,427.89/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/24. The requested salary does not include any increase that may be approved by the Salary Board for 2024 for non-union employees.
Buildings & Grounds		Custodial Worker	Pay Grade 1 - 90% - \$19.636/hour (2024 rate - \$20.226/hour)			Abolish two (2) positions effective 1/2/24.
Buildings & Grounds				Custodial Worker	Pay Grade 1 - 90% - \$19.636/hour (2024 rate - \$20.226/hour)	Create one (1) full-time union position effective 1/2/24.
Buildings & Grounds		Maintenance Supervisor	\$53,044.99/year		\$58,044.99/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/24. The requested salary includes any increase that may be approved by the Salary Board for 2024 for non-union employees.

FOR THE BOARD'S CONSIDERATION - JANUARY 2, 2024

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Chief Clerk				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Controller				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Coroner				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Human Resources				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Information Technology				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Planning				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Buildings & Grounds				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Flood Control				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Motor Pool				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Parks				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Community Services/FITS				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
District Attorney				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Prothonotary				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Sheriff				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Court Administrator				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
County Drug Unit				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Register of Wills				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Jail Administration				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Aging				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Children & Youth				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.
Liquid Fuels				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/24 through 8/30/24.