(Board's Agenda)

SALARY BOARD MEETING

February 15, 2024 Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER -

To approve Minute No. SB 1-18-24 dated January 18, 2024.

Chairman asks for PUBLIC COMMENTS.

ELECTED OFFICIAL: (COMMISSIONER TO CALL PRESIDENT JUDGE GILMAN OR MAKE MOTION ON BEHALF OF PRESIDENT JUDGE GILMAN IN HIS ABSENCE)

BOARD'S CONSIDERATION

President Judge Gilman – Courts

MAKE MOTION PER AGENDA

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

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since January 18, 2024 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 Nick Sherman, Electra Janis, Larry Maggi, Controller April Sloane. Also present: Solicitor Gary Sweat; Chief of Staff Daryl Price; Chief Clerk Cynthia Griffin and Administrative Assistant Debbie Corson; Human Resources Assistant Director Andrea Johnston; Executive Assistant Patrick Geho.

Chairman Sherman called the meeting to order at approximately 10:42 a.m.

Mr. Sherman entertained a motion to approve Minute No. SB 1-2-24, dated January 2, 2024. Moved by Ms. Janis, seconded by Mr. Maggi, approving Minute No. SB 1-2-24, January 2, 2024, as written.

Roll call vote taken:

Ms. Sloane – Yes; Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Mr. Sherman entertained a motion to approve Minute No. SB 1-4-24, dated January 4, 2024. Moved by Ms. Janis, seconded by Mr. Maggi, approving Minute No. SB 1-4-24, January 4, 2024, as written.

Roll call vote taken:

Ms. Sloane – Yes; Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

PUBLIC COMMENT

None.

FOR THE BOARD'S CONSIDERATION

Mr. Sherman presented to the board, on behalf of the Commissioners, the creation of a position with an annual salary of \$82,000/year for one (1) full-time Director of Public Relations salaried position effective 1/18/24.

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

Roll call vote taken:

Ms. Sloane - Yes; Mr. Maggi - Yes; Ms. Janis - Yes; Mr. Sherman - Yes.

Motion carried unanimously.

LEAVES OF ABSENCES - January 4, 2024 to January 17, 2024

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

Courtney Hess, Correctional Officer 1, WCCF Security, 12/29/23 to 3/22/24

Chairman Sherman stated for the record, that all leaves of absence that occurred since January 4, 2024 until the present are to be noted 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.

There being no further business, Chairman Sherman declared the meeting recessed at approximately 10:43 a.m.

| | | , 2024 |
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| ATTEST: | | |
| | CONTROLLER | |



FOR THE BOARD'S CONSIDERATION - FEBRUARY 15, 2024

| DEPARTMENT DEPARTMENT Substitution Court Administrator Court Administrator Court Administrator Temporary Employee S15.00 S15.00 | | | 1 311 1112 B37 | | | | , |
|--|---------------|-----------------|--------------------|---------|---------------------|--------|--|
| DEPARTMENTEMPLOYEECURRENT POSITIONSALARYNEW POSITIONSALARYNOTESCourtExtend one (1) position, budgeted for 2024, not to exceed 1,000 hours (up to 19.5 hours/week), | | | | | | | |
| Court Extend one (1) position, budgeted for 2024, not to exceed 1,000 hours (up to 19.5 hours/week), | | | | CURRENT | | | |
| Court exceed 1,000 hours (up to 19.5 hours/week), | DEPARTMENT | EMPLOYEE | CURRENT POSITION | SALARY | NEW POSITION | SALARY | |
| Court exceed 1,000 hours (up to 19.5 hours/week), | | | | | | | Extend one (1) position, budgeted for 2024, not to |
| Administrator Temporary Employee \$15.00 effective retroactive to 1/1/24 through 3/1/24. | | | | | | | exceed 1,000 hours (up to 19.5 hours/week), |
| | Administrator | | Temporary Employee | \$15.00 | | | effective retroactive to 1/1/24 through 3/1/24. |
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FOR THE BOARD'S CONSIDERATION - FEBRUARY 15, 2024

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| DEDARTMENT | EMDLOVEE | CURRENT POSITION | CURRENT SALARY | NEW POSITION | REQUESTED | NOTES |
| DEPARTMENT | EMPLOYEE | CURRENT PUSITION | SALART | NEW POSITION | SALARY | NOTES |
| | | | | | | Increase in annual salary for one (1) full-time salaried |
| | | Mental Health Program | | | | position effective 2/15/24. The increase in annual |
| 51150 | | Specialist I (Planning & | *** | | * * * * * * * * * * * * * * * * * * * | salary for this position is being requested in |
| BHDS | | Development) | \$38,836.28/year | | \$40,001.37/year | accordance with the 2024 start rate for this position. |
| | | | | | | |
| | | | | | | Increase in annual salary for one (1) full-time salaried |
| | | | | | | position effective retroactive to 2/5/24. The position |
| | | Assistant Director Human | | | | was previously paid a stipend in the amount of |
| Human Resources | | Resources & Labor Relations | \$76,006.19/year | | \$80,000.00/year | \$1,250.00/month, in addition to the individual's annual salary, equivalent to \$91,006.19/year. |
| Resources | | Relations | \$70,000.19/year | | \$60,000.00/year | annuai saiary, equivalent to \$91,000.19/year. |
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