

(Board's Agenda)

SALARY BOARD MEETING

March 7, 2024
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 2-15-24 dated February 15, 2024.

Chairman asks for PUBLIC COMMENTS.

ELECTED OFFICIAL: (CHAIRMAN CALLS PUBLIC DEFENDER)

BOARD'S CONSIDERATION

Rose Semple – Public Defender

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 February 15, 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

FOR THE BOARD'S CONSIDERATION - MARCH 7, 2024

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Buildings & Grounds		Director of Buildings & Grounds	\$91,789.07/year		\$97,789.07/year	Increase in annual salary for one (1) full-time salaried position effective 3/7/24.
Children & Youth		Confidential Administrative Aide	\$38,762.93/year		\$41,762.93/year	Increase in annual salary for one (1) full-time salaried position effective 3/7/24.
Finance				Summer Employee	\$15.00/hour	Create one (1) position, not to exceed budgeted amount, equivalent to \$6,825.00, calculated based on 14 weeks, effective 5/1/24 to 8/30/24. The position is paid by Southwest Training Services, Inc. and no county funds are required.
Human Services		Human Services Director	\$123,510.09/year		\$115,000.00/year	Reduction in annual salary for one (1) full-time salaried position effective 3/7/24.
Human Services		Community Outreach Liaison	\$53,560.00/year		\$53,981.89/year	Increase in annual salary for one (1) full-time salaried position effective 3/7/24. The increase in annual salary for this position is being requested in accordance with the 2024 start rate for this position.
Countywide						Increase in annual salary for all salaried positions, including vacant positions, that are not currently paid in accordance with the 2024 start rate effective 3/7/24. The increase in annual salary for these positions are being requested in accordance with the 2024 start rate for the positions. 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.

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, Larry Maggi, Electra Janis, Controller April Sloane, Treasurer Tom Flickinger Also present: Solicitor Gary Sweat; Administrative Assistant Debbie Corson; Human Resources Assistant Director Andrea Johnston and Director of Public Relations Patrick Geho.

Chairman Sherman called the meeting to order at approximately 11:19 a.m.

Mr. Sherman entertained a motion to approve Minute No. SB 1-18-24, dated January 18, 2024. Moved by Ms. Janis, seconded by Mr. Maggi, approving Minute No. SB 1-18-24, dated January 18, 2024 as written.

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENT

None.

COURTS

Mr. Sherman entertained a motion, on behalf of Court Administration, extend one (1) position for a temporary employee, at an hourly salary of \$15.00, budgeted for 2024, not to exceed 1,000 hours (up to 19.5 hours/week), effective retroactive to 1/1/24 through 3/1/24.

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

Roll call vote taken:

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

Motion carried unanimously.

FOR THE BOARD'S CONSIDERATION

Mr. Sherman entertained a motion, on behalf of BHDS, the increase in annual salary from \$38,836.28/year to \$40,001.37/year for one (1) full-time salaried Mental Health Program Specialist I (Planning and Development) effective 2/15/24. The increase in annual salary for this position is being requested in accordance with the 2024 start rate for this position.

Roll call vote taken:

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

Roll call vote taken:

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

Motion carried unanimously.

Mr. Sherman entertained a motion, on behalf of Human Resources, the increase in annual salary from \$76,006.19/year to \$80,000/year for one (1) full-time salaried Assistant Director of Human Resources and Labor Relations effective retroactive to 2/5/24. The position was previously paid a stipend in the amount of \$1,250.00/month, in addition to the individual's annual salary, equivalent to \$91,006.19/year.

Roll call vote taken:

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

Roll call vote taken:

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

Motion carried unanimously.

LEAVES OF ABSENCES – January 18 to February 14, 2024

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

- Brown, Tenisha, Casework Supervisor, Children & Youth, 1/17/24 to 1/29/24
- Geruschat, Pamela, Caseworker III, Children & Youth, 1/18/24 to 4/11/24
- Lienard, Sherilyn, MDJ Secretary, Court Administrator, 1/2/24 to 2/2/24
- Lunger, Abigail, MR Program Specialist I, BHDS, 1/18/24 to 4/11/24
- Quattro, David, Maintenance Worker II, Building & Grounds, 1/22/24 to 4/15/24

Chairman Sherman stated for the record, that all leaves of absence that occurred since January 18, 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 11:22 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2024

ATTEST: _____
CONTROLLER

DRAFT