

(Board's Agenda)

SALARY BOARD MEETING

May 2, 2024
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 4-4-24 dated April 4, 2024.

Chairman asks for PUBLIC COMMENTS.

ELECTED OFFICIALS: (COMMISSIONER CALLS EACH SEPARATELY)

BOARD'S CONSIDERATION

President Judge Gilman – Courts

MAKE MOTION PER AGENDA

Ray Phillips – Clerk of Courts

MAKE MOTION PER AGENDA

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

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since April 4, 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, Larry Maggi, Electra Janis, Controller April Sloane; and Clerk of Courts Ray Phillips. Also present were: Solicitor Gary Sweat; Human Resources Assistant Director Andrea Johnston; Chief Clerk Cynthia Griffin and Administrative Assistant Debbie Corson; WJPA Reporter Joe Jasek; and Brad Hampton, Marquette & Associates.

Chairman Sherman called the meeting to order at approximately 10:45 a.m.

Chairman Sherman entertained a motion to approve Minute No. SB 3-21-24 dated March 21, 2024 as written.

Moved by Ms. Janis, seconded by Mr. Maggi.

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENT

None.

COURTS

Assistant HR Director Andrea Johnston, on behalf of Court Administration, presented to the board the Juvenile Hearing Officer; increase in annual salary from \$84,861.30/year to \$87,407.14/year for one (1) full-time salaried position effective 4/4/24.

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

Roll call vote taken:

Ms. Sloane – Recused herself from the vote; Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried.

FOR THE BOARD'S CONSIDERATION

Clerk of Courts Ray Phillips, on behalf of Clerk of Courts, presented to the board Summer Employee; Create two (2) positions, \$15.00/hour, not to exceed budgeted amount, equivalent to \$6,825.00, calculated based on 14 weeks, effective 6/1/24 to 8/30/24. The positions may be paid for by Southwest Training Services Inc., per approval, and no county funds would be required.

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

Roll call vote taken:

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

Motion carried unanimously.

Mr. Sherman entertained a motion, on behalf of Purchasing, presented to the board Summer Employee; Create one (1) position, \$15.00/hour, not to exceed budgeted amount, equivalent to \$6,825.00, calculated based on 14 weeks, effective 6/1/24 to 8/30/24. The position may be paid for by Southwest Training Services Inc., per approval, and no county funds would be required.

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 – March 21, 2024 to April 3, 2024

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

Butka, Randy, Asst Chief- JPO, Juvenile Probation, 3/21/24 to 5/17/24

Geruschat, Pamela, Caseworker III, Children and Youth, 3/11/24 to 3/22/24

Kass, Melinda, Clerk Typist II, Children and Youth, 4/1/24 to 6/24/24

Popeck, D. Christopher, Captain of Records, WCCF- Administration, 4/2/24 to 6/25/24

Chairman Sherman stated for the record, that all leaves of absence that occurred since March 21, 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 10:47 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2024

ATTEST: _____

CONTROLLER

DRAFT