(Board's Agenda)

SALARY BOARD MEETING

July 18, 2024 Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER -

To approve Minute No. SB 6-20-24 dated June 20, 2024.

Chairman asks for PUBLIC COMMENTS.

ELECTED OFFICIAL: (COMMISSIONER CALLS PRESIDENT JUDGE GILMAN)

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 June 20, 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.

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DEPARTMENT	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Adult Probation	Assistant Chief - APO				Abolish two (2) full-time salaried positions effective 7/28/24.
Adult Probation	Bookkeeper II				Abolish one (1) full-time union position effective 7/28/24.
Adult Probation	Clerk Typist II				Abolish five (5) full-time union positions effective 7/28/24.
Adult Probation	Clerk Typist II				Abolish one (1) vacant full-time union position effective 7/28/24.
Adult Probation	Collections Coordinator				Abolish one (1) full-time salaried position effective 7/28/24.
Adult Probation	CTS Collections Officer				Abolish two (2) full-time salaried positions effective 7/28/24.
Adult Probation	Diagnostic Assessor				Abolish two (2) full-time salaried positions effective 7/28/24.
Adult Probation	Lab Manager				Abolish one (1) full-time salaried position effective 7/28/24.
Adult Probation	Office Manager				Abolish one (1) full-time salaried position effective 7/28/24.
Adult Probation	Probation Monitor				Abolish four (4) full-time salaried positions effective 7/28/24.
Adult Probation	Probation Monitor				Abolish five (5) part-time salaried positions effective 7/28/24.
Adult Probation	Probation Officer I				Abolish eight (8) full-time union positions effective 7/28/24.
Adult Probation	Probation Officer I				Abolish one (1) vacant full-time union position effective 7/28/24.
Adult Probation	Probation Officer II				Abolish thirteen (13) full-time union positions effective 7/28/24.

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DEPARTMENT	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Juvenile Probation	Assistant Chief - JPO		Nam : Gamen		Abolish one (1) full-time salaried position effective 7/28/24.
Juvenile Probation	Clerk Typist II				Abolish four (4) full-time union positions effective 7/28/24.
Juvenile Probation	Community Based Manager				Abolish one (1) full-time salaried position effective 7/28/24.
Juvenile Probation	Financial Coordinator				Abolish one (1) full-time salaried position effective 7/28/24.
Juvenile Probation	Juvenile Probation Monitor				Abolish twelve (12) full-time salaried positions effective 7/28/24.
Juvenile Probation	Lead Juvenile Probation Monitor				Abolish two (2) full-time salaried positions effective 7/28/24.
Juvenile Probation	Leader Program Coordinator				Abolish one (1) full-time salaried position effective 7/28/24.
Juvenile Probation	Office Manager				Abolish one (1) full-time salaried position effective 7/28/24.
Juvenile Probation	PO Supervisor				Abolish two (2) full-time salaried positions effective 7/28/24.
Juvenile Probation	Probation Officer I				Abolish five (5) full-time union positions effective 7/28/24.
Juvenile Probation	Probation Officer I				Abolish one (1) vacant full-time union position effective 7/28/24.
Juvenile Probation	Probation Officer II				Abolish nine (9) full-time union positions effective 7/28/24.
Juvenile Probation	Booking Center Monitor				Abolish three (3) full-time salaried positions effective 7/28/24.
Juvenile Probation	Booking Center Monitor				Abolish two (2) part-time salaried positions effective 7/28/24.

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DEPARTMENT	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
					Create two (2) full-time salaried positions
Probation Services			Assistant Chief - APO		effective 7/28/24.
1					Create one (1) full-time union position
Probation Services			Bookkeeper II		effective 7/28/24.
			Q 		Create ten (10) full-time union positions
Probation Services			Clerk Typist II		effective 7/28/24.
					Create one (1) full-time salaried position
Probation Services			Collections Coordinator		effective 7/28/24.
			OTO O # # # O#		Create two (2) full-time salaried positions
Probation Services			CTS Collections Officer		effective 7/28/24.
Duck office Commission			Diamantia Annana		Create two (2) full-time salaried positions
Probation Services			Diagnostic Assessor		effective 7/28/24.
Drahatian Caminas			Lab Managay		Create one (1) full-time salaried position
Probation Services			Lab Manager	_	effective 7/28/24.
Drahatian Caminas			Office Manager		Create two (2) full-time salaried positions
Probation Services			Office Manager		effective 7/28/24.
Probation Services			Probation Monitor		Create four (4) full-time salaried
Probation Services			Probation Monitor		positions effective 7/28/24. Create five (5) part-time salaried
Probation Services			Probation Monitor		positions effective 7/28/24.
Probation Services			Probation Monitor		·
					Create fifteen (15) full-time union
Probation Services			Probation Officer I		positions effective 7/28/24.
1					Create twenty-two (22) full-time union
Probation Services			Probation Officer II		positions effective 7/28/24.
					Create one (1) full-time salaried position
Probation Services			Assistant Chief - JPO		effective 7/28/24.
Drahatian Caminas			Community Doord Manager		Create one (1) full-time salaried position
Probation Services			Community Based Manager		effective 7/28/24.
Probation Services			Financial Coordinator		Create one (1) full-time salaried position effective 7/28/24.
Probation Services			Financial Cooldinator		Create twelve (12) full-time salaried
Probation Services			Juvenile Probation Monitor		positions effective 7/28/24.
Flobation Services			Juverille Flobation Monitor		Create two (2) full-time salaried positions
Probation Services			Lead Juvenile Probation Monitor		effective 7/28/24.
1 Tobation Services			Lead Suverille i Tobation Monitor	+	Create one (1) full-time salaried position
Probation Services			Leader Program Coordinator		effective 7/28/24.
1 10Dation Services			Leader i rogiani Coordinator		Create two (2) full-time salaried positions
Probation Services			PO Supervisor		effective 7/28/24.
. Toballott Got viocs			. O Capolvisoi		Create three (3) full-time salaried
Probation Services			Booking Center Monitor		positions effective 7/28/24.
. 10000.01100111000			Docking Conton Monitor		Create two (2) part-time salaried
Probation Services			Booking Center Monitor		positions effective 7/28/24.
. 10000.017 00171000		1	Doorang Conton Monitor	ļ	POSITIONS STOCKED 1/20/2 1.

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DEPARTMENT	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
DEI ARTIMERT	CONNENT TOOMON	OORRENT OALANT	NEW 1 COMICN	REGOEDTED OALART	Abolish one (1) vacant full-time salaried
Juvenile Probation	Chief Juvenile Probation Officer	\$100,097.43/year			position effective 7/28/24.
Caverino i Toballori	Chief davermen research chiech	φ100,007.10/you			position encouve 7/20/21.
					Abolish one (1) full-time salaried position
Adult Probation	Chief Adult Probation Officer	\$100,097.40/year			effective 7/28/24.
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					Create one (1) full-time salaried position
Probation Services			Director of Probation Services	\$112,500.00/year	effective 7/28/24.
					Abolish one (1) full-time salaried position
Juvenile Probation	PO Supervisor	\$92,858.43/year			effective 7/28/24.
					Create one (1) full-time salaried position
Probation Services			Deputy Chief Probation Officer	\$96,660.00/year	effective 7/28/24.
	Assistant Chief - APO (2)				Title change for three (3) full-time
Probation Services	Assistant Chief - JPO (1)		Deputy Chief Probation Officer		salaried positions effective 7/28/24.
Probation Services	Deputy Chief Probation Officer	\$94,660.80/year		\$96,660.00/year	Increase annual salary for three (3) full-time salaried positions effective 7/28/24.
Probation Services	Deputy Chief Flobation Officer	ф94,000.00/year		\$90,000.00/year	time salaned positions effective 7/26/24.
					Increase annual salary for one (1) full-
Probation Services	Office Manager	\$48,377.65/year		\$54,500.00/year	time salaried position effective 7/28/24.
					Abolish one (1) full-time salaried position
Juvenile Probation	Office Manager	\$48,377.65/year			effective 7/28/24.
					Create one (1) full-time salaried position
Probation Services			Case Flow Manager	\$54,500.00/year	effective 7/28/24.
					Increase annual colony for one (4) full
Probation Services	Collections Coordinator	\$46,032.12/year		\$49,032.00/year	Increase annual salary for one (1) full-time salaried position effective 7/28/24.
1 100ation octvices	Concensions Coordinator	ψ 10,002.12/year		ψ+0,002.00/y0αΙ	Title change for one (1) full-time salaried
Probation Services	Financial Coordinator		Fiscal Officer		position effective 7/28/24.
. Tobalion outvices	i manda oodamato		i ioodi Oillooi	1	POSITION 011000170 1720/24.

TOK THE BOARD'S CONSIDERATION - 30E1 16, 2024					
DEPARTMENT	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Jail Administration	Lieutenant			\$348.30	Approve paying a salary supplement for each additional shift worked as a Shift Commander when the employee works over forty (40) hours in a week effective 7/18/24. Additional partial shifts will receive a prorated share of \$348.30. Each year the County computes an amount to compensate the exempt Lieutenant working additional shifts.
Emergency Telephone - 911	Deputy Director	\$74,262.99/year		\$80,000.00/year	Increase in annual salary for one (1) vacant full-time salaried position effective 7/18/24.
Parks	CDL Motor Equipment Operator	Pay Grade 4 - 90% - \$20.750			Abolish one (1) vacant full-time union position effective 7/18/24.
Parks			Motor Equipment Operator	Pay Grade 3 - 90% - \$20.534	Create one (1) full-time union position effective 7/18/24.

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 District Attorney Jason Walsh. Also present were: Solicitor Gary Sweat; Human Resources Assistant Director Andrea Johnston; Chief Clerk Cynthia Griffin and Administrative Assistant Debbie Corson.

Chairman Sherman called the meeting to order at approximately 10:29am.

Chairman Sherman entertained a motion to approve Minute No. SB 5-16-24 dated May 16, 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.

FOR THE BOARD'S CONSIDERATION

District Attorney Jason Walsh made a motion, on behalf of the District Attorney's office, presented to the board Criminal Investigator; Create one (1) full-time salaried position, \$47,000.00/year, effective 6/20/24.

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

Mr. Sherman entertained a motion, on behalf of the Sheriff's office, presented to the board Deputy Sheriff ll; Abolish one (1) vacant full-time union position, \$25.83/hour, effective 6/20/24.

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.

Mr. Sherman entertained a motion, on behalf of the Sheriff's office, presented to the board Deputy Sheriff l; Create one (1) full-time union position, \$25.08/hour, effective 6/20/24.

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.

Mr. Sherman entertained a motion, on behalf of Elections, presented to the board Elections Office Manager; Increase in annual salary for one (1) full-time salaried position due to FLSA requirements, from \$43,709.07/year to \$43,888.00/year, effective 7/1/24.

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.

Mr. Sherman entertained a motion, on behalf of Human Services/BHDS, presented to the board Deputy Director of Human Services Human Services Care/BHDS, Director in BHDS Deputy Administrator in BHDS, MH Program Director I (Crisis/Emergency/Disaster) in BHDS, MH Program Director I (Quality/Planning/Development) in BHDS; Approve on-call compensation be awarded to five (5) full-time salaried positions for covering on-call shifts during evenings, weekends and holidays. The individual who is assigned on-call duty shall be compensated for all time spent on such duty, \$95.00/day, effective 7/1/24. This is due to the current Mental Health Procedures Act effective 7/1/24 and, as a result, the outside vendor is no longer permitted to perform the work.

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.

Mr. Sherman entertained a motion, on behalf of CYS, presented to the board CYS Administrator III; Create one (1) temporary full-time salaried position of Interim CYS Administrator III, \$82,750.20/year plus \$1,500.00 monthly stipend, effective 7/1/24, including a monthly stipend in addition to the individual's current annual salary for the additional responsibilities. The stipend will be removed upon the hire of the position of CYS Administrator III and abolishment of the position on that date.

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 - May 16, 2024 to June 19, 2024

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

Grooms, Savannah, Land Use Planner, Planning, 6/7/24 to 6/22/24 Ighnat, Karlie, Correctional Officer l, WCCF- Security, 5/22/24 to 7/31/24 Saylor, Bernadette, Program Manager, Children & Youth, 6/13/24 to 7/10/24 Chrzastek Squires, Betsy, Fiscal Operations Officer l, Children & Youth, 6/14/24 to 6/14/25

Chairman Sherman stated for the record, that all leaves of absence that occurred since May 16, 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 10:33 a.m.

		, 2024
ATTEST:	CONTROLLER	

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL: