

(Board's Agenda)

SALARY BOARD/ORGANIZATION MEETING

January 9, 2023
10:00 AM

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –

To approve Minute No. SB 12-15-22 dated December 15, 2022.

Chairman asks for PUBLIC COMMENTS.

MOTION BY SALARY BOARD MEMBER –

To approve the 2023 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 Pennsylvania Social Services Union Local 668, SEIU, the Deputy Sheriffs Association of Washington County Local 900, IUPA, AFL – CIO (DPSA) and the American Federation of State, County and Municipal Employees, District Council 84 (AFSCME – Probation Officers). These wage rates are effective 1/1/23.

MOTION BY SALARY BOARD MEMBER FOR EXPIRED CONTRACTS –

The salaries of the Service Employees International Union (SEIU) Court Appointed/Court Related 668 and the Teamsters 249 (District Attorneys and Public Defenders) will remain the same as in 2022 since a contract agreement has not been reached. The salaries of the National Correctional Employees Union (NCEU) will remain the same as in 2021 since a contract agreement has not been reached.

ELECTED OFFICIALS: (CHAIRMAN CALLS EACH SEPARATELY)

	<u>2023 RATES</u>	<u>BOARD'S CONSIDERATION</u>
President Judge DiSalle – Courts	(2023 RATES)	MAKE MOTION PER AGENDA)
Jason Walsh – District Attorney	(2023 RATES)	
Tony Andronas – Sheriff	(2023 RATES)	
Laura Hough – Prothonotary	(2023 RATES)	
James Roman – Register of Wills	(2023 RATES)	
Tom Flickinger – Treasurer	(2023 RATES)	
Timothy Warco – Coroner	(2023 RATES)	MAKE MOTION PER AGENDA)
Brenda Davis – Clerk of Courts	(2023 RATES)	
Carrie Perrell – Recorder of Deeds	(2023 RATES)	
April Sloane – Controller	(2023 RATES)	
Glenn Alterio – Public Defender	(2023 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 2023 salary schedule book.

MOTION – (made by Salary Board Member) The salaried employees’ 2022 rates will reflect a 3% across the board increase effective retroactive to January 1, 2023. This is in accordance with the budget allotment assigned to each department. Salaried employees hired during 2022 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 15, 2022 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 2023 salary schedule book may be corrected administratively by Human Resources.

ANNOUNCEMENT – An executive session was held today of the Salary Board at 9 a.m. to discuss personnel.

RECESS

The Washington County Salary Board met in session in the Public Meeting Room of the Courthouse Square Office Building, Washington, Pennsylvania, for the purpose of reconvening with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, Nick Sherman, absent Controller April Sloane. Also present: Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Deputy Sheriff Wesley Hartman; Executive Secretary Marie Trossman and Randi Marodi; Chief Clerk Cynthia Griffin; Administrative Assistant Joyce Thornburg; Observer-Reporter representative Joe Jasek and concerned citizens Frank Byrd, and Christina Proctor.

Chairman Vaughan called the meeting to order at approximately 2:43 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 11-30-22 dated November 30, 2022, 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

CHILDREN & YOUTH SERVICES

Children & Youth Services, Program Manager, \$65,000.00/year; create one (1) full-time salaried position effective 12/15/22.

Children & Youth Services, Program Specialist, \$74,378.15/year; abolish one (1) full-time salaried position effective when the position is vacated, no later than 1/4/23.

Children & Youth Services, Attorney, \$80,861.79/year reduced to \$76,220.00/year; reduction in annual salary for one (1) vacant full-time salaried position effective 12/15/22.

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.

LEAVES OF ABSENCES – November 30, 2022 to December 14, 2022

Mrs. Vaughan noted for the record the following leaves of absence:

Kelsey Pagac, Caseworker II, 12/01/22 to 02/23/23

Denise Ratcliff-Kennedy, Caseworker II, 11/21/22 to 01/02/23

Joyce Thornburg, Administrative Asst., 12/02/22 to 12/02/23

Mark Wise, Clerk Typist II, 12/12/22 to 12/16/22

Chairman Irey Vaughan stated for the record it is the consensus of the Salary Board that any procedural errors in the 2022 salary schedule book may be corrected administratively by Human Resources.

There being no further business, Chairman Irey Vaughan declared the meeting adjourned at approximately 2:44 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____
CHIEF CLERK

DRAFT

FOR THE BOARD'S CONSIDERATION - JANUARY 9, 2023

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Buildings & Grounds				Custodial Worker	Pay Grade 1 - 90% - \$19.636/hour	Create one (1) full-time union position effective 1/1/23.
Buildings & Grounds				HVAC Technician	90% - \$25.466/hour	Create one (1) full-time union position effective 1/1/23.
Tax Revenue		Office Operations Assistant	\$45,667.05/year	Office Operations Supervisor	\$46,971.82/year	Title change and increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/23. The requested salary does not include any increase that may be approved by the Salary Board for 2023 for non-union employees.
Tax Revenue		Office Operations Supervisor	\$45,667.05/year		\$46,971.82/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/23. The requested salary does not include any increase that may be approved by the Salary Board for 2023 for non-union employees.
Jail Administration		Deputy Warden - Security	\$70,555.60/year		\$80,555.60/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/23. The requested salary does not include any increase that may be approved by the Salary Board for 2023 for non-union employees.
Jail Administration		Major - Security	\$67,195.80/year		\$72,195.80/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/23. The requested salary does not include any increase that may be approved by the Salary Board for 2023 for non-union employees.
Jail Administration		Deputy Warden - Operations	\$70,401.73/year			Abolish one (1) vacant full-time salaried position effective 1/9/23.

FOR THE BOARD'S CONSIDERATION - JANUARY 9, 2023

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 5/1/23 through 9/1/23.
Controller				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Coroner				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Human Resources				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Information Technology				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Planning				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Buildings & Grounds				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Flood Control				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Motor Pool				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Parks				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Community Services/FITS				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
District Attorney				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Prothonotary				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Sheriff				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Court Administrator				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Drug Task Force				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Register of Wills				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Jail Administration				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Aging				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Children & Youth				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.
Liquid Fuels				Summer Employee	\$15.00/hour	Create position(s), not to exceed budget amount, effective 5/1/23 through 9/1/23.