

(Board's Agenda)

SALARY BOARD MEETING

October 21, 2021
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 10-7-21 dated October 7, 2021.

Chairman asks for PUBLIC COMMENTS.

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

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since October 7, 2021 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 2021 salary schedule book may be corrected administratively by Human Resources.

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 and Controller Mike Namie. Also being present: Solicitor Jana Grimm; Chief of Staff John Haynes; Human Resources representative Shelli Arnold; Finance Director Josh Hatfield; Executive Secretaries Marie Trossman and Randi Marodi; Chief Clerk Cindy Griffin and Administrative Assistant Joyce Thornburg; and Melinda Smith.

Mrs. Vaughan called the meeting to order at approximately 2:42 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 9-16-21 dated September 16, 2021, as written.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Mr. Namie – Yes.

Motion carried unanimously.

PUBLIC COMMENT

None.

FOR THE BOARD'S CONSIDERATION

COURTS

Judge DiSalle presented to the board, Juvenile Probation, Clerk Typist II, Pay Grade 4-90% - \$19,123; create two full time union positions effective 10/7/21.

Judge DiSalle presented to the board, Booking Center, Booking Center Monitor, \$12.36/hour increase to \$16.95/hour; increase in hourly salary for one part time salaried position and two vacant part time salaried positions effective 10/7/21.

Judge DiSalle presented to the board on, Adult Probation, Probation Monitor, \$36,108.10/year; create one full-time salaried position effective 10/7/21.

Moved by Judge DiSalle, seconded by Mr. Sherman approving the foregoing personnel request.

Roll call vote taken:

Judge DiSalle – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Mr. Namie – Yes.

Motion carried unanimously.

INFORMATION TECHNOLOGY

Information Technology, Assistant Director of IT to Deputy Director of IT, \$64,747.36/year to \$75,000.00/year; title change and increase in annual salary for one vacant full time salaried position effective 10/7/21.

Information Technology, Criminal Justice IT Support Specialist to Network & Systems Administrator, title change for one full time salaried position effective 10/7/21.

Information Technology, Network & Systems Support Specialist – PSAP Center to Network & Systems Administrator, title change for one full time salaried position effective 10/7/21.

Information Technology, Court IT Support to Network & Systems Administrator, title change for one full time salaried position effective 10/7/21.

Information Technology, Application Trustee & Courts IT Manager to Network & Systems Administrator, title change for one full time salaried position effective 10/7/21.

Information Technology, Project & Database Coordinator to Database & Application Manager, \$60,000.00/year to \$65,000.00/year; title change and increase in annual salary for one full time salaried position effective 10/7/21.

Information Technology, Network Support Administrator to Database & Application Coordinator, \$49,440.01/year to \$58,000.00/year; title change and increase in annual salary for one full time salaried position effective 10/7/21.

Information Technology, Network Support Administrator to Database and Application Administrator, title change for one full time salaried position effective 10/7/21.

Information Technology, Network & Systems Support Specialist to Office Manager, \$59,483.11/year to \$62,000.00/year; title change and increase in annual salary for one full time salaried position effective 10/7/21.

Information Technology, Network & Systems Manager, \$62,910.30/year increased to \$65,000.00/year; increase in annual salary for one full time salaried position effective 10/7/21.

Information Technology, Network & Systems Administrator, \$69,672.36/year; abolish one full time salaried position effective 10/7/21.

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; Mr. Namie – Yes.

Motion carried unanimously.

BUILDING & GROUNDS

Building & Grounds, Maintenance Coordinator, \$56,485.68/year; create one temporary full time salaried position effective 10/7/21. The position will be abolished effective 1/4/22.

EMERGENCY SERVICES

Emergency Services, Secretary to Administrative Assistant, \$48,784.40/year to \$35,000.00/year; title change and reduction in annual salary for one vacant full time salaried position effective 10/7/21.

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; Mr. Namie – Yes.

Motion carried unanimously.

LEAVES OF ABSENCES – September 16, 2021 to October 6, 2021

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

Linda Bamford, Clerk Typist II, FMLA, 09/27/21 to 10/25/21

Jennifer Connelly, FITS Foreman, Intermittent, 10/06/21 to 10/06/22

Paige Eisengart, Caseworker II, FMLA, 09/30/21 to 12/23/21

Angela Haberthier, VR/Elections Technician, FMLA, 09/22/21 to 10/29/21

Jennifer Johnson, Housing/Homeless Service Coordinator, FMLA, 09/20/21 to 10/04/21

Howard Quigley, TCO, Intermittent, 09/24/21 to 09/24/22

Mrs. Vaughan stated for the record, items noted during 2021 were incorporated into the Salary Book. It is the consensus of the Salary Board that any procedural errors in the 2021 salary schedule book may be corrected administratively by Human Resources.

There being no further business, Mrs. Vaughan declared the meeting recessed at approximately 2:45 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2021

ATTEST: _____

CHIEF CLERK

