

(Board's Agenda)

**SALARY BOARD MEETING**

October 7, 2021  
Immediately Following Public Meeting

Chairman calls meeting to order.

**MOTION BY SALARY BOARD MEMBER –**  
To approve Minute No. SB 9-16-21 dated September 16, 2021.

Chairman asks for PUBLIC COMMENTS.

**ELECTED OFFICIAL: (COMMISSIONER TO MAKE MOTION ON BEHALF OF PRESIDENT  
JUDGE DISALLE IN HIS ABSENCE)**

**BOARD'S CONSIDERATION**

President Judge DiSalle – 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 September 16,  
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 Carrie Taylor; Finance Director Josh Hatfield; Treasurer Tom Flickinger; Voter Registration/Elections Director Melanie Ostrander; Clerk of Courts Brenda Davis; Prothonotary Laura Hough and employee Tina Whited; Marquette Associates representative Lee Martin; Korn Ferry representative David Reichert; Executive Secretary Marie Trossman; Chief Clerk Cindy Griffin and Administrative Assistant Joyce Thornburg; and Melinda Smith.

Mrs. Vaughan called the meeting to order at approximately 3:45 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 8-19-21 dated August 19, 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

##### COMMUNITY SERVICES/FITS

Mrs. Vaughan presented to the board on behalf of President Judge DiSalle

Community Services/FITS, FITS Foreman, \$16.4032/hour to \$14.50/hour; reduction in hourly salary for one (1) vacant part-time salaried position effective 9/16/21.

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.

##### DISTRICT ATTORNEY-VICTIMS' SERVICES

Mrs. Vaughan presented to the board on behalf of District Attorney Jason Walsh, District Attorney-Victims' Services, Victim Advocate, \$39,025.87/year reduced to \$35,715.76/year; reduction in annual salary for one (1) vacant full-time salaried position effective retroactive to 9/9/21.

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.

##### CONTROLLER

Mrs. Vaughan presented to the board on behalf of Controller Mike Namie, Controller, Temporary Part-time Position, \$175.00/day; abolish one (1) position effective 9/20/21.

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 – August 19, 2021 to September 15, 2021

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

Sandra Adkins, MH Program Specialist I, Intermittent, 09/10/21 to 09/10/22

Barbara Daubner, Casework Manager, FMLA, 08/25/21 to 10/06/21

Robin Hamilton, Cashier II, Intermittent, 08/25/21 to 08/25/22

Kristy King, Caseworker III, FMLA, 08/18/21 to 09/17/21

Michelle Lober, Caseworker II, FMLA, 08/13/21 to 08/18/21  
Billie Mance, Clerk Typist II, FMLA, 08/27/21 to 09/24/21  
Jennifer Schilken, Caseworker III, FMLA, 09/03/21 to 09/17/21

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 3:47 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_, 2021

ATTEST: \_\_\_\_\_  
CHIEF CLERK



**FOR THE BOARD'S CONSIDERATION - OCTOBER 7, 2021**

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Information Technology		Assistant Director of IT	\$64,747.36/year	Deputy Director of IT	\$75,000.00/year	Title change and increase in annual salary for one (1) vacant full-time salaried position effective 10/7/21.
Information Technology		Criminal Justice IT Support Specialist		Network & Systems Administrator		Title change for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network & Systems Support Specialist - PSAP Center		Network & Systems Administrator		Title change for one (1) full-time salaried position effective 10/7/21.
Information Technology		Court IT Support		Network & Systems Administrator		Title change for one (1) full-time salaried position effective 10/7/21.
Information Technology		Application Trustee & Courts IT Manager		Network & Systems Administrator		Title change for one (1) full-time salaried position effective 10/7/21.
Information Technology		Project & Database Coordinator	\$60,000.00/year	Database & Application Manager	\$65,000.00/year	Title change and increase in annual salary for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network Support Administrator	\$49,440.01/year	Database & Application Coordinator	\$58,000.00/year	Title change and increase in annual salary for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network Support Administrator		Database & Application Administrator		Title change for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network & Systems Support Specialist	\$59,483.11/year	Office Manager	\$62,000.00/year	Title change and increase in annual salary for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network & Systems Manager	\$62,910.30/year		\$65,000.00/year	Increase in annual salary for one (1) full-time salaried position effective 10/7/21.
Information Technology		Network & Systems Administrator	\$69,672.36/year			Abolish one (1) full-time salaried position effective 10/7/21.

