

(Board's Agenda)

SALARY BOARD MEETING

November 18, 2021
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 11-4-21 dated November 4, 2021.

Chairman asks for PUBLIC COMMENTS.

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

CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since November 4, 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 Director Shelli Arnold; Finance Director Josh Hatfield; President Judge John DiSalle; Clerk of Courts Brenda Davis; Register of Wills James Roman; Prothonotary Laura Hough; Executive Secretaries Marie Trossman and Randi Marodi; Chief Clerk Cindy Griffin; Secretary Paula Jansante; Observer Reporter representative Mike Jones and WJPA representative Joe Jasek.

Mrs. Vaughan called the meeting to order at approximately 2:47 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 10-21-21 dated October 21, 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

President Judge DiSalle presented to the board, Adult Probation, Probation Officer II, Step A \$25.74; create one (1) full-time union position effective 11/4/21.

President Judge DiSalle presented to the board, Adult Probation, Diagnostic Assessor, \$42,000.00/year; create two (2) full-time salaried positions effective 11/4/21.

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

Roll call vote taken:

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

Mr. Namie – Yes.

Motion carried unanimously.

CLERK OF COURTS

Mr. Maggi presented to the board, on behalf of Brenda Davis, Clerk of Courts, Clerk Typist II, Pay Grade 4-90% - \$19.123; abolish two (2) full-time union positions effective no later than 11/30/21.

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

Roll call vote taken:

Ms. Davis – No; Mr. Sherman – No; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Mr. Namie – Yes.

Motion carried.

CONTROLLER

Commissioner Sherman made a motion to table the following positions to allow time for further review.

Controller, Payroll Supervisor, \$59,775.69/year; abolish one (1) full-time salaried position effective 11/4/21.

Controller, Payroll Administrator, \$44,392.71/year; abolish one (1) full-time salaried position effective 11/4/21.

FINANCE

Finance, Payroll Supervisor, \$59,775.69/year; create one (1) full-time salaried position effective 11/4/21.

Finance, Payroll Administrator, \$44,392.71/year; create one (1) full-time salaried position effective 11/4/21.

Moved by Mr. Sherman, seconded by Mr. Namie to table the positions for further review.

Roll call vote taken:

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

Motion carried unanimously.

HUMAN SERVICES

Human Services, Human Services Coordinator, \$43,000.00/year; create six (6) full-time salaried positions effective 11/4/21.

Human Services, Community Outreach Liaison, \$52,000.00/year; create one (1) full-time salaried position effective 11/4/21.

Human Services, Human Services Centralized Intake Director, \$60,000.00/year; create one (1) full-time salaried position effective 11/4/21.

Human Services, Human Services Clinical Director, \$60,000.00/year; create one (1) full-time salaried position effective 11/4/21.

Human Services, Human Services Clinician, \$52,000.00/year; create three (3) full-time salaried positions effective 11/4/21.

Human Services, Human Services Care Manager, \$44,000.00/year; create five (5) full-time salaried positions effective 11/4/21.

Human Services, Deputy Director, \$72,099.96/year; create one (1) full-time salaried position effective 11/4/21.

Human Services, Fiscal Manager, \$60,099.96/year; abolish one (1) full-time salaried position effective 11/4/21.

Human Services, Fiscal Technician, \$38,192.39/year; create one (1) full-time salaried position effective 11/4/21.

Human Services, Office Assistant, \$32,000.00/year; create one (1) full-time salaried position effective 11/4/21.

BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES

BHDS, BHDS Administrator to Human Services Care/BHDS Director, \$81,000.00/year to \$84,000.00/year; title change and increase in annual salary for one (1) full-time salaried position effective 11/4/21.

BHDS, Fiscal Technician, \$38,192.39/year; abolish one (1) full-time salaried position effective 11/4/21.

BHDS, Human Services Care Manager, \$44,000/year; abolish two (2) full-time salaried positions effective 11/4/21.

BUILDING & GROUNDS

Building & Grounds, Maintenance Coordinator to Maintenance Supervisor, \$56,485.68/year to \$50,000.00/year; title change and reduction in annual salary for one (1) vacant full-time salaried position effective 11/4/21.

Moved by Mr. Sherman, seconded by Mr. Namie 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 – October 21, 2021 to November 3, 2021

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

Melaniesha Abernathy, Attorney, FMLA, 10/27/21 to 01/19/22

Dorothy Curry, Legal Secretary, FMLA, 10/19/21 to 11/04/21

Danielle Tustin, TCO, FMLA, 10/28/21 to 12/09/21

Tracey Welch, Real Estate Data Collector, FMLA, 10/21/21 to 12/16/21

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 3:03 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2021

ATTEST: _____

CHIEF CLERK

