

(Board's Agenda)

SALARY BOARD MEETING

January 19, 2023
Immediately Following Public Meeting

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –
To approve Minute No. SB 1-9-23 dated January 9, 2023.

Chairman asks for PUBLIC COMMENTS.

**ELECTED OFFICIALS: (COMMISSIONER TO CALL PRESIDENT JUDGE DISALLE AND
CONTROLLER APRIL SLOANE)**

BOARD'S CONSIDERATION

President Judge DiSalle – Courts

MAKE MOTION PER AGENDA

April Sloane – Controller

MAKE MOTION PER AGENDA

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

**CHAIRMAN – NOTES FOR THE RECORD – All leaves of absence that occurred since January 9, 2023
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.**

RECESS

The Washington County Salary Board met in session in Public Meeting Room G-16 of the Crossroads Center, 95 West Beau Street, Washington, Pennsylvania, for the purpose of reconvening with the following members being present: Commissioners Diana Irey Vaughan participated via telephone, Larry Maggi, Nick Sherman, and Controller April Sloane. Also present: Chief of Staff Mike Namie; Solicitor Jana Grimm; Executive Secretaries Marie Trossman, Randi Marodi, and Patrick Geho; Chief Clerk Cynthia Griffin; Administrative Assistant Joyce Thornburg; Human Resources Director Shelli Arnold; President Judge John DiSalle; Sheriff Anthony Andronas and Chief Deputy Sheriff Anthony Mosco; Prothonotary Deputy Tina Whited; Treasurer Tom Flickinger; Clerk of Courts Brenda Davis; Recorder of Deeds Carrie Perrell; Public Defender Glenn Alterio and employee Katie Bacher; Coroner Tim Warco and Chief Deputy Coroner Matthew Yancosek; Finance Director Josh Hatfield and Building and Grounds Director Justin Welsh.

Vice Chair Maggi called the meeting to order at approximately 10:00 a.m.

Moved by Mr. Sherman, seconded by Mrs. Vaughan, approving Minute No. SB 12-15-22 dated December 15, 2022, as written.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

PUBLIC COMMENT

None.

MOTION FOR 2023 WAGES

Moved by Mr. Sherman, seconded by Mrs. Vaughan, 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 Sheriff's 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 January 1, 2023.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Moved by Mr. Sherman, seconded by Mrs. Vaughan, to approve 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.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

COURTS

Moved by President Judge DiSalle, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the court-related offices and to approve the requests listed on page one of the For the Board's Consideration chart for the courts.

Court Administrator, Jury Management Clerk, \$40,926.55/year increased to \$42,972.88/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.

Adult Probation, Probation Monitor, \$19.0775/hour; abolish one (1) part-time salaried position effective 1/9/23.

Adult Probation, Probation Monitor, \$37,191.34/year; create one (1) full-time salaried position effective 1/9/23. The requested salary does not include any increase that may be approved by the Salary Board for 2023 for non-union employees.

Roll call vote taken:

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

Motion carried unanimously.

DISTRICT ATTORNEY

Moved by Mr. Sherman, seconded by Mr. Maggi, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the District Attorney's Office and the District Attorney's Victim Services Office.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

SHERIFF

Moved by Mr. Andronas, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Sheriff's Office.

Roll call vote taken:

Mr. Andronas – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

PROTHONOTARY

Moved by Mr. Sherman, seconded by Ms. Sloane, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Prothonotary's Office.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

REGISTER OF WILLS

Moved by Mr. Sherman, seconded by Mrs. Vaughan, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Register of Wills Office.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

TREASURER

Moved by Mr. Flickinger, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Treasurer's Office.

Roll call vote taken:

Mr. Flickinger – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

CORONER

Moved by Mr. Warco, seconded by Mr. Sherman to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Coroner's Office. and to approve the request listed on page two of the For the Board's Consideration chart for the Coroner's Office.

Coroner, Chief Deputy Coroner, \$59,261.38/year increased to \$65,000.00/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.

Roll call vote taken:

Mr. Warco – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

CLERK OF COURTS

Moved by Ms. Davis, seconded by Mr. Sherman to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Clerk of Courts Office.

Roll call vote taken:

Ms. Davis – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

RECORDER OF DEEDS

Moved by Mrs. Perrell, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Recorder of Deeds Office.

Roll call vote taken:

Mrs. Perrell – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

CONTROLLER

Moved by Ms. Sloane, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Controller's Office.

Roll call vote taken:

Ms. Sloane – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

PUBLIC DEFENDER

Moved by Mr. Alterio, seconded by Mr. Sherman, to retain all employees at the classifications and salaries as contained in the 2023 salary schedule book for the Public Defender's Office.

Roll call vote taken:

Mr. Alterio – Yes; Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

FOR THE BOARD'S CONSIDERATION

BUILDING & GROUNDS

Building & Grounds, Custodial Worker, Pay Grade 1 – 90% - \$19.636/hour; create one (1) full-time union position effective 1/1/23.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Building & Grounds, HVAC Technician, 90% - \$25.466/hour; create one (1) full-time union position effective 1/1/23.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

TAX REVENUE

Tax Revenue, Office Operations Assistant to Office Operations Supervisor, \$45,667.05/year to \$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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Tax Revenue, Office Operations Supervisor, \$45,667.05/year to \$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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

JAIL ADMINISTRATION

Jail Administration, Deputy Warden-Security, \$70,555.60/year increased to \$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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Jail Administration, Major-Security, \$67,195.80/year increased to \$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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Jail Administration, Deputy Warden-Operations, \$70,401.73/year; abolish one (1) vacant full-time salaried position effective 1/9/23.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Jail Administration, Visitors' Receptionist, Grade 4 – 90%-\$20.239/hour; abolish one (1) vacant part-time position effective 1/9/23.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

CHILDREN & YOUTH SERVICES

Children & Youth, Program Specialist, \$48,879.64/year increased to \$55,000.00/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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

INFORMATION TECHNOLOGY

Information Technology, GIS Manager, \$59,033.96/year increased to \$62,574.97/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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

FINANCE

Finance, Financial Analyst I to Assistant Finance Director, \$57,679.99/year to \$68,000.00/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.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – No.

Motion carried.

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

Building & 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, 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

Sherriff, 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

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the foregoing personnel request.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Moved by Mr. Sherman, seconded by Mrs. Vaughan, approving 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.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

Moved by Mr. Sherman, seconded by Ms. Sloane, approving 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.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – Yes; Ms. Sloane – Yes.

Motion carried unanimously.

LEAVES OF ABSENCES –December 15, 2022 to January 8, 2023

Vice Chair Maggi noted for the record the following leaves of absences:

Lynne Daniels, MR Program Specialist I, 12/19/22 to 03/13/23

Brenda Pattison, Legal Secretary, 12/07/22 to 02/07/23

Vice Chair Maggi stated for the record, that all leaves of absence that occurred since December 15, 2022 until the present are to be noted 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.

ANNOUNCEMENTS

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

There being no further business, Vice Chair Maggi declared the meeting recessed at approximately 10:21 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____

CHIEF CLERK

DRAFT

