

(Board's Agenda)

SALARY BOARD/REORGANIZATION MEETING

January 3, 2022
11:30 AM

Chairman calls meeting to order.

MOTION BY SALARY BOARD MEMBER –

To approve Minute No. SB 12-16-21 dated December 16, 2021.

Chairman asks for PUBLIC COMMENTS.

MOTION BY SALARY BOARD MEMBER –

To approve the 2022 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 Service Employees International Union (SEIU) Court Appointed/Court Related 668, the Pennsylvania Social Services Union (PSSU) Local 668 and the Teamsters 249 (District Attorneys and Public Defenders). These wage rates are effective 1/1/22.

MOTION BY SALARY BOARD MEMBER FOR EXPIRED CONTRACTS –

The salaries of the National Correctional Employees Union (NCEU), 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) will remain the same as in 2021 since a contract agreement has not been reached.

ELECTED OFFICIALS: (CHAIRMAN CALLS EACH SEPARATELY)

	<u>2022 RATES</u>	<u>BOARD'S CONSIDERATION</u>
President Judge DiSalle – Courts	(2022 RATES)	MAKE MOTION PER AGENDA)
Jason Walsh – District Attorney	(2022 RATES)	
Tony Andronas – Sheriff	(2022 RATES)	
Laura Hough – Prothonotary	(2022 RATES)	
James Roman – Register of Wills	(2022 RATES)	
Tom Flickinger – Treasurer	(2022 RATES)	MAKE MOTION PER AGENDA)
Timothy Warco – Coroner	(2022 RATES)	
Brenda Davis – Clerk of Courts	(2022 RATES)	
Carrie Perrell – Recorder of Deeds	(2022 RATES)	
April Sloane – Controller	(2022 RATES)	
Glenn Alterio – Public Defender	(2022 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 2022 salary schedule book.

MOTION – (made by Salary Board Member) The salaried employees' 2021 rates will reflect a 3% across the board increase effective retroactive to January 1, 2022. This is in accordance with the budget allotment assigned to each department. Salaried employees hired during 2021 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 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 2022 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; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Clerk of Courts Brenda Davis; Prothonotary Laura Hough; Executive Secretaries Marie Trossman and Randi Marodi; Chief Clerk Cindy Griffin; Administrative Assistant Joyce Thornburg; Observer Reporter representative Mike Jones; WJPA representatives Bob Gregg; and Joe Jasek; and concerned citizens Darrien Kelley; Corey McConn; and Bonnie Rankin.

Mrs. Vaughan called the meeting to order at approximately 3:21 p.m.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Minute No. SB 12-1-21 dated December 1, 2021, as written.

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENT

Clerk of Courts Brenda Davis announced that she was attending this meeting because she requested to be on the Salary Board Agenda to present her concerns through a hearing to restore the Clerk of Courts yearly budget and staff positions.

Ms. Davis made a motion to restore the two clerk typist II positions effective today, December 16, 2021. Mrs. Vaughan replied to Ms. Davis that the motion would be to amend the agenda to include this motion. Ms. Davis made a motion to amend this agenda to include a motion to reestablish two clerk typist II positions in the Clerk of Courts office effective today, December 16, 2021. Mr. Maggi asked Ms. Davis what she called the chair. Mrs. Vaughan answered she called me honey. Mrs. Vaughan stated the motion dies for a lack of a second.

Ms. Davis also made a motion to amend the agenda to reestablish four Clerk Typist II positions in the Clerk of Courts office effective today, December 16, 2021. This motion dies for a lack of a second.

Ms. Davis requested to be on the agenda at the next regularly scheduled Salary Board meeting to hold a hearing to display her concerns and her case regarding the Clerk of Courts office. Mrs. Vaughan replied that there are no hearings but meetings.

FOR THE BOARD'S CONSIDERATION

COURTS

Mrs. Vaughan presented to the board on behalf of President Judge DiSalle, Adult Probation, Pretrial/Specialty Courts Coordinator, \$55,126.94/year; abolish one (1) full-time salaried position effective 12/16/21.

Mrs. Vaughan presented to the board on behalf of President Judge DiSalle, Court Administration, Problem-Solving Courts Administrator, \$55,126.94/year; create one (1) full-time salaried position effective 12/16/21.

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.

LEAVES OF ABSENCES – December 2, 2021 to December 15, 2021

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

David Painter, Fiscal Officer III, FMLA, 12/14/21 to 02/15/22

Brooke Patterson, Enforcement Officer II, Intermittent, 12/13/21 to 12/13/22

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 3:32 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2021

ATTEST: _____

CHIEF CLERK

FOR THE BOARD'S CONSIDERATION - JANUARY 3, 2022

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Adult Probation		CTS Collections Officer	\$16,3909/hour			Abolish one part-time salaried position effective 1/3/22.
Adult Probation				CTS Collections Officer	\$37,514.13/year	Create one (1) full-time salaried position effective 1/3/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union positions.
Adult Probation	Jon Ridge	Chief Adult Probation Officer	\$89,103.33/year		\$91,603.33/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union employees.
Juvenile Probation	Amanda Gallagher	Chief Juvenile Probation Officer	\$89,103.33/year		\$91,603.33/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union employees.
Domestic Relations		Clerk Typist II	Pay Grade 4 - 90% - \$19,649/hour			Abolish one (1) full-time union position effective 1/1/22.
Domestic Relations				Customer Service Representative	Pay Grade 6 - 90% - \$20,079/hour	Create one (1) full-time union position effective 1/1/22.

FOR THE BOARD'S CONSIDERATION - JANUARY 3, 2022

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Buildings & Grounds				Custodial Worker	Pay Grade 1 - 90% - \$19,065/hour	Create four (4) part-time positions effective 1/3/22.
Buildings & Grounds				Maintenance Worker I	Pay Grade 3 - 90% - \$19,355/hour	Create one (1) full-time union position effective 1/3/22.
Children & Youth				Supervising Agency Attorney	\$75,000.00/year	Create one (1) full-time salaried position effective 1/3/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union positions.
Children & Youth						Increase in annual salary for four (4) vacant full-time salaried positions effective 1/3/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union positions.
Children & Youth	Kevin McCrory	Casework Supervisor	\$55,000.00/year		\$60,500.00/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	Tricia Johnston	Casework Supervisor	\$55,000.00/year		\$60,500.00/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.

FOR THE BOARD'S CONSIDERATION - JANUARY 3, 2022

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Children & Youth	Coreen Berry	Casework Supervisor	\$60,099.96/year		\$63,104.96/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	Kristin Young	Casework Supervisor	\$60,099.96/year		\$63,104.96/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	Jolene Wills-Brower	Casework Supervisor	\$61,902.96/year		\$64,998.11/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	Hilary Burchett	Casework Supervisor	\$64,713.01/year		\$67,948.66/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	David Cincinnati	Casework Supervisor	\$69,196.84/year		\$72,656.68/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Children & Youth	Ashley Blake	Social Work Supervisor	\$61,902.96/year		\$64,998.11/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary includes any increase that may be approved by the Salary Board for 2022 for non-union employees.
Elections	Melanie Ostrander	Director of Elections	\$68,958.50/year		\$78,958.50/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union employees.

FOR THE BOARD'S CONSIDERATION - JANUARY 3, 2022

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Purchasing	Francis Seliga	Fixed Asset Manager/Buyer	\$43,709.08/year		\$44,959.08/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union employees.
Finance	Leah Kudaroski	Financial Analyst I	\$51,499.99/year		\$55,999.99/year	Increase in annual salary for one (1) full-time salaried position effective retroactive to 1/1/22. The requested salary does not include any increase that may be approved by the Salary Board for 2022 for non-union employees.
Chief Clerk				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Controller				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Human Resources				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Planning				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Information Technology				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Buildings & Grounds				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Flood Control				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Motor Pool				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.

FOR THE BOARD'S CONSIDERATION - JANUARY 3, 2022

DEPARTMENT	EMPLOYEE	CURRENT POSITION	CURRENT SALARY	NEW POSITION	REQUESTED SALARY	NOTES
Parks				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Clerk of Courts				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Coroner				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
District Attorney				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Prothonotary				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Register of Wills				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Sheriff				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Court Administrator				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Drug Task Force				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Jail Administration				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Community Services/FITS				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Aging				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Children & Youth				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.
Liquid Fuels				Summer Employee	\$10.00/hour	Create position(s), not to exceed budget amount, effective 5/2/22 through 8/31/22.