

Reviewed by: 


**SALARY BOARD MINUTES
AUGUST 11, 2020**

Those present at the public meeting of the Venango County Commissioners held in Room 100 of the Courthouse Annex:

Commissioner Samuel Breene	Justin Wolfe, Human Resources
Commissioner Michael Dulaney	Marie Plumer, Human Services
Commissioner Albert Abramovic	Luke Kauffman, Two Mile Run County Park
Sabrina Backer, Chief Clerk	Jason Ruggiero, Planning
Jamie Kirkwood, Administrative Assistant	Tim Dunkle, Public Safety
Richard Winkler, Solicitor	Sydney Herde, Titusville Herald
Deborah Sharpe, Treasurer	Kara O'Neil, The Derrick
Diona Brick, Fiscal	Nathan Roggenkamp, The Stream
Associate Pastor Jordan Hart, Atlantic Avenue United Brethren Church	

The Retirement Board meeting was convened and adjourned prior to the start of the Salary Board Meeting. The Salary Board Meeting was convened and adjourned prior to the start of the Commissioner Board Meeting.

CALL TO ORDER:

Commissioner Breene called the Salary Board meeting to order at 4:36 p.m.

APPROVAL OF THE MINUTES FROM THE JULY 14, 2020 MEETING:

Commissioner Dulaney made a motion to approve the minutes from the July 14, 2020 meeting, seconded by Commissioner Abramovic, aye all.

PUBLIC COMMENT:

There was no public comment offered on the agenda as presented.

SALARY BOARD ITEMS FOR CONSIDERATION:

Mr. Wolfe presented the Salary Board agenda for approval:

DEPARTMENT #145 ASSESSMENT

ABOLISH

Field Assessor
Full-Time
Non-Exempt Pay Grade 7
Effective: 07/29/20

CREATE

Data Collector
Full-Time
Non-Exempt Pay Grade 5
Effective: 07/29/20

Note: This position will be abolished and the Field Assessor recreated once applicant passes the CPE exam.

DEPARTMENT #205 COURTS

ABOLISH

Court Crier/Tipstaff – OC
On Call
Non-Exempt Pay Grade 1
Effective: 07/24/20

CREATE

Court Crier/Tipstaff
Full-Time
Non-Exempt Pay Grade 1
Effective: 07/24/20

DEPARTMENT #260 DISTRICT ATTORNEY

CREATE (2 positions)

County Detective
Non-Regular Part-Time
Non-Exempt Pay Grade 7
Effective: 07/06/20

ABOLISH

Legal Secretary II
Full-Time
Non-Exempt Hourly Pay Grade 3
Effective: 07/27/20

CREATE

Administrative Assistant II
Full-Time
Non-Exempt Hourly Pay Grade 5
Effective: 07/27/20

DEPARTMENT #305 Prison

ABOLISH

Corrections Officer (2 Positions)
AFSCME Position
Full-Time
AFSCME Pay Grade 11
Effective: 07/15/20

CREATE

Correctional Sergeant (2 Positions)
AFSCME Position
Full-Time
AFSCME Pay Grade 11
Effective: 07/15/20

DEPARTMENT #520 CYS

CREATE (2 positions)

Service Coordination Intern
Temporary Full-Time
Non-Exempt Hourly Pay Grade 1
Effective: 08/17/20

Note: Recruitment and Retention Program – Seasonal positions to last no longer than 11/25/2020.

CREATE

Service Coordination Intern
Temporary Full-Time
Non-Exempt Hourly Pay Grade 1
Effective 08/17/20

Note: Position to last no longer than 04/23/21 as part of the CWEB internship program.

DEPARTMENT #540 MH/DS

CREATE

Service Coordination Intern (3 positions)

Temporary Full-Time

Non-Exempt Hourly Pay Grade 1

Effective 08/17/20 thru 11/25/20

Note: Recruitment and Retention Program – Seasonal positions to last no longer than 11/25/2020.

CORRECTION TO THE 07/14/20 SALARY BOARD AGENDA

DEPARTMENT #510 Older Adult Services

CREATE

Department Clerk IV

SEIU Position

Full-Time

SEIU Pay Grade 8

Effective: 06/29/20

Note: Department should have reflected Department #520 CYS

Deborah Sharpe, Treasurer, made a motion to approve the above Salary Board Agenda items, seconded by Commissioner Abramovic, aye all.

OTHER BUSINESS:

There was no other business to be conducted.

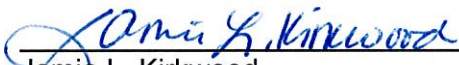
PUBLIC COMMENT:

There was no public comment offered.

ADJOURNMENT:

The meeting was adjourned at 4:38 p.m. upon a motion by Commissioner Dulaney and a second by Commissioner Abramovic, aye all.

Respectfully submitted,



Jamie L. Kirkwood
Administrative Assistant