

SALARY BOARD MINUTES AUGUST 13, 2023

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

Commissioner Samuel Breene
Commissioner Kenneth J Bryan
Commissioner Chip Abramovic
Bridey Shawgo, Chief Clerk
Laura Anna, Admin Assistant
Rich Winkler, Solicitor
Diona Brick, Fiscal
Justin Wolfe, Human Resources

Amie Wood-Wessell, Human Services
Luke Kauffman, Two Mile Run Park
Hilary Buchanan, Planning
Adam Craig, Jail
Wes Paxton, Jail
Kara O'Neil, The Derrick
Sam Dotan, Public
Jeff Lehman, Public
Linda Lehman, Public
Wayne Edmunson, Public

Election Board meeting was convened and adjourned prior to the start of the Retirement Board meeting. 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 4:42pm

APPROVAL OF THE MINUTES FROM THE JULY 09, 2024 MEETING:

- Commissioner Abramovic made a motion to approve the minutes from the July 09, 2024 meeting, seconded by Jeannie Ritchey, Treasurer, aye all.

PUBLIC COMMENT:

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

SALARY BOARD ITEMS FOR CONSIDERATION:

The following Salary Board items were presented for approval by Justin Wolfe:

DEPARTMENT #130 – HUMAN RESOURCES

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Human Services Liaison	FT	80	NEHR	8	8/5/2024
	CREATE:	Employee Relations Advisor	FT	80	NEHR	7	8/5/2024
2	ABOLISH:	Employee Relations and Benefits Specialist	FT	80	NEHR	7	8/5/2024

	CREATE:	Benefits Specialist	FT	80	NEHR	6	8/5/2024
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DEPARTMENT #260 – DISTRICT ATTORNEY

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Administrative Assistant II	TFT	80	NEHR	5	8/26/2024
	CREATE:	Administrative Assistant II	PT	48	NEHR	5	8/26/2024
	CREATE:	Legal Intern Note: Position to be abolished when incumbent passes bar exam and fills a vacant ADA position	FT	80	LEGL	1	8/5/2024

DEPARTMENT #520 – CHILDREN & YOUTH SVC.

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	CREATE:	CPS/GPS Integrated Case Consultant (3 Positions)	FT	80	HSNEHR	4	8/18/2024

DEPARTMENT #530 – PIC UNIT

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Crisis Investigation Specialist I	FT	80	HSNEHR	5	8/18/2024
	CREATE:	Screeener/Assessor – GPS/CPS Note: Reallocation of CIS I	FT	80	HSNEHR	4	8/18/2024
	CREATE:	Older Adult Protective Services Investigator	FT	80	HSNEHR	4	8/18/2024
	CREATE:	Senior Service Coordination Supervisor – Integrated CPS/GPS/MH/PS	FT	80	HSEXEM	2	8/18/2024
	ABOLISH:	Screeener/Assessor Trainee	FT	80	NEHR	5	8/18/2024
	CREATE:	Screeener/Assessor – GPS/CPS	FT	80	HSNEHR	4	8/18/2024

- Commissioner Bryan made a motion to approve the above Salary Board Agenda items, seconded by Jeannie Ritchey, Treasurer, 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 4:43 pm upon a motion by Jeannie Ritchey, Treasurer and a second by Commissioner Abramovic, aye all.

Respectfully submitted,

Laura E. Anna
Administrative Assistant

Reviewed by: Samuel H. Breene

Kenneth J. Bryan

Albert A. Abramovic