

SALARY BOARD MINUTES

APRIL 09, 2024

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
 Melanie Bailey, Admin Assistant
 Rich Winkler, County Solicitor

Jeannie Ritchey, Treasurer
 Diona Brick, Fiscal
 Bridey Keller, Human Resources
 Amie Wood – Wessell, Human Services
 Hilary Buchanan, Planning

The 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 4:34pm

APPROVAL OF THE MINUTES FROM THE MARCH 12, 2024 MEETING:

- Jeannie Ritchey, Treasurer made a motion to approve the minutes from the March 12, 2024 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:

The following Salary Board items were presented for approval by Bride Keller:

DEPARTMENT #130 – HUMAN RESOURCES

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	CREATE:	Recordkeeping Coordinator	TFT	80	NEHR	5	04/01/2024

DEPARTMENT #260 – DISTRICT ATTORNEY

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Admin Assistant II	PT	48	NEHR	5	03/20/2024
	CREATE:	Admin Assistant II	TFT	80	NEHR	5	03/20/2024
<i>Temporary full-time position to convert to part-time status</i>							

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
2	CREATE:	Victim Witness Coordinator	TPT	48	NEHR	6	04/01/2024
<i>Temporary position to last through filling of full-time vacancy</i>							

DEPARTMENT #405 - AIRPORT

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
	ABOLISH:	Maintenance Worker III	FT	80	SEIU	10	04/01/2024
	CREATE:	Maintenance Worker IV	FT	80	SEIU	12	04/01/2024

DEPARTMENT #520 – CHILDREN, YOUTH & FAMILY SERVICES

#	Action	Position	Status	Hr/Pay	Group	Grade	Effective
1	ABOLISH:	Compliance Coordinator	PT	48	HSNEHR	1	04/01/2024
	CREATE:	HS Safety & Compliance Coordinator	FT	80	HSNEHR	2	04/01/2024

- Commissioner Abramovic made a motion to approve the above Salary Board Agenda items, seconded by Commissioner Bryan, aye all.

OTHER BUSINESS:

There was no other business to be conducted.

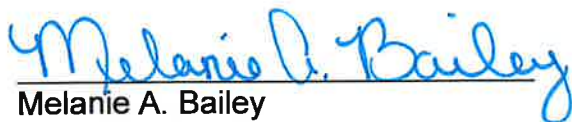
PUBLIC COMMENT:

There was no public comment offered.

ADJOURNMENT:

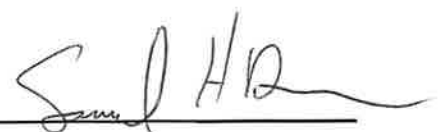
The meeting was adjourned at 4:35pm upon a motion by Commissioner Bryan and a second by Jeannie Ritchey, Treasurer, aye all.

Respectfully submitted,



Melanie A. Bailey
Administrative Assistant

Reviewed by:

Samuel H. Breene 

Kenneth J. Bryan 

Albert A. Abramovic 