

**Salary Board  
Meeting Agenda  
October 7, 2019**

1. Call to Order
2. Minutes of the September 9, 2019 Meeting
3. **Prothonotary – Katherine Wood-Jacobs** **1:30 p.m.**
  - a. Request approval to reclassify, post, and fill vacant position 502944 in the LIU collective bargaining unit from part-time clerical specialist to full-time clerical specialist, effective October 1, 2019.
4. **Prison – Charlette Stout** **1:35 p.m.**
  - a. Request to clarify the effective date of the first-line supervisory laundry allowance as September 30, 2019 with the 2019 payment to be included in the paycheck dated October 18, 2019.
5. **Solicitor – Christina Hausner** **1:40 p.m.**
  - a. Request approval to hire applicant (ID 71124) above the start rate for Assistant County Solicitor position (504172), grade E21, at an annual salary of \$65,000, effective November 13, 2019. Additional approval is requested to grant three (3) weeks of paid vacation accrual beginning in the first year of hire. (The Minimum/Maximum for the position is \$54,463.50/\$90,772.50.)
6. **Public Defender – Todd Brown** **1:50 p.m.**
  - a. Request approval to hire applicant (ID 63362) above the start rate for Assistant Public Defender I position (500445), grade E21, at an annual salary of \$60,000, effective October 7, 2019. (The Minimum/Maximum for the position is \$54,463.50/\$90,772.50.)
7. **BH/DS – Judith Erb** **2:00 p.m.**
  - a. Request approval to create, post, and fill one Clerical Specialist II position, grade N11, effective November 1, 2019.
8. **Youth Intervention Center – Drew Fredericks** **2:10 p.m.**
  - a. Request to approval to simultaneously create, post, and fill one part-time Youth Care Worker - MSW Intern position at an hourly rate of \$10.00 per hour and eliminate one part-time Youth Care Worker P.U.L.S.E. position (503987), grade N15, effective October 7, 2019.

**9. Lancaster Countywide Communications – Michael Weaver**

**2:15 p.m.**

The following requests are part of a restructure in an effort to attract and retain talent.

- a. Request approval to reclassify the paygrades of ten (10) job codes and associated positions as detailed in “Attachment A” under Salary Grades, effective October 28, 2019. Additional approval is requested for affected position incumbents to receive the greater of the 6-month rate, or a 2.5% increase, effective October 28, 2019. Incumbents who have not successfully completed the 6-month probationary period will be eligible for an increase to the new start rate. (This request would be an exception to the promotion policy in the 2019 Salary Administration Plan.)
- b. Request approval to reclassify five (5) positions as detailed in “Attachment A” under Position Reclassifications with position incumbents receiving a 2.5% increase, effective October 28, 2019. (This request would be an exception to the promotion policy in the 2019 Salary Administration Plan.)
- c. Request approval to increase shift, weekend, and CLEAN differentials as detailed in “Attachment A” under Differentials, effective October 28, 2019.

10. Good of the Order

11. Adjourn

Next Meeting: Monday, November 4, 2019