

**Salary Board
Meeting Agenda
April 4, 2022**

1. Call to Order
2. Minutes of the March 7, 2022, meeting
3. **Court Administration - President Judge David L. Ashworth, Mark Dalton** **1:30 p.m.**
 - a. Request approval to reclassify (1) vacant full-time Project Business Analyst I position (503497), Grade N20, to a Technical Support Specialist I, Grade N23, effective April 4, 2022.
 - b. Request to reclassify and upgrade (1) vacant and (2) filled Magisterial District Court Supervisor positions (501113,501108, 501105), Grade N11, to Magisterial District Court Supervisor, Grade N14, effective April 11, 2022. This will result in incumbents (24114, 11111) receiving a 7% increase.
4. **Domestic Relations - President Judge David L. Ashworth, Mark Dalton** **1:35 p.m.**
 - a. Request approval for employee (19123) to maintain her current salary of \$58,775.39 as a result of a transfer to Conference Officer, CAP Grade 80, from Probation Officer Senior, CAP Grade 82, effective April 11, 2022.
5. **Controller – Lisa Colon** **1:40 p.m.**
 - a. Request approval of a 2% wage increase for employee (10197) as a result of permanent added responsibilities resulting from appointment to Second Deputy Controller, effective April 11, 2022.
6. **District Attorney – Heather Adams** **1:45 p.m.**
 - a. Request to reclassify and upgrade one (1) vacant part-time Legal Secretary position (500965), LIU Grade 42, to part-time Administrative Coordinator, LIU Grade 43, effective April 11, 2022.
 - b. Request approval to hire applicant (78101) above the start rate for part-time Assistant District Attorney I (504737), TM2 Grade 51, at an hourly starting rate of \$38.72, effective April 11, 2022. (The minimum/maximum hourly rates for the position are \$30.00/\$47.43, as set by the collective bargaining agreement.)
 - c. Request approval of a salary adjustment for the incumbent First Deputy District Attorney (23224) to \$92,717 annually in order to repair salary compression, effective April 11, 2022. This represents a 3.2% increase.
7. **BH/DS - Judith Erb** **1:50 p.m.**
 - a. Request approval to create, post, and fill two (2) Program Planner/Evaluator positions, Grade E13, effective April 15, 2022.

- b. Request to simultaneously eliminate one (1) Caseworker position (502436), Grade N20, and create, post, and fill one (1) Senior Caseworker positions, Grade N22, effective April 4, 2022.
- c. Request approval to create, post, and fill four (4) temporary, part-time County Social Casework Intern positions with an hourly start rate of \$14.00/hour, effective April 5, 2022.
- d. Request approval to hire applicant (80013) above the start rate for Caseworker (504167), Grade N20, at an annual starting rate of \$44,500, effective April 4, 2022. (The minimum/maximum hourly rate is \$36,016.50/\$60,001.50.)

8. Children and Youth Agency – Crystal Natan **1:55 p.m.**

- a. Request approval to create, post, and fill the following full-time positions, effective July 1, 2022.
 - One (1) Chief Caseworker, Grade E15
 - Five (5) Adolescent Family Support Caseworkers, PSS Grade 73
 - Two (2) Adolescent Intake Caseworkers, PSS Grade 73
 - One (1) Secretary, PSS Grade 70

9. Facilities Management – Robert Devonshire **2:00 p.m.**

- a. Request approval to reclassify and downgrade one (1) Maintenance Supervisor I position (503282), Grade N18, to Building Maintenance Mechanic, Grade N17, effective April 4, 2022.

10. Information Technology – Steven Clements **2:05 p.m.**

- a. Request approval to reclassify one (1) vacant full-time Computer Technician I position (500609), Grade N23, to Audio Visual and Videoconference Technician, Grade N23, effective April 11, 2022.

11. Public Defender – Christopher Tallarico **2:10 p.m.**

- a. Request approval to add two (2) Assistant Public Defender Senior designations to the current allotment of four (4) positions for a total of six (6) Assistant Public Defender Senior designations, effective April 4, 2022.

12. Youth Intervention Center – Drew Fredericks **2:15 p.m.**

- a. Request approval of a temporary 2.5% increase for employee (23489) and employee (16384) for assuming the duties of the vacant Business Manager, retroactive to March 28, 2022, to remain in effect until such time that the Business Manager position is filled.
- b. Request approval to promote (1) Detention Youth Care Worker (25431) to Detention Supervisor with a 5% pay increase, effective April 11, 2022.
- c. Request to simultaneously eliminate six (6) vacant part-time Youth Care Worker positions (501465,504147,504118,504282,503807,503682), Grades 26 and N17, and create two (2) full-time Youth Care Supervisor positions, Grade N22, effective April 4, 2022.

13. Prison – Cheryl Steberger

2:20 p.m.

- a. Request approval of a \$3.70/hour salary adjustment for the Director of Administrative Services (22523), effective April 11, 2022.

14. Voter Registration – Christa Miller

2:30 pm.

The following requests are part of a reorganization of the Voter Registration Department. All requests have an effective date of April 11, 2022.

- a. Request to reclassify (1) Clerical Specialist III, Grade N12, to Clerical Supervisor III, Grade N13. As a result, incumbent employee (26065) will receive a 5% increase.
- b. Request to reclassify (1) Clerical Specialist II, Grade N11, to Clerical Supervisor III, Grade N13. As a result, incumbent employee (25253) will receive a 6% increase.
- c. Request to reclassify (1) Clerical Specialist III, Grade N12, to Clerical Supervisor III, Grade N13. As a result, incumbent employee (25999) will receive a 5% increase.
- d. Request to reclassify (1) Clerical Specialist I, Grade N10, to Clerical Specialist III, Grade N12. As a result, incumbent employee (25271) will receive an increase to the 6-month rate of a Grade N12.
- e. Request to reclassify (1) Clerical Specialist I, Grade N10, to Clerical Specialist III, Grade N12. As a result, incumbent employee (25631) will receive an increase to the 6-month rate of a Grade N12.
- f. Request to reclassify (1) Clerical Specialist I, Grade N10, to Clerical Specialist III, Grade N12. As a result, incumbent employee (24663) will receive a 6% increase.
- g. Request to reclassify (1) Clerical Specialist II, Grade N11, to Clerical Specialist III, Grade N12. As a result, incumbent employee (22068) will receive a 5% increase.
- h. Request to reclassify (1) Clerical Specialist I, Grade N10, to Clerical Specialist III, Grade N12. As a result, incumbent employee (25984) will receive an increase to the 6-month rate of a Grade N12.
- i. Request to reclassify (1) vacant part-time Clerical Specialist I position (502685), Grade N10, to full-time, Clerical Specialist III, Grade N12.
- j. Request to eliminate one (1) vacant part-time Clerical Specialist I position (503901), Grade N10.

15. Presentation of Reports (Exceptional Review Allocations, Employee Referral Bonus Report)

16. Good of the Order

17. Adjourn

18. Next Meeting: Monday, May 2, 2022