

Minutes of the  
Monthly Meeting of the  
Lancaster County Salary Board  
January 9, 2023

The meeting was called to order by Commissioner Ray D'Agostino at 1:30 p.m. in the Human Resources Training Room at the Lancaster County Offices, 150 North Queen Street.

Members Present: Commissioner Ray D'Agostino, Commissioner Joshua Parsons, Commissioner John Trescot, and Controller Lisa Colón.

Others Present: Christie Jolly, Ben Lewis, Pat Mulligan, Larry George, and Diana Rivera.

Commissioner Parsons moved to approve the minutes of the monthly meeting of December 5, 2022. Commissioner Trescot seconded. The motion carried unanimously.

President Judge David Ashworth and Mark Dalton, Court Administration, requested approval to post and fill one full-time Magisterial District Court Clerk position (501100), Grade D, that has been vacant for more than one-year, effective January 9, 2023. Following discussion, President Judge Ashworth moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Crystal Natan, Children & Youth Agency, requested approval to post and fill one full-time Secretary position (504699), PSS Grade 70, that has been vacant for more than one-year, effective January 9, 2023. Following discussion, Commissioner Parsons moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Lisa Colón, Controller's Office, requested approval to reclassify one Account Clerk II position (504494), Grade E, to Payroll Clerk, Grade G, effective January 16, 2023. This will result in the incumbent (21487) receiving an increase to the start rate of a Grade G. Following discussion, Controller Colón moved to approve. Commissioner Parsons seconded. The motion carried unanimously.

Eric Bieber, Coroner's Office, requested approval to reclassify one filled part-time Deputy Coroner/Lab Technician position (504708), Grade L, to full-time, effective January 16, 2023. Following discussion, Mr. Bieber moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Agenda item 7 from Facilities Management was removed from today's published Salary Board agenda by Bob Devonshire, prior to the meeting.

Tom Martin, Office of Aging, requested approval of a temporary 5% increase for employee (ID 23149) for assuming additional responsibilities, effective January 2, 2023,

until such time that the Fiscal Officer I position is filled. Following discussion, Commissioner Parsons moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Scott Standish, Planning Department, requested approval to hire applicant (ID 78205) above the start rate for the Planner position (500571), Grade J, at an annual salary of \$45,995.00, effective January 9, 2023. The minimum/maximum of this pay grade is \$44,226.00/\$66,339.00. Following discussion, Controller Colón moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Cheryl Steberger, Prison, requested approval to combine two unawarded 2022 Exceed Expectations (EE) ratings to award one Greatly Exceeds Expectations (GEE) rating to employee (ID 19164) for their 2022 Annual Performance Review, effective December 5, 2022. Warden Steberger stated that she made a mistake by awarding a GEE that the department did not have and is trying to rectify the issue by combining two remaining EE ratings for one GEE rating. It was the consensus of the Board to make an exception on this case because unlike other similar requests in the past, there are remaining allotments available to the department to award employees for exceeding expectations. Additionally, the Board noted that the Warden confirmed this employee truly earned the GEE and that there was a legitimate accident that caused the overage, which was not uncovered until the Prison submitted the employee evaluation to HR. In addition, it was the consensus of the Board to discuss a policy change regarding allotments at a future meeting. Following lengthy discussion, Commissioner Parsons moved to approve. Commissioner Trescot seconded. The motion carried unanimously.

Lawrence George, Commissioners' Office, on behalf of Christa Miller, Voter Registration, requested approval to hire applicant (ID 84407) above the start rate for Deputy Elections Director, Grade N, at an annual salary of \$65,000, effective January 23, 2023. The minimum/maximum for this position is \$53,742.00/\$85,987.20. Following discussion, Commissioner Trescot moved to approve. Commissioner Parsons seconded. The motion carried unanimously.

Ben Lewis provided the 2022 Year End Exceptional Review Allocation Usage YTD Report.

Commissioner Parsons moved to adjourn the meeting at 2:04 p.m. Commissioner Trescot seconded. The motion carried unanimously. The next regular Salary Board meeting is scheduled for February 6, 2023, at 1:30 p.m.

Respectfully submitted,

Lisa K. Colón

Salary Board Minutes  
January 9, 2023  
Page 3

Secretary