

Minutes of the  
Monthly Meeting of the  
Lancaster County Salary Board  
February 3, 2020

The meeting was called to order by Commissioner Joshua Parsons at 1:30 p.m. in Conference Room 703 at the Lancaster County Offices, 150 North Queen Street.

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner Craig Lehman, and Controller Brian Hurter.

Others Present: Charlette Stout, Christie Jolly, Lawrence George, and Kathy Kunkel.

Commissioner D'Agostino moved to approve the minutes of the monthly meeting of January 13, 2020. Controller Hurter seconded. The motion carried 3 to 0 with 1 abstention. Commissioner Lehman abstained as he was not in attendance at the January 13, 2020 Salary Board meeting.

Mark Dalton and President Judge David Ashworth, Judicial Operations, requested a temporary pay adjustment of 10% for employee (ID 22195), Judicial Secretary position number 500659, effective January 6, 2020. Five percent of the requested increase is based on the employee's assumption of additional duties as result of the election of Judge Ashworth to President Judge. Request for the remaining five percent increase is based on employee's assumption of additional responsibilities related to Judge Ashworth's membership on the Prison Board. Request that the duration of the first five percent coincide with the President Judge's tenure of five years but that the second five percent coincide with Judge Ashworth's tenure on the Prison Board. Following discussion, President Judge Ashworth moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Mark Dalton and President Judge David Ashworth, requested approval to hire employee applicant (ID 14896) above the start rate for the Director of Juvenile Probation position (500880), Grade E23, at an annual salary of \$78,359.38, effective February 17, 2020. This request represents a 15% increase to the employee's current salary. The minimum/maximum for the position, as outlined in the 2020 Salary Administration Plan, is \$64,708.80/\$107,848.00. Following discussion, President Judge Ashworth moved to approve. Controller Hurter seconded. The motion carried unanimously.

Crystal Natan, Children and Youth Agency, requested approval to create six paid County Social Casework Intern positions, effective February 10, 2020, and initiate the posting/interviewing process in March/April 2020. These temporary, less than 1000-hour per year positions will pay \$10.00/hour and are to be used for a structured 975-hour internship program during the 2020-2021 collegiate school year. Following discussion, Commissioner Lehman moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Judith Erb and Vicki Bricker, Behavioral Health & Developmental Services (BH/DS), requested approval to create, post, and fill one Program Planner/Evaluator 2 position, Grade E15, effective February 3, 2020. Following discussion, Commissioner D'Agostino moved to approve. Controller Hurter seconded. The motion carried unanimously.

Rick Kastner, Drug and Alcohol, requested approval to hire applicant (ID 72321), above the start rate for the Drug and Alcohol Prevention Program Specialist position (504578), Grade E13, at an annual salary of \$46,000 per year, effective March 23, 2020. Additional approval is requested to grant three weeks of paid vacation accrual beginning in the first year of hire. The minimum/maximum for the position, as outlined in the 2020 Salary Administration Plan, is \$39,097.50/\$65,188.50. Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Voting yes: Commissioner Parsons, Commissioner D'Agostino, and  
Controller Hurter

Voting no: Commissioner Lehman

The motion carries 3 to 1.

Commissioner Lehman voted no indicating that he did not oppose the salary requested but did so to remain consistent with his prior votes against the ad hoc granting of additional vacation.

Christie Jolly provided the 2019 Annual Turnover by Department Report. Following discussion regarding the column "Beginning Counts" defined as the number of positions filled at the beginning of the year, it was the consensus of the Board that Human Resources add a column "Vacant Positions" at the beginning of the year. This column will provide the total complement by departments and better reflect the ability to hire staff. See attached schedules.

Charlette Stout provided the 2020 Exceptional Review Allocation Usage YTD Report.

Controller Hurter moved to adjourn the meeting at 2:30 p.m. Commissioner Lehman seconded. The motion carried unanimously.

The next regular Salary Board meeting is scheduled for March 9, 2020 at 1:30 p.m. in Conference Room 703 at the Lancaster County Offices, 150 North Queen Street.

Respectfully submitted,

Brian K. Hurter  
Secretary