

Minutes of the
Monthly Meeting of the
Lancaster County Salary Board
May 3, 2021

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

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner Craig Lehman, and Deputy Controller Kathy Kunkel.

Not Present: Controller Brian Hurter.

Others Present: Michelle Gallo, Christie Jolly, Larry George, Tammy Moyer, Lisa Colon, and Diana Rivera.

Commissioner D'Agostino moved to approve the minutes of the monthly meeting of April 5, 2021. Commissioner Lehman seconded. The motion carried unanimously.

President Judge David Ashworth and Mark Dalton, Judicial Operations, requested approval to create, post, and fill one Consumer Debt & Civil Case Management Staff Attorney position, Grade E19, effective May 3, 2021. Judge Ashworth stated that certain judicial clerk positions are vacant and one in particular will not be budgeted in 2022, which will provide future budget flexibility for the position. Judge Ashworth also noted that since the need for this position has increased considerably due to COVID-19, the potential applicability of using CARES Act funds is being explored. Following discussion, Judge Ashworth moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Kathy Kunkel and Matt Luciani, Controller's Office, requested approval to hire applicant (76855) above the starting pay rate for the Auditor/Accountant position (500195), Grade E11, at an annual salary of \$42,500, effective May 3, 2021. The minimum/maximum pay range for this position is \$35,802/\$59,670. Each of the Commissioners noted that this request seems to break from past Salary Board process in that the request for higher salary comes after the person was already hired and has started in the position at the starting salary. Commissioner D'Agostino and Commissioner Parsons noted that this puts the Salary Board in an awkward situation. While they are willing to vote in favor of this action this time due to the need to fill the position with a qualified candidate, it should not be viewed as a precedent. Following discussion, Ms. Kunkel moved to approve. Commissioner Parsons seconded.

Voting Yes: Commissioner Parsons, Commissioner D'Agostino, and Deputy Controller Kathy Kunkel.

Abstention: Commissioner Lehman

The motion carried 3 to 0 with one abstention.

Commissioner Lehman abstained, highlighting that this request deviates from the longstanding Salary Board approval process for above the minimum new hires and start dates, and that his process concerns do not reflect, nor should they be construed to reflect, negatively on the employee and the salary recommendation.

Dr. Stephen Diamantoni, Coroner's Office, requested approval to hire applicant (76440) above the starting pay rate for the part-time Deputy Coroner/Lab Technician position (504708), Grade N24, at an hourly rate of \$24.00/hour, effective May 10, 2021. The minimum/maximum hourly pay range for this position is \$20.88/\$34.80. Following discussion, Dr. Diamantoni moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Julie Holtry, Behavioral Health/Developmental Services (BH/DS), requested to simultaneously create, post, and fill one Caseworker Senior position, Grade N22, and eliminate one Caseworker position (503773), Grade N18, effective May 3, 2021. Following discussion, Commissioner D'Agostino moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Misty Witmer, Information Technology, requested approval to create, post, and fill one Audio Visual and Videoconference Technician position, Grade N23, effective May 3, 2021. Following discussion, it was the consensus of the Board to table the request and asked Ms. Witmer to provide information on the funding of this position at a future Board meeting.

Michelle Gallo, Human Resources, requested approval to create, post, and fill one temporary Human Resources Intern position at an hourly rate of \$12.00/hour, effective June 1, 2021. Following discussion, Commissioner D'Agostino moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Christy Jolly provided the 2021 Turnover Report and the 2021 Exceptional Review Allocation Usage YTD Report.

Commissioner D'Agostino moved to adjourn the meeting at 2:26 p.m. Commissioner Lehman seconded. The motion carried unanimously. The next regular Salary Board meeting is scheduled for June 7, 2021 at 1:30 p.m.

Respectfully submitted,

Brian K. Hurter
Secretary