

Minutes of the
Monthly Meeting of the
Lancaster County Salary Board
September 9, 2019

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 Dennis Stuckey (arrived at 1:33 p.m.), Commissioner Craig Lehman, and Controller Brian Hurter.

Others Present: Charlette Stout, Christie Jolly, Lawrence George, Ray D'Agostino, and Kathy Kunkel.

Controller Hurter moved to approve the minutes of the monthly meeting of August 12, 2019. Commissioner Lehman seconded. The motion carried unanimously.

President Judge Dennis Reinaker and Mark Dalton, Court Administration, requested approval to provide bilingual differential pay to those employees who have been identified, through testing, to have the necessary bilingual skills to effectively communicate with individuals who have business with the Court of Common Pleas and its departments at a rate of \$0.50 per hour for employees identified as Preferred Frequent and \$0.25 per hour for employees identified as Preferred Occasional with implementation to occur through 2020. Following a lengthy discussion, President Judge Dennis Reinaker moved to approve. Commissioner Lehman seconded.

Voting yes: President Judge Dennis Reinaker, Commissioner Stuckey, and Commissioner Lehman

Voting no: Commissioner Parsons and Controller Hurter

The motion carries 3 to 2.

Commissioner Parsons voted no stating the proposal as presented is essentially an unfunded mandate upon the County and, although it purports to provide better language access to court functions, it actually does the opposite. The courts currently have a certified translation program in place for when the public is in court. This proposal does not impact that program, it is only for functions outside of the courtroom. The Court Administrator indicated that those employees who speak a second language and currently assist the public everyday would be ordered to stop doing so unless they took and passed a state exam. This will actually likely reduce the number of employees available and make communication more difficult, adding another layer of bureaucracy to the work already being done on the front lines of County government. Additionally, it is an unfunded proposal and not already allocated in the current budget year. Court Administrator indicated this has been planned for years. If that is the case, it should have been budgeted also.

Controller Hurter voted no stating concerns about these costs not being included in the current budget or the budget that is in process for 2020.

Charlette Stout, Human Resources on behalf of Voter Registration, requested as part of Voter Registration's original February 2019 Salary Board request, approval to eliminate one full-time Clerical Specialist position (500101), effective March 1, 2019. Following discussion, Commissioner Stuckey moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Crystal Natan, Children and Youth Agency (C&Y), requested approval to create, post, and fill two Caseworker positions, Grade 73 in the SEIU collective bargaining unit, effective October 1, 2019. Following discussion, Commissioner Lehman moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Judith Erb, Behavioral Health & Developmental Services (BH/DS), requested approval to create, post, and fill two Caseworker positions, Grade 73 in the SEIU collective bargaining unit, effective October 1, 2019. Following discussion, Commissioner Stuckey moved to approve. Controller Hurter seconded. The motion carried unanimously.

Todd Brown, Public Defender's Office, made the following requests:

- a. Requested approval to reclassify and downgrade, post, and fill vacant position 500445 from Deputy Public Defender, Grade E24, to Assistant Public Defender I, Grade E21, effective September 16, 2019.
- b. Requested approval to reclassify and upgrade position 500441 from Assistant Public Defender I, Grade E21 to Assistant Public Defender Manager, Grade E23, effective September 16, 2019. This will result in the incumbent receiving a 5% increase in accordance with the 2019 Salary Administration Plan.
- c. Requested approval to reclassify and upgrade position 503514 from Assistant Public Defender I, Grade E21 to Senior Assistant Public Defender, Grade E22, effective September 16, 2019. This will result in the incumbent receiving a 5% increase in accordance with the 2019 Salary Administration Plan.
- d. Requested approval to reclassify and upgrade position 502841 from Assistant Public Defender I, Grade E21 to Senior Assistant Public Defender, Grade E22, effective September 16, 2019. This will result in the incumbent receiving a 5% increase in accordance with the 2019 Salary Administration Plan.

Following a lengthy discussion, Controller Hurter moved to approve. Commissioner Parsons seconded.

Voting yes: Commissioner Parsons, Commissioner Stuckey, and Controller Hurter

Voting no: Commissioner Lehman

The motion carries 3 to 1.

Commissioner Lehman opposed the motions because he was concerned about reclassifications being used to avoid the public posting of positions, and also that salary changes, when collective bargaining negotiations are underway, should be done as part of those negotiations not in isolation by Salary Board.

Larry George, Commissioner's Office, and Todd Brown, Public Defender's Office, requested approval to reclassify the vacant Social Service Case Manager position (504624) from a Grade N22 to a Grade N20, effective September 9, 2019. Following discussion, Controller Hurter moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Larry George, on behalf of the Planning Commission, requested approval of a temporary 10% pay increase for employee (ID 10582), for assuming the role of Interim Executive Director, effective September 2, 2019 until such time that the Executive Director position is filled. Following discussion, Controller Hurter moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Deputy Warden Joseph Shiffer and Deputy Warden Robert Wolfe, Prison, made the following requests:

- a. Requested to clarify and identify the funding source of the Prison Reentry Program Manager position (504626) as the Inmate Store Escrow account from the time of the position's inception, effective August 13, 2018. Following discussion, Commissioner Stuckey moved to approve. Controller Hurter seconded. The motion carried unanimously.
- b. Requested approval to increase the non-exempt, non-bargaining, first-line supervisor shift differential pay from \$0.60 per hour to \$0.90 per hour, effective September 16, 2019. Following discussion, Commissioner Lehman moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.
- c. Requested approval for non-bargaining, first-line supervisors at Lancaster County Prison to receive a laundry allowance of \$250.00 for the daily maintenance and upkeep of their prescribed uniforms in the form of a single payment to occur annually during the pay period that includes October 1, effective October 18, 2019. Following discussion, Commissioner Lehman moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Christie Jolly provided the 2019 Exceptional Review Allocation Usage YTD Report and the Positions Vacant Greater than One Year Report dated September 3, 2019. Following discussion, the Board requested that Ms. Jolly send the Board a report with those positions included on the Positions Vacant Greater than One Year Report that were requested for funding in the 2020 budget. Ms. Jolly stated that she would review with Budget Services and provide the requested report to the Board. She also stated that she will review the list of positions with the departments and provide recommendations at the December Board meeting.

Commissioner Stuckey moved to adjourn the meeting at 3:30 p.m. Commissioner Lehman seconded. The motion carried unanimously.

The next regular Salary Board meeting is scheduled for October 7, 2019 at 1:30 p.m. in Conference Room 703 at the Lancaster County Offices, 150 North Queen Street.

Respectfully submitted,

Brian K. Hurter
Secretary