

Minutes of the
Monthly Meeting of the
Lancaster County Salary Board
October 7, 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, Commissioner Craig Lehman, and Controller Brian Hurter.

Others Present: Charlette Stout, Christie Jolly, Lawrence George, Christina Hausner, Carter Walker, and Diana Rivera.

Commissioner Stuckey moved to approve the minutes of the monthly meeting of September 9, 2019. Controller Hurter seconded. The motion carried unanimously.

Katherine Wood-Jacobs, Prothonotary's Office, requested approval to reclassify, post, and fill vacant position 502944 in the LIU collective bargaining unit from part-time clerical specialist to full-time clerical specialist, effective October 1, 2019. Following a lengthy discussion, and with the agreement that the current Prothonotary will not have any communication with a candidate for Prothonotary until after the November 5, 2019 election, Katherine Wood-Jacobs moved to approve. Commissioner Stuckey seconded.

Voting yes: Katherine Wood-Jacobs, Commissioner Stuckey, and Commissioner Lehman

Voting no: Commissioner Parsons and Controller Hurter

The motion carries 3 to 2.

Commissioner Parsons voted no because it grows the size of government without examining all possibilities for increasing efficiencies under the current structure. Also, there will be a newly elected Prothonotary one month from now and they should be given the chance to weigh in on any proposals that grow the office in 2020 like this one.

Controller Hurter voted no stating that given the upcoming election he felt this decision should be made next year by the newly elected Prothonotary. There were options presented to address this position in the short-term and the long-term structure of the office should be at the discretion of the new Prothonotary.

Charlette Stout, Human Resources on behalf of the Prison, requested to clarify the effective date of the first-line supervisory laundry allowance as September 30, 2019 with the 2019 payment to be included in the paycheck dated October 18, 2019. Following discussion, Commissioner Lehman moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Christina Hausner, Solicitor's Office, requested approval to hire applicant (ID 71124) above the start rate for Assistant County Solicitor position (504172), Grade E21, at an annual salary of \$65,000, effective November 13, 2019. 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 is \$54,463.50/\$90,772.50. Following discussion, Commissioner Stuckey moved to approve. Controller Hurter seconded.

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

Voting no: Commissioner Lehman

The motion carries 3 to 1.

Commissioner Lehman commented that he did not object to the starting salary. But to be consistent with his prior votes regarding the granting of additional vacation, he voted no on the motion.

Todd Brown, Public Defender's Office, requested approval to hire applicant (ID 63362) above the start rate for Assistant Public Defender I position (500445), Grade E21, at an annual salary of \$60,000, effective October 7, 2019. The minimum/maximum for the position is \$54,463.50/\$90,772.50. Following discussion, Controller Hurter moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Judith Erb, Behavioral Health & Developmental Services (BH/DS), requested approval to create, post, and fill one Clerical Specialist II position, Grade N11, effective November 1, 2019. Following discussion, Controller Hurter moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Drew Fredericks, Youth Intervention Center, requested approval to simultaneously create, post, and fill one part-time Youth Care Worker - MSW Intern position at an hourly rate of \$10.00 per hour and eliminate one part-time Youth Care Worker P.U.L.S.E. position (503987), Grade N15, effective October 7, 2019. Following discussion, Commissioner Lehman moved to approve. Controller Hurter seconded. The motion carried unanimously.

Michael Weaver, Lancaster Countywide Communications (LCWC), made the following requests:

- a. Requested approval to reclassify the paygrades of ten job codes and associated positions as detailed in "Attachment A" under Salary Grades, effective October 28, 2019. Additional approval is requested for affected position incumbents to receive the greater of the 6-month rate, or a 2.5% increase, effective October 28, 2019. Incumbents who have not successfully completed the 6-month probationary period will be eligible for an increase to the new start rate. (This request would be an exception to the promotion policy in the 2019 Salary Administration Plan.)

- b. Requested approval to reclassify five positions as detailed in "Attachment A" under Position Reclassifications with position incumbents receiving a 2.5% increase, effective October 28, 2019. (This request would be an exception to the promotion policy in the 2019 Salary Administration Plan.)
- c. Requested approval to increase shift, weekend, and CLEAN differentials as detailed in "Attachment A" under Differentials, effective October 28, 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.

Commissioner Stuckey moved to adjourn the meeting at 2:56 p.m. Commissioner Lehman seconded. The motion carried unanimously.

The next regular Salary Board meeting is scheduled for November 4, 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