

**Salary Board  
Meeting Agenda  
October 4, 2021**

1. Call to Order
2. Minutes of the September 13, 2021 meeting
3. **Register of Wills – Anne Cooper** **1:35 p.m.**
  - a. Request approval to reclassify and upgrade one (1) vacant, full-time Clerical Specialist I position (504636), LIU Grade 41 to Clerical Specialist III, LIU Grade 43, effective October 4, 2021.
4. **Commissioners – Tammy Moyer** **1:40 p.m.**
  - a. Request approval of a temporary 5% increase for employee (22849) for assuming additional duties, effective October 4, 2021, through February 28, 2022, or until such time that the position is filled, whichever occurs first.
5. **Information Technology – Lawrence George** **1:45 p.m.**
  - a. Request approval to hire applicant (75173) above the start rate for Chief Information Officer position (500620), Grade E31, at an annual starting salary of \$120,000, effective October 18, 2021. (The minimum/maximum for the position is \$95,638.40/\$159,390.40.)
6. **Planning Commission – Scott Standish** **1:50 p.m.**
  - a. Request approval to reclassify and downgrade one (1) vacant, full-time Senior Planner position (504086), Grade E14 to Planner, Grade E12, effective 10/4/2021.
  - b. Request approval to simultaneously eliminate two (2) vacant, full-time File Clerk/Receptionist positions (500552, 502551), Grade N7, and create, post and fill one (1) Administrative Secretary Senior, Grade N17, effective October 4, 2021.
7. **Purchasing – Linda Schreiner** **1:55 p.m.**
  - a. Request to create, post, and fill one (1) full-time Senior Buyer position, Grade N22, effective October 4, 2021.
8. Good of the Order
9. Adjourn
10. Next Meeting: Monday, November 1, 2021