

**Salary Board
Meeting Agenda
November 7, 2022**

1. Call to Order
2. Minutes of the October 3, 2022, meeting.
3. **Court Administration - President Judge David L. Ashworth, Mark Dalton** **1:30 p.m.**
 - a. Adult Probation & Parole Services-
 - 1) Request approval to post and fill five (5) part-time Training Specialist positions (504044, 504046, 504048, 504049, and 504473), Grade N22, vacant for more than one-year, effective November 7, 2022.
 - b. Domestic Relations-
 - 1) Request approval to reclassify, post, and fill three (3) vacant full-time Conference Officer positions (500774, 500726, and 500746) Grade 80, to Conference Officer Sr., Grade 82, effective November 7, 2022.
4. **BHDS - Judith Erb** **1:35 p.m.**
 - a. Request approval to create, post, and fill one (1) full-time Neonatal Abstinence Syndrome (NAS) Senior Caseworker position, Grade N22, effective November 7, 2022.
 - b. Request approval to simultaneously eliminate two (2) full-time Clerical Specialist positions (502417 and 502443), Grade N10, and create, post, and fill one (1) full-time Senior Program Planner Evaluator position, Grade E15, effective November 7, 2022.
5. **Children and Youth - Crystal Natan** **1:40 p.m.**
 - a. Request approval to post and fill one (1) part-time (502142) and eight (8) full-time Caseworker positions (502184, 504519, 504633, 502203, 502174, 502131, 502216, and 504561), Grade 73, vacant for more than one-year, effective November 7, 2022.
6. **Controllers – Lisa Colon** **1:45 p.m.**
 - a. Request approval to reclassify one (1) vacant full-time Account Auditor Senior position (500199), Grade E15, to Disbursement Specialist, Grade E11, effective November 7, 2022.
7. **Commissioners – Lawrence George** **1:50 p.m.**
 - a. Request approval to reclassify the pay grade for the Deputy Chief Clerk position (503644) from Grade E17 to Grade E22 due to significant revisions to the essential functions and focus of the position, effective December 19, 2022.
8. **Planning – Scott Standish** **1:55 p.m.**
 - a. Request approval to post and fill (1) part-time Planning Technician position (503089), Grade N16, vacant for more than one-year, effective November 7, 2022.

9. **Recorder of Deeds – Anne Hess** **2:00 p.m.**
 - a. Request approval to hire applicant (83509) above the start rate for a Clerical Specialist II (500229), Grade N10, at an annual starting salary of \$31,200, effective November 7, 2022. The minimum/maximum for this position is \$29,250/\$40,033.50.

10. **Treasurer – Amber Martin** **2:05 p.m.**
 - a. Request approval to award employee (23645) with a GEE rating and the resultant 5.25% wage increase, effective August 15, 2022. This will result in the addition of one (1) GEE over the department's 2022 exceptional review allocation.

11. **Human Resources – Michelle Gallo** **2:10 p.m.**
 - a. Request approval of the 2023 County of Lancaster Salary Administration Plan.

12. Presentation of Reports (Exceptional Review Allocations, Quarterly Turnover)

13. Good of the Order

14. Adjourn

15. Next Meeting: Monday, December 5, 2022