

Minutes of the  
Monthly Meeting of the  
Lancaster County Salary Board  
January 13, 2020

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 Ray D'Agostino, and Controller Brian Hurter.

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

Not Present: Commissioner Craig Lehman

Controller Hurter moved to approve the minutes of the monthly meeting of December 2, 2019. Commissioner D'Agostino seconded. The motion carried unanimously.

Heather Adams, District Attorney, requested an exception to the 2020 Salary Administration Plan be granted to eliminate any reduction in pay for Todd Brown (17599) as a result of his appointment to First Assistant District Attorney, Grade E26, from Chief Public Defender, Grade E27, effective January 6, 2020. Employee would retain his current annual salary of \$110,392.51. Following discussion, Ms. Adams moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Larry George, Commissioner's Office on behalf of the Public Defender's Office, requested approval of a temporary 10% pay increase for employee (ID 21689) for assuming the role of Acting Chief Public Defender, effective January 6, 2020 until such time that the Chief Public Defender position is filled. Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Larry George, Commissioner's Office on behalf of Veterans Affairs, requested approval of a temporary 10% pay increase for employee (ID 17146) for assuming the role of Acting Director of Veterans Affairs, effective January 6, 2020 until such time that the Director position is filled. Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Lon Wible, Office of Aging, requested approval to post and fill the part-time Millersville Senior Center Manager position (502343), Grade N13, with an hourly start rate of \$15.00 per hour, effective January 13, 2020. The minimum/maximum for the position is \$13.37/\$22.29. Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Paul Weiss, Parks and Recreation, made the following requests:

- a. Requested approval of the proposed salary plan for the Lancaster County Swimming Pool as presented in "Attachment A" that would raise the starting rate for all Pool positions by \$1.00 per hour, with returning Pool employees receiving a \$1.00/hour increase in addition to the established 2.75% increase, effective January 13, 2020.
- b. Requested approval of a \$50 Seasonal Recruitment Payment to be paid to Park employees for each new lifeguard recruited by that employee who was hired at the County Swimming Pool and remained employed throughout the 2020 season, effective January 13, 2020.
- c. Requested approval of a \$100 Early Application Incentive for all Pool employees hired by the County in 2020, whose position requires completion of the background check process and who submit an application by April 15 and successfully complete all pre-employment requirements by May 22. Eligible employees must remain employed throughout the 2020 season, effective January 13, 2020.

Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Cheryl Steberger and Cody Scheid, Prison, made the following requests:

- a. Requested approval to create, post, and fill one Corrections Captain position, Grade E17, effective January 13, 2020. Following discussion, Commissioner D'Agostino moved to approve. Commissioner Parsons seconded. The motion carried unanimously.
- b. Requested approval to simultaneously reclassify the vacant Account Clerk Senior-Payroll position (501225), Grade N13, to a Fiscal Technician position, Grade N17, and eliminate one vacant full-time Supply II position (501410) and one vacant part-time Supply II position (504414), January 13, 2020. Following discussion, Controller Hurter moved to approve. Commissioner D'Agostino seconded. The motion carried unanimously.

Drew Fredericks, Youth Intervention Center, made the following requests as part of a restructure in an effort to attract and retain Youth Care Workers.

- a. Requested approval to reclassify the pay grades of the following six job codes and associated positions as listed below, effective January 20, 2020. As a result of the reclassification, position incumbents will receive a salary increase in accordance with the 2020 Salary Administration Plan.

Title	Job Code	Current Pay Grade	Current Start Rate	Proposed Pay Grade	Proposed Start Rate
Youth Care Worker-Shelter	620/620PT	N15	\$14.50	N17	\$15.73
Youth Care Worker-PULSE	621/621PT	N15	\$14.50	N17	\$15.73
Youth Care Worker-Supervisor	151/151PT	N20	\$17.76	N22	\$19.26

- b. Requested to eliminate the following five vacant positions as listed below effective January 13, 2020.

Position	Title	Job Code	Pay Grade	F/P
501478	Youth Care Worker-Detention	121PT	26	Part-time
501484	Youth Care Worker-Detention	121	26	Full-time
504146	Youth Care Worker-PULSE	621PT	N15	Part-time
501469	Youth Care Worker-PULSE	621PT	N15	Part-time
503679	Youth Care Worker-Shelter	620PT	N15	Part-time

Following discussion, Commissioner D'Agostino moved to approve. Controller Hurter seconded. The motion carried unanimously.

Christie Jolly provided the 2019 Exceptional Review Allocation Usage YTD Report.

Controller Hurter moved to adjourn the meeting at 2:26 p.m. Commissioner D'Agostino seconded. The motion carried unanimously.

The next regular Salary Board meeting is scheduled for February 3, 2020 at 1:30 p.m. in Conference Room 703 at the Lancaster County Offices, 150 North Queen Street.

Respectfully submitted,

Brian K. Hurter  
 Secretary