

Minutes of the
Monthly Meeting of the
Lancaster County Salary Board
February 4, 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, and Diana Rivera.

Commissioner Stuckey moved to approve the minutes of the monthly meeting of January 7, 2019. Controller Hurter seconded. The motion carried unanimously.

Crystal Natan, Children and Youth Agency, requested approval to create six paid County Social Casework Intern positions, effective February 4, 2019, and initiate the posting/interviewing process in March/April 2019. These temporary, less than 1000-hour per year positions will pay \$10.00/hour and are to be used for a structured 975-hour internship program during the 2019-2020 collegiate school year. Following discussion, Commissioner Stuckey moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Randall Wenger, Voter Registration, requested approval to create, post, and fill one seasonal part-time Clerical Specialist 1 position, Job Code 021PT, Grade N10, effective March 1, 2019. Following discussion, Commissioner Stuckey moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Christie Jolly provided the revised 2018 and 2019 Exceptional Review Allocation Usage YTD Reports.

Charlie Douts, Facilities Management, made the following requests:

- Requested approval to create, post, and fill one part-time seasonal Bilingual Mosquito Control Educational Technician with a starting rate of \$18.50/hour, effective March 1, 2019.
- Requested approval to create, post, and fill two part-time seasonal Mosquito-borne Disease Program Technicians, each with a starting rate of \$12.00/hour, effective March 1, 2019.

Following discussion, Commissioner Stuckey moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Cheryl Steberger, William Aberts, and Brian Secor, Prison, made the following requests. The three requests are interrelated and will be effective upon mutual written agreement

with the bargaining unit to move Supply from the Inmate Services Division to the Operations Division:

- Requested approval to eliminate a vacant full-time Prison Supply Supervisor (501412), a vacant full-time Prison Supply II (501411), and a vacant part-time Prison Supply II (504415) positions.
- Requested approval to create, post, and fill two Correctional Supply Officers, Grade 21, Job Code 904, bargaining unit positions.
- Requested approval to reclassify position 502943 from Operations Coordinator Logistics Officer, Grade N20, to Administrative Sergeant-Logistics, Grade N22, resulting in a 5% increase in pay for incumbent Jason Curtis (11362).

Following discussion, Controller Hurter moved to approve. Commissioner Lehman seconded. The motion carried unanimously.

Judith Erb, BH/DS, requested approval to post and fill a position vacant over one year, position 503168, Clerical Specialist II, Grade N11, effective February 4, 2019. Following discussion, Commissioner Lehman moved to approve. Commissioner Stuckey seconded. The motion carried unanimously.

Commissioner Stuckey moved to adjourn the meeting at 2:05 p.m. Commissioner Lehman seconded. The motion carried unanimously.

The next regular Salary Board meeting is scheduled for March 11, 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