

Salary Board Minutes

October 9, 2013

Those in Attendance:

Carol Clinger	Donna Reinsel	Tess Snyder	Steve Allison
Zabrina Evans	Scott Seeley	Kay Rupert	Evanne Gareis

Call to Order:

Salary Board Meeting was called to order by Commissioner Brosius at 9:36 a.m conference room of the Administration Building.

Roll Call:

Commissioner Brosius - present
Commissioner Campbell – present
Commissioner Faller – present
Treasurer Snyder – present

Approval of the Agenda: October 9, 2013

On a motion made by Treasurer Snyder and a second by Commissioner Campbell to accept the agenda the motion passed.

Approval of the Minutes: September 24, 2013

On a motion made by Commissioner Campbell and a second by Treasurer Snyder to accept the minutes, the motion passed.

Business:

1. Public Defender. New Hire. Mr. Erich Spessard will be filling the vacant full-time Chief Public Defender. Position will be full time, with a requested annual salary of \$55,000. Requested effective date October 7, 2013. On a motion made by Commissioner Faller and a second by Commissioner Campbell, the motion passed.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

2. Courts. New Hire. Mrs. Barbara Phillips will be filling the vacant Judicial Administrative Assistant position. Position will be full time, with a requested annual salary of \$18,938.82. Requested effective date October 21, 2013. On a motion made by Treasurer Snyder and a second by Commissioner Faller, the motion passed.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

3. Public Defender. Request abolishment of Office Manager Position. Requested effective date October 7, 2013. On a motion made by Commissioner Faller and a second by Commissioner Campbell, the motion passed.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

4. Public Defender. Position Requisition for Legal Administrative Assistant. Position will be full time, 35 hours per week. Requested effective date October 7, 2013. On a motion made by Commissioner Faller and a second by Treasurer Snyder, the motion passed.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

5. Public Defender. Promotion. Mrs. Donna Gallagher will be promoted to the Legal Administrative Assistant Position. Position will be full time with a requested annual salary of \$27, 103. Requested effective date October 7, 2013. On a motion made by Treasurer Snyder and a second by Commissioner Faller, the motion passed.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

6. Resignations/Terminations/Other Personnel Actions

- Marcie Emhoff, OES Director, October 25, 2013
- Barbara Carrier, Public Defender, October 2, 2013

On a motion made by Commissioner Campbell and a second by Treasurer Snyder, the personnel actions were accepted.

Roll Call:

Commissioner Brosius - yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes

Other Business:

Question and Answer Period: Scott Seeley asked why the Public Defender’s Office was being restructured? Commissioner Faller answered that administration functions of two positions were being combined into one.

Executive Session: N/A

Adjournment: On a motion made by Commissioner Campbell and second by Treasurer Snyder to adjourn the meeting at 9:44 a.m., the motion passed.