

Salary Board Minutes

May 8, 2012

Those in Attendance

David Dunn	Susan Kerr	Twila Rifemberrick	Becky Hetrick
Frank Stacy	Kay Rupert	Scott Seeley	Donna Reinsel

Roll Call:

Commissioner Brosius – present
Commissioner Campbell – present
Commissioner Faller – present
Treasurer Snyder – present
Judge Arner – absent

Approval of the Agenda:

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

Approval of the Minutes:

On a motion made by Commissioner Faller and second by Commissioner Campbell to accept the minutes dated April 24, 2012. The motion passed.

Business:

1.) Courts/ Domestic Relations – Abolish Position. Intake / Caseworker. Requested Salary: Range 11/ Level 1. 35 hours per week. This position is being abolished due to restructuring of the office. Effective Date: 05/08/2012. On a motion made by Treasurer Snyder and second by Commissioner Campbell to approve Business Item #1 as presented, the motion passed.

Roll Call Vote:

Commissioner Brosius – yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes
Judge Arner - absent

2.) Courts/ Domestic Relations- Create Position. Receptionist / Intake Caseworker. Requested Salary: Range 11/ Step G/ Level 1. 35 hours per week. This position is being created to add job duties to the employee that is to fill the position due to restructuring of the office. Effective

Date: 05/08/2012. On a motion made by Commissioner Campbell and second by Treasurer Snyder to approve Business Item #2 as presented, the motion passed.

Roll Call Vote:

Commissioner Brosius – yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes
Judge Arner - absent

3.) Courts/Domestic Relations – Promotion. Receptionist / Intake Caseworker. Requested Salary: \$20,304. Range 11 / Step G/ Level 1. 35 hours per week. Ms. Rapp is being promoted to this new position and assuming some duties previously handled by the abolished Intake/ Caseworker position. Sharon Rapp. Effective Date: 05/08/2012. On a motion made by Treasurer Snyder and second by Commissioner Campbell to approve Business Item #3 as presented, the motion passed.

Roll Call Vote:

Commissioner Brosius – yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes
Judge Arner - absent

4.) Courts/Domestic Relations – Create Position. Conference Officer/ Caseworker. Requested Salary: Range 20/ Level 1. 35 hours per week. This position is being changed from part time to full time with additional duties because of the restructuring of the office. Effective Date: 05/08/2012. On a motion made by Commissioner Faller and second by Commissioner Campbell to approve Business Item #4 as presented, the motion passed.

Roll Call Vote:

Commissioner Brosius – yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes
Judge Arner - absent

5.) Courts/Domestic Relations – Reclassify Position. Receptionist / Caseworker. Requested Salary: Range 11/ Level 3. 19 hours or less per week. This position is being changed from a full time to a part time position. Effective Date: 05/08/2012. On a motion made by Commissioner Campbell and second by Treasurer Snyder to approve Business Item #5 as presented, the motion passed.

Roll Call Vote:

Commissioner Brosius – yes
Commissioner Campbell – yes
Commissioner Faller – yes
Treasurer Snyder – yes
Judge Arner - absent

6.) OES – Promotion. 9-1-1 Dispatcher Trainee. Requested Hourly Rate: \$9.62. Range 10 Step A/ Level 1. Shelby Meilutis has been promoted to fill the full time position left vacant by Michael Tarr. Effective Date: 04/11/2012. On a motion made by Commissioner Faller and second by Commissioner Campbell to approve Business Item #6 as presented, the motion passed.

Roll Call Vote:

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

7.) OES – Promotion. 9-1-1 Dispatcher Trainee. Requested Hourly Rate: \$10.52. Range 11/ Step D / Level 1. Patti Hanna has been promoted to a full time certified dispatcher. Patti Hanna. Effective Date: 05/02/2012. On a motion made by Treasurer Snyder and second by Commissioner Faller to approve Business Item #7 as presented, the motion passed.

Roll Call Vote:

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

8.) Corrections – Reassignment. Correctional Officer. Requested Hourly Rate: \$12.00. Level 3. 19 hours or less/wk. Connie Henry has been re-assigned to fill the part-time correctional officer vacancy. Connie Henry. Effective Date: 04/01/2012. On a motion made by Commissioner Campbell and second by Treasurer Snyder to approve Business Item #8 as presented, the motion passed.

Roll Call Vote:

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

9.) Corrections – New Hire. Correctional Officer. Requested Hourly Rate: \$9.00. Level 3. 19 hours or less/ wk. Shanin Shick will fill the part-time correctional officer position left vacant by Susan Bower. Shanin Shick. Effective Date: 05/08/2012. On a motion made by Treasurer Snyder and second by Commissioner Faller to approve Business Item #9 as presented, the motion passed.

Roll Call Vote:

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

Other Business: No other business was brought before the Board at this time.

Question and Answer Period: Executive session was conducted by the Salary Board members to review several personnel items.

Adjournment: On a motion made by Commissioner Campbell and second by Treasurer Snyder to adjourn the meeting at 10:10 a.m. The motion passed.