

SALARY BOARD AGENDA

May 6, 2021

8:30 AM

Christian Y. Leinbach, Commissioner, Chair

Kevin S. Barnhardt, Commissioner

Michael S. Rivera, Commissioner

Sandra Graffius, Controller

Christine M. Sadler, Esq., County Solicitor

1. Call to order.
2. Approve minutes of the March 4, 2021 Salary Board Meeting.
3. **Commissioner's** (10000 – 11010):

Authorize the creation of the following positions:

- a. One (1) Economic Development Coordinator position. Salary range Minimum \$45,711; Midpoint \$60,498; Maximum \$76,186.
 - b. One (1) Grants Coordinator position. Salary range Minimum \$38,940; Midpoint \$51,290; Maximum \$64,901.
4. **Solicitor** (10000 – 11020):

Authorize the elimination of one (1) PC011949 Paralegal position. Salary budgeted \$0.

5. **Election Services** (10000 – 11050):

Authorize the creation of one (1) Full-time Elections Project Coordinator – Temporary position. Salary range Minimum \$35,323; Midpoint \$47,097; Maximum \$58,871. The Temporary position will provide support and assistance to the department and will cease upon the appointment of a Deputy Director of Election Services.

6. **Recorder of Deeds** (10000 – 11150):

Authorize the elimination of the following positions:

- a. One (1) PC010011 Account Clerk II position. Salary budgeted \$0.
 - b. One (1) PC011667 Office Support II position. Salary budgeted \$0.
7. **Budget and Finance** (10000 – 11400):

Authorize the re-evaluation of the Senior Financial Analyst position. New salary range Minimum \$48,443; Midpoint \$64,591; Maximum \$80,739.

8. **Sheriff** (10000 – 11510):

Authorize the elimination of one (1) PC011747 Office Support III position. Salary budgeted \$0.

Authorize the re-evaluation of the Assistant Real Estate Administrator position. New salary range Minimum \$37,184; Midpoint \$49,578; Maximum \$61,973.

9. **Clerk of Courts** (10000 – 11540):

Authorize the elimination of one (1) PC011692 Office Support II position. Salary budgeted \$0.

10. **District Attorney** (10000 – 11580):

Authorize the elimination of one (1) PC013121 Computer Forensic Specialist position. Salary budgeted \$57,842.

Authorize the creation of one (1) Digital Forensic Technical Lead position. Salary range Minimum \$51,715; Midpoint \$68,954; Maximum \$86,192.

11. **Jail System** (10000 – 12090):

Authorize the re-evaluation of the Chief Deputy Warden position. New salary range Minimum \$62,423; Midpoint \$83,231; Maximum \$104,038.

Authorize the elimination of one (1) PC010905 Deputy Warden – Treatment position. Salary budgeted \$78,989.

Authorize the creation of one (1) Deputy Warden – Custody position. Salary range Minimum \$62,002; Midpoint \$82,669; Maximum \$103,336.

12. **Library System** (10000 – 16050):

Authorize the elimination of one (1) PC012350 Temporary Summer Help position. Salary budgeted \$0.

13. **Area Agency on Aging** (28000 – 23150):

Authorize the elimination of the following positions:

- c. One (1) PC011071 Executive Director of Aging position. Salary budgeted \$0.
- d. One (1) PC010096 Aging Case Aide position. Salary budgeted \$0.
- e. One (1) PC010097 Aging Case Aide position. Salary budgeted \$0.
- f. One (1) PC010022 Account Clerk II position. Salary budgeted \$0.
- g. One (1) PC012609 Work Study Employee position. Salary budgeted \$0.
- h. One (1) PC012610 Work Study Employee position. Salary budgeted \$0.

14. Berks County Residential Center (52013 – 32200):

Authorize the elimination of the following positions:

- a. One (1) PC013047 Shelter Care Counselor/Kitchen position. Salary budgeted \$0.
- b. One (1) PC013048 Shelter Care Counselor/Kitchen position. Salary budgeted \$0.
- c. One (1) PC012273 Shelter Care Counselor position. Salary budgeted \$0.
- d. One (1) PC012304 Shelter Care Counselor position. Salary budgeted \$0.
- e. One (1) PC012307 Shelter Care Counselor position. Salary budgeted \$0.
- f. One (1) PC013041 Shelter Care Counselor position. Salary budgeted \$0.

15. Berks Heim – Dietary (53000 – 33050):

Authorize the elimination of one (1) PC010982 Dietary Aide position. Salary budgeted \$0.

16. Berks Heim – Financial Administration (53000 – 33020):

Authorize the elimination of the following positions:

- a. One (1) PC010039 Accounting Assistant position. Salary budgeted \$0.
- b. One (1) PC012355 Supervisor Medical Billing position. Salary budgeted \$0.

17. Berks Heim – Nursing (53000 – 33090):

Authorize the elimination of the following positions:

- a. One (1) PC011311 LPN Staff Nurse position. Salary budgeted \$0.
- b. One (1) PC011326 LPN Staff Nurse position. Salary budgeted \$0.
- c. One (1) PC011327 LPN Staff Nurse position. Salary budgeted \$0.
- d. One (1) PC011373 LPN Staff Nurse position. Salary budgeted \$0.
- e. One (1) PC011374 LPN Staff Nurse position. Salary budgeted \$0.
- f. One (1) PC012172 RN Staff Nurse position. Salary budgeted \$0.
- g. One (1) PC012176 RN Staff Nurse position. Salary budgeted \$0.
- h. One (1) PC012177 RN Staff Nurse position. Salary budgeted \$0.

Authorize the elimination of the following positions:

- a. One (1) PC011495 Nursing Assistant position. Salary budgeted \$0.
- b. One (1) PC011496 Nursing Assistant position. Salary budgeted \$0.
- c. One (1) PC011541 Nursing Assistant position. Salary budgeted \$0.
- d. One (1) PC011604 Nursing Assistant position. Salary budgeted \$0.
- e. One (1) PC011605 Nursing Assistant position. Salary budgeted \$0.
- f. One (1) PC011606 Nursing Assistant position. Salary budgeted \$0.
- g. One (1) PC011607 Nursing Assistant position. Salary budgeted \$0.
- h. One (1) PC011608 Nursing Assistant position. Salary budgeted \$0.
- i. One (1) PC011609 Nursing Assistant position. Salary budgeted \$0.
- j. One (1) PC013080 Nursing Assistant position. Salary budgeted \$0.

18. Berks Heim – Plant Operations (53000 – 33080):

Authorize the elimination of the following positions:

- a. One (1) PC012821 Facilities Manager position. Salary budgeted \$0.
- b. One (1) PC010209 BH Maintenance II position. Salary budgeted \$0.

Adjournment.

Copies to:

Jessica Weaknecht – Director of Human Resources

Kristin Scheffler – Assistant Director of Human Resources

Robert Patrizio – Chief Financial Officer

Laura Jones – Deputy Director Budget and Finance

Ronald Seaman – Chief Administrative Officer

Pamela Shupp – Deputy Chief Administrative Officer and Economic Development Director