

Office of Human & Community Services
May 21, 2008
11:00 AM
Commissioner's Conference Room

Roll Call:

Commissioner Vincent Zapotosky
Commissioner Angela M. Zimmerlink
Commissioner Vincent A. Vicites
Deputy Controller Jeanine Wrona
Dominick Carnicella, Director of Human Resource Department
Tammy Boyle, Administrative Assistant
Michelle Shumar, Director

Consider the review and presentation of the proposed compensation plan for the Office of Human and Community Services.

Discussion:

Dominick Carnicella explained that this is a Supervisory Non Union and Non Supervisory Non Union positions and what the increases would be as proposed.

Commissioner Zimmerlink questioned what the findings are regarding the items that were removed from the agenda last salary board which have now been placed on this agenda.

Dominick Carnicella explained that the positions are part of the study that is going to be done for the Non Union employees of the county.

Commissioner Zimmerlink explained that she understood that but she was referring to the discussion that was held at the meeting that was set up with the OHCS and the Human Resource Department.

Dominick Carnicella explained that the meeting was held but the Non Union items on the agenda were not discussed. The purpose of the meeting was to discuss with the SEIU representatives the proposed salary increases for the SEIU employees at OHCS.

Michelle Shumar explained that the Compensation Plan for her department was discussed with the Human Resource Department and she has been working on the plan for over a year. There were a lot of resources involved to finalize this plan.

Commissioner Zapotosky commented that he has not seen any type of documentation from Felice & Assoc. to verify they as a professional HR firm have given their blessing on this.

Jeanine Wrona questioned the higher figures of the Union positions causing the Non Union portion of the plan needing increased to stay above the Union salaries.

Commissioner Zapotosky agreed that is why the issue of both the Union and Non Union salaries are on the agenda. Because of the increases proposed for the Union employees it would drive the increases for the Non Union employees.

Commissioner Vicites questioned if the Compensation Plan was approved at a commissioners meeting.

Michelle Shumar explained that she has been working closely with Felice & Assoc. and assumed that the Human Resource department was communicating with the commissioners.

Commissioner Vicites explained that they lead him to believe that the plan called for a change in the hierarchy.

Michelle Shumar asked if he would clarify his comment and who they were.

Commissioner Vicites explained that they is Felice and Assoc.

Commissioner Zimmerlink explained that there are other offices that have Comp Plans that are approved by the commissioners.

Commissioner Zapotosky explained that the departments Commissioner Zimmerlink is referring to is CYS and MH/MR but they are required to prepare a Compensation Plan annually.

Michelle Shumar explained that she is planning ahead for three years and need direction from the Human Resource department through the commissioner.

Commissioner Zimmerlink commented that there are other offices that prepare this type of plan and there aren't problems with the plan being approved. There will be increased services which would require additional workload on the individuals therefore this plan would only make sense.

Commissioner Zapotosky said there is a plan but it shows salary increases. Do you have to have pay increases or adjustments the language of the organizational chart? What requires the changes in the pay grades? You haven't changed this on the chart.

Commissioner Zimmerlink stated that she understands the reason for the requested change if you look at the other offices they say they can't find people to hire because of the salary that is attached to the position.

Commissioner Zapotosky stated that these are created positions these are not newly created positions.

Commissioner Zimmerlink explained that some have been posted, advertised and even filled a position with a person who had a CDL license and then left because of the salary.

Commissioners Vicites and Zapotosky would like to see a county wide external pay study done which would include the proposed non-union employees in the OHCS.

Commissioner Zapotosky explained that if Ms. Shumar is asking for specific direction then he is giving the directive to implement the Compensation Plan however he would tell her to use the that are currently be used.

Commissioner Zimmerlink explained that the situation with the Prison was similar to what Michelle is trying to do. Michelle just wants to make things fair and equitable.

Commissioner Vicites is not against it but wants it done across the board.

Commissioner Zapotosky stated that this issue was clearly discussed at the last salary board meeting and there is no reason to paint the issue with a different color. He will not do anything until there is a pay study county wide done or it can be shown where the union and non union salaries are narrowing so much then at that time we would need to do something.

Michelle Shumar explained that these are not salary increases per say but are increases due to increases in services and that two of the county commissioners should be very aware of that. There have been clientele that has added much stress to our staff complement.

Commissioner Zapotosky questioned if what Michelle is referring to issues due to commissioner inquiries on behalf of constituents.

Michelle Shumar responded that they have been given directive that they are to transport certain clients as per the commissioners.

Commissioner Zapotosky commented that he would prefer not to discuss some of the problems that exist at the FACT operation but since the subject was brought up he would like to explain that he has called to the FACT office for clients that are handicap. There is one young man who has Downs Syndrome and has been left at his place of work for over two hours. If this phone call has placed undo stress on Michelle and her staff that he would apologize however he felt that the individual should not have the stress of waiting for a ride longer then the required time.

Commissioner Zimmerlink asked Michelle to explain what she meant when she said “stress”. The stress of her staff is due to the addition of bus routes.

Michelle Shumar agreed with Commissioner Zimmerlink.

Commissioner Zapotosky explained the only reason he brought the issue up was because Michelle mentioned transports.

Commissioner Zimmerlink suggested that the board move on and wanted to hear from Pam Johnston, SEIU Chief Steward, regarding the Union positions.

Pam Johnston explained that a meet and discuss was held with Ms. Shumar and Mr. Carnicella regarding the SEIU positions that are being discussed in front of the Salary Board. Michelle explained what she intended to do with the positions and why she wants to adjust these salaries. The Union does not have a problem with what Ms. Shumar is proposing as the Union would not deny of their people having an increase in their salary. The Union does understand the burden this may cause the county financially. The

contract doesn't expire until 2009 and at that time they will be looking to adjust the SEIU employees pay scale.

Dominick Carnicella stated that the concern is if these items would be changed as far as the SEIU goes it would open the contract and this will create a problem when we are negotiating. In the contract there is a section that clearly addresses the issue of reclassifications. Appendix B Section 4 states, "Any denial of a request for a reclassification or reallocation of any employee to a pay grade and/or step cannot be grieved under the Grievance Procedure. However, any such denied requests will be considered in the negotiations for a successor Agreement."

Pam Johnston explained that they do not tell their members to file grievances but at the Third Step the grievance would go to the commissioners anyway.

Commissioner Zimmerlink asked how this request differs from when the Prison union employees were given an increase?

Dominick Carnicella explained that the Prison positions were not union.

Pam Johnston explained that if the employee is doing more work and it is justifiable then they would not deny an employee or directors request for a salary increase.

Motion to consider creating the addition of (15) Full Time Small Bus Transit Operator positions at SEIU Pay Grade 7 Step A \$9.80 per hour effective immediately.

Discussion:

The reason there is a request for additional Small Bus Transit Operators is the potential additional bus routes in the future. At this time there are 9 full time Operators and 2 part time operators. The FACT office has taken on additional Para transit routes to date. Because of the increase in fuel the sub-contracted providers have discussed either terminating the routes they run or charging far more per route in fuel charges. If created the positions would only be activated on an as needed basis.

Commissioner Zapotosky questioned if all positions were created would they be filled only by the approval of the commissioners.

Michelle Shumar responded that they would be.

Commissioner Vicites commented that he understood what Michelle is doing but questioned why we don't wait until there is a problem.

Michelle Shumar explained that there isn't a commissioners meeting until June.

Commissioner Zapotosky explained that if we don't act now we might have a problem if something would happen and we would not have drivers.

Motion to amend the original motion to read (5) additional Full Time Small Bus Transit Operator positions at pay grade 7 Step A \$9.80 per hour pending the review of the RFP's.

Motion made by Commissioner Zapotosky

Seconded made by Deputy Controller Wrona

Roll Call Vote

Zapotosky Yea

Vicites Abstain

Zimmerlink Yea

Wrona Yea

Motion carries three yeas one abstain.

Courts
May 21, 2008
11:00 AM
Commissioner's Conference Room

Roll Call:

Commissioner Vincent Zapotosky
Commissioner Angela M. Zimmerlink
Commissioner Vincent A. Vicites
Deputy Controller, Jeanine Wrona
Dominick Carnicella, Director of Human Resource Department
Tammy Boyle, Administrative Assistant
President Judge Conrad Capuzzi

Discussion regarding a pay study for management Non-Union Court employee.

President Judge Conrad Capuzzi opened discussion regarding the inequities in the present pay study especially for the court employee's non-union management. The Union employees are approaching or exceeding what management is making. There are classifications that are not correct. These issues need to be addressed but I don't know how to go about fixing this because I can only deal with the Courts. I can't make a motion for an across the board study for all non-union employees I can only address the courts. It wouldn't be fair to address the court employees and no one else

Commissioner Zapotosky clarified that at the last salary board meeting the issue of a county wide non-union employee pay study was discussed in great detail. It was asked of Felice and Associates to look at the pay study and see what the cost would be so that we have an idea what we would have to budget for the increases.

Commissioner Zimmerlink commented that she did not remember giving Felice and Associates approval to do a pay study.

Commissioner Vicites added that it was not voted on but have Felice and Associates look into it.

Commissioner Zapotosky said he would be in favor of moving on some type of pay compensation plan and if the Courts would be so kind to contribute any financial assistance. But that the salary board and commissioners need to start looking to fix the inequities not only with the court employees but also with all non-union employees in the county.

Judge Capuzzi expressed his relief as to the commissioner's interest in moving forward with a pay study countywide.

Commissioner Zimmerlink explained that the commissioners are aware of the inequities. There was a study done prior to my even come on as commissioner that wasn't fully implemented. The issue came up last meeting because a request from the Office of

Human and Community Services for their non-union employees salary increases. Commissioner Zimmerlink's feeling is that there should be a pay study done for all non-union county employees. We want the study to be fair and equitable across the board.

Judge Capuzzi stated that he did not want to make a motion or put anyone on the spot. I just want make sure that everyone is aware of the inequities.

Commissioner Zaposky assured Judge Capuzzi that the commissioners and Controller are aware of the inequities.

Commissioner Zimmerlink suggested that there be a RFP prepared for the actual study to be done.

Judge Capuzzi suggested that the salary board and commissioners get moving on this and when the pay study is prepared the Judge may be inclined to help out.

Commissioner Vicites stated that it would be professional services and would not have to be bid out. He does not know what the cost would be but it was discussed at the last meeting.

Dominick Carnicella explained that Felice and Associates implemented the last pay study in 2003. If reworked it would save time and money and could be implemented in a far more timely fashion.

Commissioner Zimmerlink stated that when she spoke with John Felice he did express interest in preparing the pay study but that it does not fall under the existing terms of his contract.

Commissioner Vicites confirmed that it does not fall under the terms of the current contract.

Judge Capuzzi stated that when the study is completed to let him know what the cost will be.

Tax Assessment
May 21, 2008
11:00 AM
Commissioner's Conference Room

Roll Call:

Commissioner Vincent Zapotosky
Commissioner Angela M. Zimmerlink
Commissioner Vincent A. Vicites
Deputy Controller Jeanine Wrona
Dominick Carnicella, Director of Human Resource Department
Tammy Boyle, Administrative Assistant
Jim Hercik, Director of Tax Assessment

Motion to consider setting the compensation rate for the Assessment Appeals Board members to \$100.00 per day per member, pursuant Purdon's PA Statutes, Section 5453.301.

Discussion:

Jim Hercik explained that he contacted 12 other counties to inquire as to what the compensation is for their Appeals Board members. He has provided the comparison sheet to the salary board for the members to review. The original compensation fee was \$80.00 per day but in 2001 we increased it when we brought on the Auxiliary Board to \$100.00. I am recommending that we pay the \$100.00 per day and it would come from unappropriated funds.

Motion made by Commissioner Vicites
Seconded by Commissioner Zapotosky

Roll Call Vote

Commissioner Zapotosky	Yea
Commissioner Vicites	Yea
Commissioner Zimmerlink	Nay
Deputy Controller Wrona	Yea

Motion carries three Yeas and one Nay