

Berks County Salary Board

Thursday, May 2, 2024

The Berks County Salary Board members met on Thursday, May 2, 2024, at 8:30 am in the Commissioners' Board Room on the 13th floor of the Berks County Services Center and through a Microsoft Teams Live Event virtual meeting, pursuant to due notice to the Board members and the public. Controller Joseph E. Rudderow called the meeting to order with Commissioner Christian Y. Leinbach, Commissioner Michael S. Rivera, Commissioner Dante Santoni, and County Solicitor Christine M. Sadler in attendance.

The minutes from the April 4, 2024 Salary Board meeting were approved as presented.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item that was tabled during the April 4, 2024 Salary Board was brought forth from the table for Salary Board action.

Old Business:

Budget and Finance (10000 – 11400):

Resume discussion of the creation of one (1) Fiscal Manager – CYS position. Salary Range Minimum \$60,307; Midpoint \$75,383; Maximum \$90,460.

Controller Rudderow stated there are challenges with this position in which the Controller's Office is aware. He voiced concern to the Chief Operations Officer Team, about the resolution before us. This option may fix this situation, but it may not be ideal for all Department Fiscal Manager positions. Controller Rudderow supports the Fiscal Manager – CYS change but he would like to see how this will work for the future.

On motion by Commissioner Leinbach, seconded by Commissioner Rivera, the following item was unanimously approved:

Budget and Finance (10000 – 11400):

Authorize the creation of one (1) Fiscal Manager – CYS position. Salary Range Minimum \$60,307; Midpoint \$75,383; Maximum \$90,460.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item that was tabled during the April 4, 2024 Salary Board was brought forth from the table for Salary Board action.

Old Business:

Children and Youth Services (22000 – 23200):

Resume discussion of the elimination of one (1) PC013464 Fiscal Officer position. Salary budgeted \$73,762.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

Children and Youth Services (22000 – 23200):

Authorize the elimination of one (1) PC013464 Fiscal Officer position. Salary budgeted \$73,762.

New Business:

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

Mailroom / Print Center (10000 – 11160):

Authorize the elimination of one (1) PC012935 Part-time Mailroom Assistant position. Salary Budgeted \$17,672.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

Mailroom / Print Center (10000 – 11160):

Authorize the creation of one (1) Mailroom / Print Center Coordinator position. Salary Range Minimum \$43,193; Midpoint \$51,822; Maximum \$60,450.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was approved, with Controller Rudderow voting against the action:

Budget and Finance (10000 – 11400):

Authorize the creation of one (1) Fiscal Manager – Youth Shelter Care position. Salary Range Minimum \$60,307; Midpoint \$75,383; Maximum \$90,460.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

Veterans Affairs (10000 – 16030):

Authorize the creation of one (1) Veterans Service Officer position. Starting rate of \$21.67; After 1 year rate \$22.35; After 2 year rate \$23.01; After 3 year rate \$23.73; After 4 year rate \$24.47; After 5 year rate \$25.21; After 6 year rate \$26.00.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

Workforce Development Board (25000 – 26660):

Authorize the elimination of one (1) PC011916 Office Support IV position. Salary Budgeted \$59,519.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

Workforce Development Board (25000 – 26660):

Authorize the creation of one (1) Program Coordinator position. Starting rate of \$26.57; After 1 year rate \$27.39; After 2 year rate \$28.22; After 3 year rate \$29.16; After 4 year rate \$30.02; After 5 year rate \$30.96; After 6 year rate \$31.92.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of one (1) Executive Director position. Salary Range Minimum \$83,764; Midpoint \$104,705; Maximum \$125,646.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of one (1) Deputy Director – Programs position. Salary Range Minimum \$68,271; Midpoint \$85,338; Maximum \$102,406.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of eight (8) Supervisor – Shelter Program positions. Salary Range Minimum \$54,912; Midpoint \$65,881; Maximum \$76,850.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of one (1) Account Clerk III position. Starting rate of \$25.07; After 1 year rate \$25.88; After 2 year rate \$26.62; After 3 year rate \$27.43; After 4 year rate \$28.29; After 5 year rate \$29.20; After 6 year rate \$30.07.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of one (1) Shelter Care Caseworker position. Starting rate of \$25.97; After 1 year rate \$26.81; After 2 year rate \$27.60; After 3 year rate \$28.48; After 4 year rate \$29.35; After 5 year rate \$30.23; After 6 year rate \$31.21.

On motion by Commissioner Santoni, seconded by Commissioner Rivera, the following item was unanimously approved:

County of Berks Youth Shelter (26141 – 23300):

Authorize the creation of twenty-six (26) Shelter Care Counselor positions. Starting rate of \$23.01; After 1 year rate \$23.78; After 2 year rate \$24.50; After 3 year rate \$25.21; After 4 year rate \$26.02; After 5 year rate \$26.83; After 6 year rate \$27.63.

On motion by Commissioner Rivera, seconded by Commissioner Santoni, the following 62 positions were unanimously approved to eliminate:

Berks County Residential Center (52013 – 32200):

Authorize the elimination of the following positions:

- a. One (1) PC011070 Executive Director position. Salary Budgeted \$111,217.
- b. One (1) PC012859 Program Director position. Salary budgeted \$0.
- c. One (1) PC012850 Fiscal Operations Manager position. Salary budgeted \$0.
- d. One (1) PC013050 Recreational Coordinator position. Salary budgeted \$0.
- e. One (1) PC012840 Account Clerk III position. Salary budgeted \$0.
- f. One (1) PC012841 Resident Care Counselor/Maintenance position. Salary budgeted \$0.

Commissioner Leinbach commented the elimination of the Executive Director is a transfer of the Executive Director position from Berks County Residential Center to the County of Berks Youth Shelter Program.

Authorize the elimination of the following forty-one (41) Resident Care Counselor positions:

- a. One (1) PC012274 Resident Care Counselor position. Salary budgeted \$0.
- b. One (1) PC012275 Resident Care Counselor position. Salary budgeted \$0.
- c. One (1) PC012276 Resident Care Counselor position. Salary budgeted \$0.
- d. One (1) PC012277 Resident Care Counselor position. Salary budgeted \$0.
- e. One (1) PC012278 Resident Care Counselor position. Salary budgeted \$0.
- f. One (1) PC012279 Resident Care Counselor position. Salary budgeted \$0.
- g. One (1) PC012298 Resident Care Counselor position. Salary budgeted \$0.
- h. One (1) PC013036 Resident Care Counselor position. Salary budgeted \$0.
- i. One (1) PC013037 Resident Care Counselor position. Salary budgeted \$0.
- j. One (1) PC012293 Resident Care Counselor position. Salary budgeted \$0.
- k. One (1) PC013038 Resident Care Counselor position. Salary budgeted \$0.
- l. One (1) PC012301 Resident Care Counselor position. Salary budgeted \$0.
- m. One (1) PC012302 Resident Care Counselor position. Salary budgeted \$0.
- n. One (1) PC012294 Resident Care Counselor position. Salary budgeted \$0.
- o. One (1) PC012280 Resident Care Counselor position. Salary budgeted \$0.
- p. One (1) PC012281 Resident Care Counselor position. Salary budgeted \$0.
- q. One (1) PC012282 Resident Care Counselor position. Salary budgeted \$0.
- r. One (1) PC012284 Resident Care Counselor position. Salary budgeted \$0.
- s. One (1) PC012285 Resident Care Counselor position. Salary budgeted \$0.
- t. One (1) PC012286 Resident Care Counselor position. Salary budgeted \$0.
- u. One (1) PC012287 Resident Care Counselor position. Salary budgeted \$0.
- v. One (1) PC012292 Resident Care Counselor position. Salary budgeted \$0.

- w. One (1) PC012283 Resident Care Counselor position. Salary budgeted \$0.
- x. One (1) PC012288 Resident Care Counselor position. Salary budgeted \$0.
- y. One (1) PC012290 Resident Care Counselor position. Salary budgeted \$0.
- z. One (1) PC012291 Resident Care Counselor position. Salary budgeted \$0.
- aa. One (1) PC012299 Resident Care Counselor position. Salary budgeted \$0.
- bb. One (1) PC013039 Resident Care Counselor position. Salary budgeted \$0.
- cc. One (1) PC012295 Resident Care Counselor position. Salary budgeted \$0.
- dd. One (1) PC012303 Resident Care Counselor position. Salary budgeted \$0.
- ee. One (1) PC012305 Resident Care Counselor position. Salary budgeted \$0.
- ff. One (1) PC012306 Resident Care Counselor position. Salary budgeted \$0.
- gg. One (1) PC012296 Resident Care Counselor position. Salary budgeted \$0.
- hh. One (1) PC013042 Resident Care Counselor position. Salary budgeted \$0.
- ii. One (1) PC013043 Resident Care Counselor position. Salary budgeted \$0.
- jj. One (1) PC013045 Resident Care Counselor position. Salary budgeted \$0.
- kk. One (1) PC013046 Resident Care Counselor position. Salary budgeted \$0.
- ll. One (1) PC012297 Resident Care Counselor position. Salary budgeted \$0.
- mm. One (1) PC013529 Resident Care Counselor position. Salary budgeted \$0.
- nn. One (1) PC012300 Resident Care Counselor position. Salary budgeted \$0.
- oo. One (1) PC012289 Resident Care Counselor position. Salary budgeted \$0.

Authorize the elimination of the following four (4) Resident Care Counselor/Kitchen positions:

- a. One (1) PC012832 Resident Care Counselor/Kitchen position. Salary budgeted \$0.
- b. One (1) PC012833 Resident Care Counselor/Kitchen position. Salary budgeted \$0.
- c. One (1) PC012834 Resident Care Counselor/Kitchen position. Salary budgeted \$0.
- d. One (1) PC012835 Resident Care Counselor/Kitchen position. Salary budgeted \$0.

Authorize the elimination of the following two (2) Resident Care Caseworker positions:

- a. One (1) PC012271 Resident Care Caseworker position. Salary Budgeted \$0.
- b. One (1) PC012270 Resident Care Caseworker position. Salary Budgeted \$0

Authorize the elimination of the following nine (9) Resident Center Supervisor positions:

- a. One (1) PC012632 Resident Center Supervisor position. Salary budgeted \$72,501.
- b. One (1) PC013051 Resident Center Supervisor position. Salary budgeted \$72,501.
- c. One (1) PC012626 Resident Center Supervisor position. Salary budgeted \$0.
- d. One (1) PC012627 Resident Center Supervisor position. Salary budgeted \$0.
- e. One (1) PC012628 Resident Center Supervisor position. Salary budgeted \$0.
- f. One (1) PC012629 Resident Center Supervisor position. Salary budgeted \$0.
- g. One (1) PC012630 Resident Center Supervisor position. Salary budgeted \$0.
- h. One (1) PC012631 Resident Center Supervisor position. Salary budgeted \$0.
- i. One (1) PC012633 Resident Center Supervisor position. Salary budgeted \$0.

Controller Rudderow requested if it is possible to get the Salary Board Agenda sooner than Tuesday at 3:00 pm. He was not privy to the history. If he could have the agenda a week in advance, requesting at least Monday by noon. He is open to discussions prior to Salary Board meetings. Commissioner Leinbach responded that Human Resources sends out the background and overview to the Salary Board members.

Chief Human Resources Officer Jessica D. Weaknecht responded that Human Resources will work to get it out sooner, preferably Monday by noon. She emphasized to please reach out to her if any members have questions about the Salary Board Agenda items.

Controller Rudderow questioned why his request for an additional Account Clerk II position is not on the May's Salary Board Agenda. The burden to process Accounts Payable is falling on one person. Controller Rudderow has concerns and disappointments if his request is not listed for next Salary Board meeting. He would like to be more involved in the process and stressed better communication from Vacancy Review about the status of the request.

With no public comment and with no further business to come before the Board, the meeting was adjourned at 8:53 am.

Respectfully Submitted,

Betsy E. Kartsotis, Human Resources