

Berks County Salary Board

Thursday, December 12, 2024

The Berks County Salary Board members met on Thursday, December 12, 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. Commissioner Michael S. Rivera called the meeting to order with Commissioner Dante Santoni, Controller Joseph E. Rudderow, County Solicitor Christine M. Sadler and Acting Sheriff Mandy P. Miller in attendance.

The minutes from the November 7, 2024 Salary Board meeting were approved as presented.

Commissioner Rivera commented if there were no objection, he would like to review the items as a group instead on individual review of each item. No objections were made.

On motion by Controller Rudderow, seconded by Commissioner Santoni, the following items were unanimously approved:

Information Systems (10000 – 11170):

Authorize the elimination of the following positions:

- a. One (1) PC013494 Developer Analyst – Part time position. Salary budgeted \$51,601.
- b. One (1) PC013502 Implementation Specialist – Part time position. Salary budgeted \$34,144.

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

Human Resources (10000 – 11410):

- a. Authorize the elimination of one (1) PC011981 Payroll Analyst position. Salary budgeted \$58,913.

Controller Rudderow questioned if this is a vacant position? Chief Human Resources Officer Jessica D. Weaknecht responded that the position has been vacant for over a year and that she no longer needs the position.

On motion by Controller Rudderow, seconded by Commissioner Santoni, the following items were unanimously approved:

Adult Probation Office (10000 – 12010):

Authorize the elimination of the following Pool positions:

- a. One (1) PC010708 Crew Leader position. Salary budgeted \$0.
- b. One (1) PC010709 Crew Leader position. Salary budgeted \$0.
- c. One (1) PC010710 Crew Leader position. Salary budgeted \$0.
- d. One (1) PC010711 Crew Leader position. Salary budgeted \$0.

On motion by Acting Sheriff Miller, seconded by Commissioner Santoni, the following items were unanimously approved:

Sheriff's Office (10000 – 11510):

- a. Authorize the elimination of one (1) PC012995 Administrative Assistant position. Salary budgeted \$56,235.
- b. Authorize the elimination of one (1) PC010191 Assistant Real Estate Administrator position. Salary budgeted \$63,907.
- c. Authorize the creation of one (1) Office Manager positions. Salary Range Minimum \$51,257; Midpoint \$64,071; Maximum \$76,885.
- d. Approve the evaluation of one (1) PC012128 Real Estate Administrator position. Salary Range Minimum \$51,836; Midpoint \$64,795; Maximum \$77,754.

Controller Rudderow questioned what does it mean to evaluate a position? Chief Human Resources Officer Jessica D. Weaknecht responded that the process to evaluate the Real Estate Administrator position was determined by a request to re-organize some of the functions that were previously under the position. As a result, a different evaluation was determined for the position which changed the salary range. Some of the previous functions are being absorbed by the new Office manager position. Resulting in the above changes. Controller Rudderow re-affirmed, the two elimination, one creation and one evaluation.

On motion by Commissioner Santoni, seconded by Controller Rudderow, the following items were unanimously approved:

Parks Department (10000 – 16070):

Authorize the elimination of the following positions:

- a. One (1) PC013034 Assistant Environmental Educator – Part time position. Salary budgeted \$19,425.
- b. One (1) PC012222 Park Maintenance – Part time position. Salary budgeted \$14,925.
- c. One (1) PC012223 Park Maintenance – Part time position. Salary budgeted \$14,925.

On motion by Controller Rudderow, seconded by Commissioner Santoni, the following items were unanimously approved:

Children and Youth Services (22000 – 23200):

Authorize the elimination of the following positions:

- a. One (1) PC010569 County Caseworker II position. Salary budgeted \$48,954.
- b. One (1) PC010556 County Caseworker II position. Salary budgeted \$49,964.
- c. One (1) PC010655 County Caseworker Supervisor I position. Salary budgeted \$69,264.

Controller Rudderow asked why are these positions being eliminated? Chief Human Resources Officer Jessica D. Weaknecht responded that Children and Youth Services has outsourced many of the functions of these position, which is why they are being eliminated.

With no public comment and with no further business to come before the Board, the meeting was adjourned at 8:37 am.

Respectfully Submitted,

Betsy E. Kartsothis, Human Resources