

PERSONNEL COMMITTEE

Erie County Council

View More at

www.eriecountypa.gov

Public is invited to attend.



Terry M. Scutella, Chairman
Charlie Bayle, Vice Chairman
André R. Horton
Mary Rennie
Ellen Schauerma
Brian Shank
Jim Winarski

Erie County Courthouse
140 West 6th St, Room 114A
Erie, PA 16501

4:15 PM – follows immediately after Finance Meeting

August 31, 2022

<https://us02web.zoom.us/j/89529312862?pwd=ZWk0TDZaQWN6dFFMZUkwRlIObFI4UT09>

Meeting ID: 895 2931 2862

Passcode: 083122

Or Call In: +1 929 205 6099

PERSONNEL AGENDA

1. Ordinance Number 105, 2022 "2022 Public Health Fund Budget Revised Expenditures of \$14,932 for Elimination of Epidemiological Research Assistant Position and Creation of Public Health Preparedness Coordinator Position" (First Read 8/16/22)
This position will work in partnership with the current Public Health Preparedness Coordinator to expand the Health Department's capacity for emergency responses, conducting drills and exercises, participating with the County, community partners for preparedness planning, as well as working with the State Department of Health for emergency preparedness. There is enough savings from elimination of this vacant position in bureau 018015 to cover the creation of the position.
2. Ordinance Number _____, 2022, "_____ 2022 General Fund Budget Supplemental Appropriation of \$2,279 for Manager of Facilities & Operations Salary Increase
The increase is in the middle of the salary range that J. L. Nick feels is the fair market value for the position.
3. Ordinance Number _____, 2022, "_____ 2022 General Fund Budget Supplemental Appropriation of \$3,236 for Job Reclassification in the Procurement Office"
The Occupant of this position has taken on additional responsibilities that have increased the workload to a Senior Buyer position. The increase is on the lower side of the salary range that J. L. Nick feels is the fair market value for the position.
4. Ordinance Number _____, 2022, "_____ 2022 General Fund Budget Supplemental Appropriation of \$2,137 for Supervisor of Revenue/Tax Claim Salary Increase.
This position oversees the revenue for the entire county and has not had a negative budget over 18 years, returning \$900k to the county last year. The increase is on the lower side of the salary range that J. L. Nick feels is the fair market value for the position.

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5. Ordinance Number ___, 2022 "2022 General Fund Budget Revised Expenditures of \$4,661 for Manager and Assistant Manager Salary Increases in General Accounting"
The increases are due to additional responsibilities for both positions. The increase for the Manager is below the fair market value for the position and the Assistant is slightly above the fair market value per the J.L. Nick evaluation.
6. Ordinance Number ___, 2022, "___ 2022 Planning Fund Budget Supplemental Appropriation of \$3,576 for Job Reclassification in Planning Administration Department
This is a reclassification from a Grant Writer Grade 10 to a Senior Grants Coordinator Grade 14E. The increase is below the salary range that J. L. Nick feels is the fair market value for the position.
7. Ordinance Number ___, 2022, "___ 2022 General Fund Budget Supplemental Appropriation of \$3,576 for Job Reclassification In Planning Administration Department.
This is a companion piece on the General fund side to the previous ordinance.
8. Ordinance Number ___, 2022 "Waiver of Personnel Code to Change EMS Plan Administrator Position from NB13 to NB15 Grade"
The County Council adopted an ordinance on March 1, 2022 creating the EMS Plan Administrator position. The position has not garnered qualified applicants at its current pay grade, NB-13. The Department of Public Safety is therefore requesting a reclassification of the job to a NB-15.
9. Ordinance Number ___, 2022 "2022 Public Health Fund Budget Revised Expenditures of \$39,800 for Environmental Position Classification Change from Non-bargaining to Bargaining"
This is to rectify a previous error in classification.
10. Ordinance Number ___, 2022 "2022 Planning Fund Budget Revised Expenditures of \$15,839.07 for Reclass of Wages to CDBG Millcreek Covid Program and Creation of New Line Items"
This is the remaining balance of Millcreek Admin Covid funding that must be used by 12/31/22.

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11. "2022 Appointed Official's Salary Ordinance, Director Of Finance"
Adequate funds have already been previously budgeted for this position.
12. Possible appointment of Kurt E. Hersch to the Erie County Community College Board of Trustees. Term to expire on August 31, 2028. (Councilman Scutella)
This will be the first term for Mr. Hersch, representing District 1.