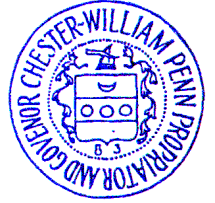




THE COUNTY OF CHESTER



COMMISSIONERS
Marian D. Moskowitz
Josh Maxwell
Michelle Kichline

OFFICE OF THE COMMISSIONERS
313 W. Market Street, Suite 6202
P.O. Box 2748
West Chester, PA 19380-0991
(610) 344-6100

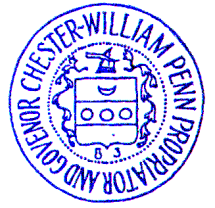
AGENDA **SALARY BOARD**

April 7, 2022

- 1. CALL MEETING TO ORDER**
- 2. ANNOUNCEMENTS**
- 3. MINUTES OF PREVIOUS MEETING**
 - March 3, 2022
- 4. PUBLIC COMMENT ON THE AGENDA**
- 5. ADOPTION OF AGENDA**
- 6. OLD BUSINESS** – There are no items of old business.
- 7. NEW BUSINESS**
 - a. New Positions**
It is recommended that the Salary Board approve the attached new positions.
 - b. Position Changes**
It is recommended that the Salary Board approve the attached position changes.
 - c. Salary Ranges**
It is recommended that the Salary Board approve the attached proposed salary ranges (addendum 1).
 - d. Job Reclassifications**
It is recommended that the Salary Board approve the attached proposed job reclassifications (addendum 2).
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**



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SALARY BOARD MINUTES

March 3, 2022

1. CALL MEETING TO ORDER

Chair Marian D. Moskowitz of the Chester County Board of Commissioners called the Salary Board Meeting to order on Thursday, March 3, 2022 at 11:37 AM in the Commissioners' Boardroom. Commissioner Josh Maxwell, Commissioner Michelle Kichline, and Controller Margaret Reif were also present.

CALL TO ORDER

2. ANNOUNCEMENTS

There were no announcements.

ANNOUNCEMENTS

3. MINUTES OF PREVIOUS MEETING

Commissioner Maxwell made a motion to approve the Salary Board minutes from the last meeting on February 10, 2022. Commissioner Kichline seconded the motion. Motion carried to approve the minutes from the February 10, 2022 Salary Board Meeting.

MINUTES APPROVED

4. PUBLIC COMMENT ON AGENDA

There was no public comment on agenda items.

PUBLIC COMMENT

5. ADOPTION OF AGENDA

Controller Reif made a motion to adopt the agenda. Commissioner Kichline seconded the motion. Motion carried to adopt the March 3, 2022 Salary Board Agenda.

ADOPTION OF AGENDA

6. OLD BUSINESS

There were no items of old business.

OLD BUSINESS

7. NEW BUSINESS

NEW BUSINESS

a. Position Changes

Commissioner Kichline made a motion to approve the position changes listed on the Salary Board agenda, which was seconded by Controller Reif. Motion carried to approve the position changes on the Salary Board agenda.

Position Changes

8. PUBLIC COMMENT

Eric Roe, Administrative Analyst to Commissioner Kichline, announced his resignation and expressed his gratitude and thanks to the Board and the County. The Board reciprocated thanks to Eric.

PUBLIC COMMENT

There was no further public comment.

9. ADJOURNMENT

Chair Moskowitz made a motion to adjourn, which was seconded by Commissioner Kichline. Meeting adjourned at 11:42AM.

A handwritten signature in black ink, appearing to read 'T. Pettit', with a stylized flourish at the end.

Taken by Taylor Pettit

On behalf of Chief Clerk Robert J. Kagel

ADJOURNMENT

COUNTY OF CHESTER
Salary Board
Meeting Date - 04/07/2022

New Positions

1.	Position Number:	00004379	SSS IV	F/T	Reg
	Department :	132000	- Register of Wills/Orphans' Crt		
	Job/Title :	040780	- SSS IV		
	Prior Job/TITLE:		-		
	Effective Date :	04/09/2022			
	Through Date :				New Position

COUNTY OF CHESTER
Salary Board
Meeting Date - 04/07/2022

Position Change

2.	Position Number:	00000444	SSS V	F/T	Reg
	Department :	453205	- Chester County Youth Center		
	JOB/TITLE :	040513	- SSS V		
	Prior Job/TITLE:	040650	- Youth Center Officer I		
	Effective Date :	04/09/2022			Job Re-Classification
3.	Position Number:	00001059	SSS VI	F/T	Reg
	Department :	065000	- Public Defender		
	JOB/TITLE :	040360	- SSS VI		
	Prior Job/TITLE:	040510	- SSS V		
	Effective Date :	04/09/2022			Job Re-Classification
4.	Position Number:	00001335	Attorney IV	F/T	Reg
	Department :	060000	- Solicitor		
	JOB/TITLE :	020080	- Attorney IV		
	Prior Job/TITLE:	020262	- Attorney III		
	Effective Date :	04/09/2022			Job Re-Classification
5.	Position Number:	00001365	Account Clerk III	F/T	Reg
	Department :	055000	- Controller		
	JOB/TITLE :	040450	- Account Clerk III		
	Prior Job/TITLE:	030420	- Accountant II		
	Effective Date :	05/07/2022			Job Re-Classification
6.	Position Number:	00001514	D J Clerk I	F/T	Reg
	Department :	124207	- Dist Court 15-2-07 Uwchlan		
	JOB/TITLE :	041150	- D J Clerk I		
	Prior Job/TITLE:	040590	- D J Clerk II		
	Effective Date :	04/09/2022			Job Re-Classification
7.	Position Number:	00002493	Account Clerk III	F/T	Reg
	Department :	132000	- Register of Wills/Orphans' Crt		
	JOB/TITLE :	040450	- Account Clerk III		
	Prior Job/TITLE:	040055	- Account Clerk IV		
	Effective Date :	04/09/2022			Job Re-Classification
8.	Position Number:	00003612	Attorney II	F/T	Reg
	Department :	065000	- Public Defender		
	JOB/TITLE :	030081	- Attorney II		
	Prior Job/TITLE:	020261	- Attorney III		
	Effective Date :	04/09/2022			Job Re-Classification

Addendum 2

Job Code	Job Title	Grade	New Grade
030868	Juvenile Court Paralegal	E01	N06
020615	Admin Support/Svc Coord	E02	E03
021112	Contracts & Purch Coord	E02	E03
020978	Diversions Programs Investig	E02	E03
030350	Librarian II	E02	E03
030420	Accountant II	E03	E05
030510	Accountant II	E03	E05
030543	Administrative Analyst	E03	E03
030490	Fiscal Officer II	E03	E05
030150	Librarian III	E03	E05
030126	Accountant III	E04	E06
030018	Accountant III	E04	E06
020186	Administrative/HR Supervisor	E04	E04
020184	Administrative/HR Supervisor	E04	E04
030627	Buyer II	E04	E05
020872	Clerical and Technology Sup	E04	E03
030022	Conservation Engineer	E04	E64
030220	Financial Analyst	E04	E05
030222	Financial Analyst - Hotel Tax	E04	E07
020962	Financial Coordinator	E04	E05
030491	Fiscal Officer III	E04	E06
030023	Stormwater Engineer	E04	E64
020313	Accounting Supervisor	E05	E06
020619	Asst Director Voter Services	E05	E06
010440	Chief Deputy Sheriff	E05	E07
010480	Deputy Clerk Of Courts	E05	E06
010460	Deputy Prothonotary	E05	E06
010490	Deputy Recorder Of Deeds	E05	E06
010470	Deputy Register Of Wills	E05	E06
010450	Deputy Treasurer	E05	E06
020190	Librarian IV	E05	E06
030021	Professional Engineer	E05	E07
020037	Risk Manager	E05	E06
030139	Senior Government Accountant	E05	E07
020360	Accounting Manager	E06	E08
020395	Accounts Payable Manager	E06	E08
020370	Agricultural Prgm Coord	E06	E07
020364	Audit Manager	E06	E08
031361	COVID-19 Recovery Program Mgr	E06	E07
020310	Manager, Finance & Admin Svcs	E06	E07
020850	Payroll Manager	E06	E08
031360	Senior Financial Analyst	E06	E07
020067	Agricultural Plng Director	E07	E08

030101	Area Manager	E07	E08
030090	Area Manager	E07	E08
030427	Compensation Manager	E07	E08
010280	Deputy Controller	E07	E09
030005	Deputy Director Facilities	E07	E08
010350	Librarian V	E07	E08
030347	Management Data ProjectManager	E07	E08
020060	Planning Services Director	E07	E08
031362	Sr Financial Analyst/Assistant	E07	E08
020066	Sustainability Director	E07	E08
020063	Technical Services Director	E07	E08
020061	Transportation Svcs Director	E07	E08
010180	Assistant Planning Dir	E08	E09
020277	Deputy Dir Enterprise Systems	E08	E09
020177	Deputy Director of HR	E08	E09
010360	Detective Lieutenant	E08	E10
010355	HS Fiscal Operations Director	E08	E09
020043	Public Health Physician	E08	E10
041290	Account Clerk I	N02	N03
041150	D J Clerk I	N02	N03
041210	Interviewer Verifier /Pd	N02	N03
041319	Library Assist II	N02	N03
041122	SSS III	N02	N03
041120	SSS III	N02	N03
041123	SSS III	N02	N03
040870	Account Clerk II	N03	N04
040875	Account Clerk II	N03	N04
040877	Acct Clk II-Financial	N03	N04
030923	Admissions Liaison	N03	N06
040910	Fiscal Technician	N03	N04
040790	I&R Specialist - Aging	N03	N04
040778	Legal Staff Support Clerk	N03	N04
040830	Library Assistant III	N03	N05
048573	Protective Serv Sup Assistant	N03	N04
040780	SSS IV	N03	N04
040783	SSS IV	N03	N04
040510	SSS V	N03	N05
040450	Account Clerk III	N04	N06
040590	D J Clerk II	N04	N05
040914	Fiscal Technician II	N04	N05
040236	HS Account Clerk III	N04	N06
040272	Intake Coordinator	N04	N06
040453	Payroll Coordinator I	N04	N05
040510	SSS V	N04	N05
040585	SSS V	N04	N05
040591	SSS V	N04	N05
040513	SSS V	N04	N05

030860	Accountant I	N05	N09
020345	Autopsy Technician	N05	N06
020342	Coroner's Investigator	N05	N06
040950	Deputy Sheriff I	N05	N06
040140	Benefits Administrator I	N06	N08
040145	Contracts & Purchsng Tech II	N06	E03
040142	Human Resources Tech II	N06	N08
040380	Library Assistant IV	N06	N08
040610	Real Estate Appraiser II	N06	N08
030675	Registered Nurse- Aging	N06	N09
040151	Special Projects Coordinator	N06	N07
040360	SSS VI	N06	N07
040362	SSS VI	N06	N07
020609	Admin Support Servcs Coord I	N07	N08
040223	Clinical CDM	N07	N08
040053	Judicial Secretary	N07	N08
040055	Account Clerk IV	N08	N07
040058	Account Clerk IV	N08	N07
040161	Admin Assistant/Strategic Plng	N08	N09
040611	Appeals/Act 319 Coordinator	N08	N09
040141	Benefits Administrator II	N08	N09
040347	Commercial/Industr Specialist	N08	N09
040685	Deputy Sheriff III	N08	N09
020439	Disease&Surveillance Invstgatr	N08	N07
040149	Document Recording Specialist	N08	N07
040175	Fiscal & Personnel Liaison I	N08	N07
040842	Human Resources Analyst II	N08	N09
040035	Operations Communication Spec	N08	N07
040190	Platoon Leader	N08	N09
040345	Real Estate Appraiser III	N08	N09
020283	GIS Analyst III	N09	N08
040025	GIS Specialist III	N09	N08
040036	Operations Comm Supervisor	N09	N08
030573	Prks & Trails Main Sup - N Reg	N09	N08
030572	Prks & Trails Main Sup - S Reg	N09	N08
030980	Court Reporter I	N10	N09
040095	Election Supervisor	N10	N09
030083	Business Unit Analyst	N11	N10
020273	Database Administrator	N11	N10
020334	Forensic Analyst	N11	N10
020447	GIS Tech/Database Administratr	N11	N10
030084	Production Support Analyst I	N11	N10
030086	Production Support Analyst I	N11	N10
030088	Systems Analyst I	N11	N10