

Allegheny County Council

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Meeting Minutes

Thursday, September 5, 2019

4:00 PM

Conference Room 1

Executive Committee

DeWitt Walton, Chair; John DeFazio, Sam DeMarco, Nick Futules, Cindy Kirk, Bob Macey and Robert Palmosina, Members

I. Call to Order

The meeting was called to order at 4:01.

Invited Guests:

Mr. Barker and Mr. Varhola were present from the Office of County Council.

II. Roll Call

Members Present: 2 - Nick Futules and DeWitt Walton

Members Absent: 5 - John DeFazio, Sam DeMarco, Cindy Kirk, Bob Macey and Robert Palmosina

Members 1 - Sue Means

Non-Members:

III. Approval of Minutes**IV. Agenda Items****Discussion Topic - Staff Vacancy Posting**

The Chair noted that Mr. Pittman's last day in the Office of County Council is scheduled to be Friday, September 6, commented favorably on his service, and expressed a desire to post the position within the next week and with a three week application deadline, which would place interviews sometime in the early part of October.

The Chair and Mr. Futules discussed the potential salary range for the position; the Chair noted that he would propose a salary range of \$37,500 to \$65,000, subject to the cap for the position.

Ms. Means, Mr. Futules and Mr. Varhola discussed prior practice regarding publishing a salary range with the posting. The Chair noted that the lower end of his proposed range would equate to a salary of just over \$18.00 per hour.

Mr. Futules and Mr. Varhola discussed prerequisites for the position.

Mr. Futules indicated that his thought was to advertise the Administrative Assistant position with an eye toward moving that person into Mr. Pittman's position over time, rather than trying to find an ideal fit for a specialized position from the start. The Chair indicated that his desire would be to post the position actually being vacated by Mr. Pittman and proceed from there.

In response to a question from Ms. Means, the Chair described the publications at which the position would be posted.

The Chair and Mr. Futules discussed the notion of establishing a probationary period and the relevance of performance evaluations to the prospective new employee, with the Chair noting that there was no specific evaluation period established when the Committee discussed staff evaluations previously, and that the critical consideration from his standpoint is whether the person in question can do the work as assigned or not. Mr. Varhola suggested that probationary periods may run afoul of the County personnel handbook in his opinion.

The Chair indicated that his desire is to adhere to objective performance measurements rather than subjective performance measurements.

The Chair recommended posting the position and hammering out the details over the coming few weeks. Mr. Futules moved to do so, the Chair seconded, and the motion carried by a vote of 2-0.

V. Adjournment

The meeting was adjourned at 4:15.