

MINUTES OF THE STATE PERSONNEL BOARD
September 16, 2010
Charleston, West Virginia

The State Personnel Board met on September 16, 2010, at 2:00 p.m. to conduct business and to consider other administrative matters. Participants were Robert W. Ferguson, Jr., Chairman, and members, Sharon Lynch (via telephone), Eugene Stump, Mark Carbone, and Beth Walker. Others in attendance included: Sara Walker, Director of the Division of Personnel; Joe Thomas, Assistant Director of Employee Relations; Tari McClintock Crouse, Assistant Director of Employee Communications and Information; Evelyn Davis, Assistant Director of Organization and Human Resource Development; Lynn Schillings, Personnel Specialist, Senior of Internal Employee Placement; Debbie Anderson, Personnel Specialist, Senior of Classification and Compensation; Brian Holmes, Personnel Specialist of Employee Relations; and, Elizabeth Williams, Interim Secretary to the Board.

APPROVAL OF MINUTES

The members of the Board received the minutes from the August 19, 2010, meeting prior to this meeting. Mr. Stump moved to accept the minutes as written for the August 19, 2010, meeting. Ms. Walker seconded the motion. The Board approved the August 19, 2010, minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

MARSHALL COUNTY HEALTH DEPARTMENT

Upon motion of Mr. Stump, seconded by Mr. Carbone, the State Personnel Board approved proposal #2544, to implement a 3% across-the-board, base-building salary adjustment for all classified employees of the Marshall County Health Department, to be effective October 1, 2010. Approval is contingent upon receipt of approved Marshall County Health Department board meeting minutes dated August 20, 2010. Tari Crouse, Assistant Director of Employee Communications and Information, presented the proposal.

MUNICIPAL BOND COMMISSION

Upon motion of Mr. Carbone, seconded by Ms. Walker, the State Personnel Board approved proposal #2545, to increase the pay grade of the classification of Executive Director, Municipal Bond Commission from pay grade 16 (\$33,036 – 61,128) to pay grade 18 (\$37,140 – 68,712), to be effective September 1, 2010. The members of the Municipal Bond Commission are authorized by statute (West Virginia code §13-3-3) to set the compensation for the Executive Director. Debbie Anderson, Personnel Specialist, Senior the Classification and Compensation, presented the proposal.

OTHER BUSINESS

Upon motion of Ms. Walker, seconded by Mr. Carbone, the State Personnel Board acknowledged receipt of an updated Salary Exemption List from the West Virginia Health Care Authority.

The Department of Health and Human Resources, Bureau of Children and Families requested that the State Personnel Board review its determination regarding the proposed secondary employment request made by Ms. Tammy Frazer. Upon request of Division of Personnel staff for follow-up information for the Board's review, the Department of Health and Human Resources determined that no review was necessary, as they are confident no conflict exists.


With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for October 21, 2010 at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.



**Robert W. Ferguson, Jr., Chairman
State Personnel Board**



**Elizabeth A. Williams, Interim Secretary
State Personnel Board**