

MINUTES OF THE STATE PERSONNEL BOARD
March 16, 2017
Charleston, West Virginia

The State Personnel Board (SPB) met on March 16, 2017, at 1:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting: Mary Jane Pickens, Deputy Secretary, Department of Administration acting on behalf of John A. Myers, Chair; Board members Mark Carbone (in person) and Ross Taylor, Jeff Woods, Bernie Deem, and Mark Dellinger (participating by telephone); Jenelle Jones, Deputy General Counsel, Department of Administration; Brenda Hoylman and Courtney Phillips, Division of Juvenile Services; Kathy Hess, Karen Smith and Brad Douglas, Division of Corrections; and Taniqra Payne.

Division of Personnel (DOP) staff members attending were: Joe Thomas, Acting Director; Annette Billups, Wendy Elswick, Teresa Morgan, Bobbie Seyedmonir and Board Secretary, Drema Gibson.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the February 16, 2017, meeting prior to the meeting. Mr. Carbone moved to accept the minutes as written and Ms. Deem seconded the motion. The Board approved the minutes by unanimous consent.

2697-A Department of Military Affairs & Public Safety – Division of Corrections

Upon motion of Mr. Woods and seconded by Mr. Carbone, the SPB unanimously approved Division of Corrections' proposal (SPB #2697-A) to modify previously approved SPB #2697, effective October 15, 2015, which created recruitment and retention incentives for the classifications of Probation and Parole Officer 1, 2 and 3. The original proposal unintentionally created a disparity as Parole Officers hired before October 15, 2015, could not receive the approved 5% retention incentive whereas Parole Officer 1s hired after October 15, 2015, would receive it. SPB 2697-A provides an additional 5% increase for Probation and Parole Officer 1s, 2s and 3s hired before October 15, 2015. The effective date of this increase is April 15, 2017, and the increase will be calculated based upon the incumbents' salaries as of October 14, 2015, with no retroactivity.

OTHER BUSINESS

Appeal of Register Disqualification – Division of Juvenile Services, Kanawha County Youth Reporting Center

Upon motion of Ms. Deem and seconded by Mr. Woods, pursuant to WV Code § 6-9-(A)-4(b)(6), the Board entered into an Executive Session at 1:11 p.m. to hear the appeal of register disqualification. This matter was tabled at the February 16, 2017 meeting of the SPB. All attendees were asked to vacate the room except the appellant, Chair, SPB member Mark Carbone, Jenelle Jones, Joe Thomas, Anette Billups, Courtney Phillips, Brenda Hoylman, and Drema Gibson. Testimony was presented by the appellant and the Division of Juvenile Services. At 1:45 p.m. the Board asked everyone to leave the room except for Ms. Jones and Ms. Gibson. The SPB deliberated. At 2:00 p.m. the regular meeting of the Board reconvened.

Upon motion of Mr. Woods and seconded by Mr. Carbone, the SPB voted 2 in favor, 3 against, to disapprove the decision of the DOP to permanently remove the appellant's name from certifications of eligible applicants for any position within State government and render the appellant ineligible for reinstatement to State employment.


After a brief discussion, Mr. Taylor moved, and Mr. Woods seconded, to modify the DOP's decision to allow appellant to apply and be certified to a register for any classification for which she qualifies, and be eligible for reinstatement, with the exception of any position with the Department of Military Affairs and Public Safety's Division of Corrections, Division of Juvenile Services and the Regional Jail and Correctional Facility Authority. The SPB voted 3 in favor, 2 against to modify the DOP's decision.

ADJOURN

Upon motion of Mr. Carbone and seconded by Ms. Deem, at 2:10 p.m. the SPB voted to adjourn.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for Thursday, April 20, 2017, at 1:00 p.m. in Building 6, Room 416, State Capitol Complex, Charleston, West Virginia.



John A. Myers, Chair
State Personnel Board



Drema Gibson, Secretary
State Personnel Board