

MINUTES OF THE STATE PERSONNEL BOARD

June 25, 2020

This meeting was conducted telephonically due to COVID-19.

The State Personnel Board (SPB) met on June 25, 2020, at 1:00 p.m. to conduct business and to consider other administrative matters. Present for the meeting: Chair, Allan McVey; SPB members Jim Dissen, Kym Gillespie, Forrest Roles, Rick Wallace, and Jay Arceneaux; Tammy Scruggs (SBO); Secretary Byrd White (DOT); Jimmy Wriston (DOH); Julian Woods (DOH); Nate Tawney (DOH); Allen Reed (DOH); Natasha White (DOH); Matt Ball (DOH); Andrea Fout-Tinsley (DNR); Brad Reed (DNR); Lacie Pierson (WV Gazette Mail); and Karen Thornton, Assistant Attorney General.

Division of Personnel (DOP) staff members present: Sheryl Webb, Director, Joe Thomas, Deputy Director, Teresa Morgan, Wendy Elswick, Kerri Nice, Bobbie Wisniewski, Elisabeth Arthur, Leah Basford, Mark Isabella, and Board Secretary, Layna Valentine-Brown.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the May 28 regular meeting prior to the meeting. Jim Dissen moved to accept the minutes and Rick Wallace seconded the motion. The SPB approved the minutes by unanimous consent.

PROPOSALS

2896 Marshall County Health Department – Proposed salary increase

Upon motion of Jay Arceneaux, seconded by Forrest Roles, the SPB approved the Marshall County Health Department's request to implement a 3% across-the-board base building salary adjustment for all classified employees. This proposal is effective July 16, 2020.

2883 Lewis County Health Department – Proposed salary increase

Upon motion of Jim Dissen, seconded by Rick Wallace, the SPB approved the Lewis County Health Department's request to implement a 7.5% across-the-board pay raise for all classified employees. This proposal is effective July 01, 2020. (Please note the agenda incorrectly listed the proposed increase as 3%.)

2900 Department of Administration – DOP – Create a new classification

Upon motion of Jay Arceneaux, seconded by Kym Gillespie, the SPB approved the request to create the Federal and Regional Regulatory Policy Advisor (PSC) class specification. This is created specifically for the Public Service Commission for positions that perform duties outside the scope of any classification in the current system which is related to electricity market rules, energy policies and political developments at the federal and regional level. This proposal is effective July 18, 2020.

2899 Department of Transportation (DOT) – Division of Highways (DOH) – Pay Plan proposal

The DOH presented a summary of the goal for this proposal, participated in a discussion with the SPB and answered questions from the SPB. The SPB found ample time was not provided to study this proposal due its length and broad changes. During the discussion, the SPB asked Director Webb if the DOP could open a dialogue with the DOH regarding some specifics of the proposal and provide a report. The DOP and the DOH agreed to work together on this request. Therefore, upon motion of Jay

Arceneaux, seconded by Jim Dissen, the SPB requested the DOP conduct a comprehensive review of this proposal, and provide a report of it findings to the SPB at the meeting to be held July 23, 2020.

OTHER BUSINESS

Joint report from the DOP and Department of Natural Resources (DNR)

SPB 2854, *Pilot Additional Duties Pay Policy for Park Superintendents and Park Rangers*, required the DOP and DNR provide a joint status report to the SPB after 10 months of this pilot being operational. The DOP reported this pilot pay policy has been used as an incentive for those who took on additional duties, additional area responsibilities and a new park area. The DNR stated that this policy is working well for the agency and has saved the agency money due to consolidations that were able to be made.

Director Webb – COVID-19 updates

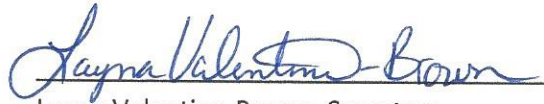
Director Webb stated there were no new issues to report and there were no new requests for the SPB in relation to the coronavirus pandemic.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for Thursday, July 23, 2020, at 1:00 p.m. in Building 3, Suite 500, State Capitol Complex, Charleston, West Virginia or telephonically as may be necessary.



Allan McVey, Chair
State Personnel Board



Layna Valentine-Brown, Secretary
State Personnel Board