

MINUTES OF THE STATE PERSONNEL BOARD
February 24, 2022
This meeting was conducted telephonically.

The State Personnel Board (SPB) met telephonically on February 24, 2022, at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: Mark D. Scott, Chair; SPB members Jay Arceneaux, Jim Dissen, Kymberly Gillespie, and Rick Wallace.

Division of Personnel (DOP) staff members attending: Sheryl Webb, Director; Joe Thomas, Deputy Director; Wendy Mays, Teresa Morgan, Steve Leach, Kerri Nice, Elisabeth Arthur, Mark Isabella, and Board Secretary, Layna Valentine-Brown.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the January 27, 2022, regular meeting of the SPB prior to the meeting. Rick Wallace moved to accept the minutes and Jay Arceneaux seconded the motion. The SPB voted to approve the minutes by unanimous consent

PROPOSALS

2995 Mercer County Health Department

Upon motion of Jay Arceneaux, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to convert a classified position, Local Health Administrator 1, to a classified-exempt position.

2996 Doddridge County Health Department

Upon motion of Jim Dissen, seconded by Rick Wallace the SPB voted and approved the proposal to implement a \$5,400 one-time, non-base building pay incentive for all classified employees of the Doddridge County Health Department.

2997 Department of Veterans Assistance - Barboursville Veterans Home

Upon motion of Jay Arceneaux, seconded by Rick Wallace, the SPB voted and approved the proposal, as modified, to increase the special hiring rate and retain the retention incentive for the Licensed Practical Nurse (LPN) classification, implement a special hiring rate and retention incentive for the Nurse 2 classification and allow the current incumbents' salaries for both classifications to exceed the maximum of their respective pay grades. The proposal was modified by the DOP by changing the special hiring rates to a dollar amount that conforms with the wvOASIS system.

2998 Department of Revenue - State Tax Department

Upon motion of Jim Dissen, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to convert a classified position, classified by the State Tax Department as Tax and Revenue Director, to a classified-exempt position.

2999 Department of Environmental Protection

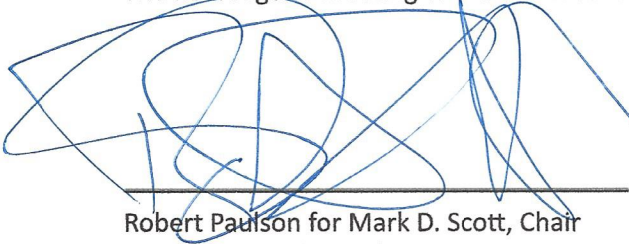
Upon motion of Jay Arceneaux, seconded by Rick Wallace, the SPB voted and approved the request to change the probationary period required for the Environmental Inspector-in-Training classification from six (6) months to twelve (12) months.

3000 Department of Administration - Division of Personnel


Upon motion of Jim Dissen, seconded by Jay Arceneaux, the SPB voted and approved the creation of a new classification specification, Office of Technology Trainee, assigned to pay grade 14, to assist with recruiting applicants and providing on -the-job training.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for Thursday, March 24, 2022, at 1:00 p.m.



Robert Paulson for Mark D. Scott, Chair
State Personnel Board



Layna Valentine-Brown, Secretary
State Personnel Board