

MINUTES OF THE STATE PERSONNEL BOARD
March 24, 2022

This meeting was conducted telephonically.

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

Attending the meeting: Robert Paulson Acting on behalf of Chair Mark Scott; 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 February 24, 2022, regular meeting of the SPB prior to the meeting. Jay Arceneaux moved to accept the minutes and Jim Dissen seconded the motion. The SPB voted to approve the minutes by unanimous consent

PROPOSALS

3001 Clay County Health Department

Upon motion of Jim Dissen, seconded by Rick Wallace, the SPB voted and approved the proposal to implement a \$32,240 special hiring rate for the Licensed Practical Nurse (LPN) classification.

3002 Clay County Health Department

Upon motion of Kymberly Gillespie, seconded by Jay Arceneaux, the SPB voted and approved the proposal to implement a \$1,500 one-time, non-base building pay differential for the eight (8) classified employees of the Clay County Health Department who have been working during the pandemic.

3003 Tucker County Health Department

Upon motion of Rick Gillespie, seconded by Jim Dissen, the SPB voted and approved the proposal to implement a \$7,000 one-time, non-base building pay differential for the three (3) classified employees of the Tucker County Health Department who have been working during the pandemic.

OTHER

Division of Personnel - Rule revision

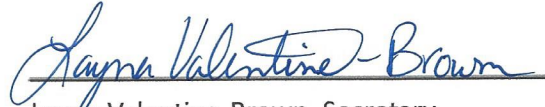
The DOP asked the SPB for approval to file with the Secretary of State's Office the notice of final filing and adoption of amendments to the Administrative Rule of the West Virginia Division of Personnel. Kerri Nice, Assistant Director, Employee Relations, stated that the filing is in accordance with the provisions of W. Va. Code R. § 29A-3-1 et seq. and was authorized by the Legislature in House Bill 4144 which passed March 2, 2022. The SPB members agreed that the DOP should submit the filing with the Secretary of State's Office to complete the process for amending the administrative rule.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for Thursday, April 28, 2022, at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "Mark D. Scott", written over a horizontal line.

Mark D. Scott, Chair
State Personnel Board

A handwritten signature in blue ink, appearing to read "Layna Valentine-Brown", written over a horizontal line.

Layna Valentine-Brown, Secretary
State Personnel Board