

MINUTES OF THE STATE PERSONNEL BOARD SPECIAL MEETING
January 23, 2023

The State Personnel Board (SPB) met telephonically on January 23, 2023 at 10:00 a.m. for a Special meeting to consider administrative matters relating to the Department of Health and Human Resources (DHHR).

Attending the meeting: Mark D. Scott, Chair; SPB members Jim Dissen, Kymberly Gillespie, Forrest Roles, Rick Wallace and Jay Arceneaux. The DHHR had staff attending telephonically.

Division of Personnel (DOP) staff members attending: Sheryl Webb, Director; Joe Thomas, Deputy Director; Wendy Mays, Dori Sunderland, Elisabeth Arthur, Bobbie Wisniewski, Mark Isabella and Board Secretary, Layna Valentine-Brown.

PROPOSALS

3052 DHHR - Bureau for Social Services (BSS)

Upon the motion of Jim Dissen seconded by Jay Arceneaux, the SPB voted and approved, as modified, the request to implement a special hiring rate for positions within the Child Protective Service Worker and Adult Protective Service Worker classification series. Employees occupying positions in these classifications will be allowed to exceed the maximum of the pay grade when they receive a discretionary increase or retention incentive. The modifications were necessary to adhere to WVOasis system parameters.

3053 DHHR - BSS

Upon the motion of Rick Wallace seconded by Forrest Roles, the SPB voted and approved, as modified, the request to implement a separate retention incentive within the Child Protective Service Worker and Adult Protective Service Worker classification series for employees hired on or after June, 19, 2022. The modifications were necessary to adhere to WVOasis system parameters.

3054 DHHR - BSS

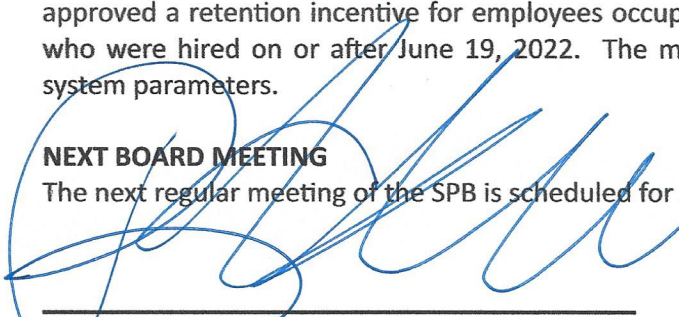
Upon the motion of Jay Arceneaux seconded by Kymberly Gillespie, the SPB voted and approved the request to provide a temporary pay differential of up to 20% above an employee's current rate of pay at the BSS Commissioner's discretion when any BSS employee is serving in a temporary capacity in another location and/or unit.

3055 Department of Administration - DOP

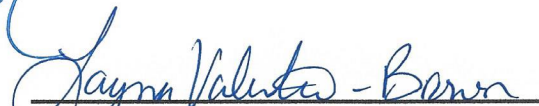
Upon the motion of Jim Dissen seconded by Jay Arceneaux, the SPB voted and approved, as modified, the request to create two (2) new classifications entitled Youth Service Worker and Youth Service Supervisor and assign them to pay grades 15 and 16 respectively, as well as to reclassify the positions of employees who are currently in positions classified as Social Service Worker 3 (9588) or Social Service Supervisor (9584). The request for a special plan of implementation for employees occupying positions reclassified into the new classifications and special hiring rates were also approved. Additionally, the SPB approved a retention incentive for employees occupying positions reclassified to the new classifications who were hired on or after June 19, 2022. The modifications were necessary to adhere to WVOasis system parameters.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for January 26, 2023, at 1:00 p.m.



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



Layna Valentine-Brown, Secretary
State Personnel Board