

MINUTES OF THE STATE PERSONNEL BOARD

June 27, 2024

The State Personnel Board (SPB) met telephonically on June 27, 2024, at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: Robert Paulson for Mark D. Scott, Chair; SPB members Rick Wallace, Kymberly Gillespie, Jay Arceneaux, and Forrest Roles. Dawn Holstein representing the Division of Financial Institutions. Debbie Hughes representing the Offices of the Insurance Commissioner.

Division of Personnel (DOP) staff members attending: Sheryl Webb, Director, Joe Thomas, Deputy Director, Wendy Mays, Elisabeth Arthur, Kerri Nice, John McAlister, Lisa Lorence, and Layna Valentine-Brown, Board Secretary.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the May 30, 2024 regular meeting of the SPB prior to this meeting. Forrest Roles moved to approve the minutes and Jay Arceneaux seconded the motion. The SPB voted and the minutes were approved by unanimous consent.

PROPOSALS

3125 Berkeley-Morgan Board of Health, Clay County Health Department, Doddridge County Health Department, Hampshire County Health Department, Hancock County Health Department, Harrison-Clarksburg Health Department, Lewis County Health Department, Marshall County Health Department, Tucker County Health Department, Wayne County Health Department, Wheeling-Ohio County Health Department

Upon the motion of Jay Arceneaux, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to implement an across-the-board base building salary adjustment for all classified employees of the referenced health departments in this proposal.

3127 Gilmer County Health Department, Greenbrier County Health Department, Putnam County Health Department, Randolph-Elkins Health Health

Upon the motion of Rick Wallace, seconded by Forrest Roles, the SPB voted and approved the proposal to implement a non-base building pay differential for all classified employees of the referenced health departments in this proposal.

3128 Mineral County Health Department

Upon the motion of Jay Arceneaux, seconded by Rick Wallace, the SPB voted and approved the proposal to implement a one-time, non-base building pay differential for all classified employees of the Mineral County Health Department.

3129 Department of Revenue

Upon the motion of Jay Arceneaux, seconded by Forrest Roles, the SPB voted and approved, as modified, the proposal to implement special hiring rates for the Financial Institution Examiner Trainee (9182), Financial Institution Examiner Assistant (9183), Financial Institution Examiner (9184), Financial Institution Examiner Senior (9185), Financial Institution Examiner Chief (9186), Director of Nondepository Institutions (9189), Director of Depository Institutions (9187), and Director of Operations Regulation (9177)

classifications with a special plan of implementation for classifications that start with the title Financial Institution Examiner and to implement certification incentives for Financial Institution Examiners in the series. This proposal was modified after the Division of Personnel conducted a review of the certifications proposed which resulted in the percentage available for completing the certification incentives being different. The DOP collaborated with the agency to change the requested percentages.

3130 Department of Administration - Division of Personnel

Upon the motion of Rick Wallace, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to create the classification specification Capitol Police Officer, Corporal.

OTHER BUSINESS

None

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for July 25, 2024, at 1:00 p.m.



Robert Paulson, Designee for ~~Mark D. Scott~~, Chair
State Personnel Board
John McHugh

Layna Valentine-Brown, Secretary
State Personnel Board