

## **MINUTES OF THE STATE PERSONNEL BOARD**

**October 24, 2024**

The State Personnel Board (SPB) met telephonically on October 24, 2024, at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: John K. McHugh, Chair; SPB members Jay Arceneaux, Jim Dissen, Kymberly Gillespie, Forrest Roles, and Rick Wallace. Department of Commerce by Emily Rector; Division of Rehabilitation Services (DRS) by Josh McAtee; Disability Determination Section (DDS) of the DRS by David Moss, Kristine Lilly, Janet Chapman, Johnette Graff, Tammy Cross, Randall Johnson, Dorothy Jones, Pauline Collins, and several other employees.

Division of Personnel (DOP) staff members present at the meeting: Sheryl Webb, Director; Joe Thomas, Deputy Director; Wendy Mays, Elisabeth Arthur, Kerri Nice, Bobbie Wisniewski, Mark Isabella, and Board Secretary, Layna Valentine-Brown.

### **APPROVAL OF MINUTES**

The members of the SPB received the minutes from the September 26, 2024 regular meeting of the SPB prior to this meeting. Jim Dissen moved to approve the minutes and Jay Arceneaux seconded the motion. The SPB voted and the minutes were approved by unanimous consent.

### **PROPOSALS**

#### **3141 Wyoming County Health Department**

Upon the motion of Forrest Roles, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to implement a non-base building pay differential for all classified employees of the Wyoming County Health Department.

#### **3142 Grant County Health Department**

Upon the motion of Jim Dissen, seconded by Rick Wallace, the SPB voted and approved the proposal to implement a 5% across-the-board base building salary adjustment for all classified employees of the Grant County Health Department.

#### **3143 Department of Health**

Prior to the start of this meeting, the Department of Health made a request to withdraw this proposal from the agenda. Upon the motion of Jay Arceneaux, seconded by Kymberly Gillespie, the SPB voted and approved the request to withdraw the proposal.

#### **3144 Kanawha-Charleston Health Department**

Upon the motion of Forrest Roles, seconded by Jay Arceneaux, the SPB voted and approved, as modified, the proposal to implement a special hiring rate for the Sanitarian, Chief classification and allow the KCHD to hire above the market rate for an applicant with qualifying additional training and experience. This proposal was modified by adding the request for authorization to hire above the market rate.

## 2968-A Department of Commerce - Division of Rehabilitation Services

After discussion of the proposal the Board Members heard comments from DRS and DDS representatives. Josh McAtee, DRS representative, stated that the original intent was to submit multiple SPB proposals and that did not happen which resulted in employees unintentionally being eligible for multiple pay increases. Mr. McAtee said a letter was sent to David Moss at DDS in April 2023 explaining that the DDS employees would not be eligible for multiple increases. Jay Arceneaux asked why the carve out as explained by Mr. McAtee was left out of proposal 3064. Mr. McAtee said he did not know. Wendy Mays stated she did not know why it was left out, but believes it must have been a clerical error. Ms. Graff and Ms. Chapman, DDS employees, spoke against the proposal because they believed the funding was supported federally, the agency was not transparent, and there was not a distinguishable difference between proposals 3064 and 2968 that did apply to DDS .

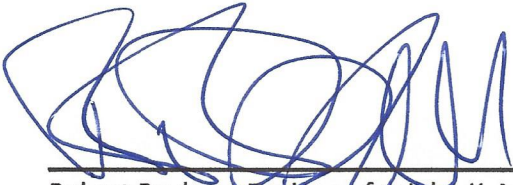
Upon the motion for approval by Rick Wallace, seconded by Jim Dissen, the SPB voted, and having four (4) yeas and one (1) nay, approved the proposal to amend the retention incentive previously approved in proposal 2968 by excluding the employees that would have received two retention incentives.

### OTHER BUSINESS

There was no Other Business to consider.

### NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for November 22, at 1:00 p.m.



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Robert Paulson, Designee for John K. McHugh, Chair  
State Personnel Board



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Layna Valentine-Brown, Secretary  
State Personnel Board