

**MINUTES OF THE STATE PERSONNEL BOARD**  
**October 15, 2009**  
**Charleston, West Virginia**

The State Personnel Board met on October 15, 2009, at 2:00 p.m. to conduct business and to consider other administrative matters. Participants in the meeting were Robert W. Ferguson, Jr., Chairman, and members, Jack Canfield, Mark Carbone, Eugene Stump, Sharon Lynch by telephone, and Beth Walker. Others in attendance included: Sara P. Walker, Director of the Division of Personnel, Tari McClintock Crouse, Assistant Director of Employee Communications and Information; Evelyn Davis, Assistant Director of the Organization and Human Resource Development Section; Lynn Schillings, Personnel Specialist Senior of the Internal Employee Placement Unit; Barbara Jarrell, Personnel Specialist Senior of the Classification and Compensation Section; Karen Thornton of the Attorney General's Office; and, Elizabeth Williams, Interim Secretary to the Board.

**APPROVAL OF MINUTES**

The members of the Board received the minutes from the September 17, 2009, meeting prior to this meeting. Chairman Ferguson asked for any additions or corrections. There being none, Ms. Walker moved to accept the minutes for the September 17, 2009, meeting. Mr. Carbone seconded the motion. The Board approved the September 17, 2009, minutes by unanimous consent.

**CONSIDERATION OF PROPOSALS**

**MERCER COUNTY BOARD OF HEALTH**

Upon motion of Mr. Stump, seconded by Mr. Canfield, the State Personnel Board approved proposal #2519, to implement an across-the-board, non-base building salary adjustment of \$1,000 (net) for all permanent employees of the Mercer County Board of Health. The approval is effective November 1, 2009, with the increase to be given in the month of November. Tari Crouse, Assistant Director of Employee Communications and Information, presented the proposal.

**WEST VIRGINIA WATER DEVELOPMENT AUTHORITY**

Upon motion of Ms. Walker, seconded by Ms. Lynch, the State Personnel Board approved proposal #2520, to approve the West Virginia Water Development Authority as the organizational unit for a reduction-in-force due to material changes in the organization and lack of work to be effective October 31, 2009. Tari Crouse, Assistant Director of Employee Communications and Information, presented the proposal.

**GENERAL SERVICES DIVISION**

Upon motion of Mr. Carbone, seconded by Mr. Stump, the State Personnel Board approved proposal #2521, to reinstate the job classification of Building Engineer to the

classification plan effective immediately. Tari Crouse, Assistant Director of Employee Communications and Information, presented the proposal. Secretary Ferguson turned the Chair over to Mr. Canfield and abstained from participating in the discussion of and action on this proposal as it was from the Department of Administration.

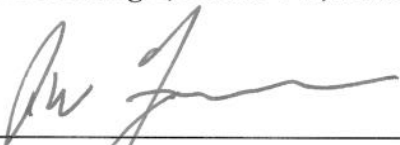
### **OTHER BUSINESS**

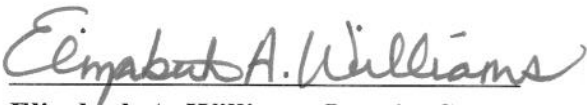
No other business

With no further business, the meeting adjourned.

### **NEXT BOARD MEETING**

**The next state Personnel Board meeting is scheduled for November 19, 2009, at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.**

  
\_\_\_\_\_  
**Robert W. Ferguson, Jr., Chairman  
State Personnel Board**

  
\_\_\_\_\_  
**Elizabeth A. Williams, Interim Secretary  
State Personnel Board**