

MINUTES OF THE STATE PERSONNEL BOARD
July 15, 2010
Charleston, West Virginia

The State Personnel Board met on July 15, 2010, at 2:00 p.m. to conduct business and to consider other administrative matters. Participants were Donna Lipscomb, Chairman Designee, and members, Jack Canfield, Sharon Lynch, Eugene Stump, Mark Carbone, and Beth Walker. Others in attendance included: Sara Walker, Director of the Division of Personnel; Joe Thomas, Assistant Director of Employee Relations; Tari McClintock Crouse, Assistant Director of Employee Communications and Information; Lynn Schillings, Personnel Specialist, Senior of Internal Employee Placement; Barbara Jarrell, Personnel Specialist, Senior of Classification and Compensation; and, Elizabeth Williams, Interim Secretary to the Board.

APPROVAL OF MINUTES

The members of the Board received the minutes from the June 17, 2010, meeting prior to this meeting. Mr. Stump moved to accept the minutes as written for the June 17, 2010, meeting. Mr. Carbone seconded the motion. The Board approved the May 20, 2010, minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Upon motion of Ms. Lynch, seconded by Mr. Carbone, the State Personnel Board approved proposal #2539, to implement the *Reward and Recognition Program* portion of *Employee Awards and Recognition Nomination (EARN) Program*, effective July 16, 2010. The *Employee of the Month/Year Program* portion was approved in July 2005 when the *EARN Program* was proposed to the State Personnel Board initially via proposal #2317. Tari Crouse, Assistant Director of Employee Communications and Information, presented the proposal.

MONONGALIA COUNTY HEALTH DEPARTMENT

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved proposal #2540, to approve a special hiring rate for the Dentist 1 classification at any rate in the salary range (pay grade 23 - \$50,676 - \$93,756). Barbara Jarrell, Personnel Specialist, Senior the Classification and Compensation, presented the proposal.

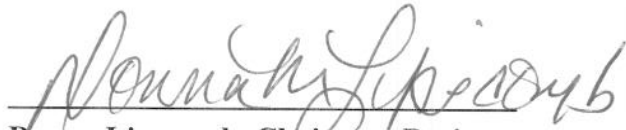
OTHER BUSINESS

Upon motion of Mr. Canfield, seconded by Ms. Walker, the State Personnel Board approved the repeal of the Division of Personnel *Parental Leave/Family and Medical Leave Interpretive Bulletin* and the implementation of the *Family and Medical Leave Act/Parental Leave Act (DOP-P23)* policy. Joe Thomas, Assistant Director of Employee Relations, presented the proposed changes.

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for August 19, 2010 at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.



**Donna Lipscomb, Chairman Designee
State Personnel Board**



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