

MINUTES OF THE STATE PERSONNEL BOARD
February 16, 2012
Charleston, West Virginia

The State Personnel Board met on February 16, 2012, at 2:00 p.m. to conduct business and to consider other administrative matters. Participants were Cedric Greene, Deputy Secretary Department of Administration on behalf of Robert W. Ferguson, Jr., Chairman, and member Eugene Stump. Members Mark Carbone, Sharon Lynch, and Beth Walker participated by telephone. Others in attendance included: Sara Walker, Director; Melinda Campbell, Deputy Director; Joe Thomas, Assistant Director, Employee Relations; Debbie Anderson, Classification & Compensation; Teresa Morgan, Assistant Director, Employee Information & Transaction Processing; Lisa Collins, Employee Information & Transaction Processing; Pam Holt, Classification & Compensation; Lynn Schillings, Internal Placement; Mary Jane Ayoob, Recruitment & Research; Chris Jarrett, Water Development Authority; Sheila Miller, Water Development Authority; Linda Coleman, Department of Administration; Lolita Kirk, Kanawha-Charleston Health Department; Krista Farley, Kanawha-Charleston Health Department; Stephanie Thorn, Department of Health and Human Resources; Harold Clifton, Department of Health and Human Resources; and Drema Gibson, Secretary to the Board.

APPROVAL OF MINUTES

The members of the State Personnel Board received the minutes from the January 30, 2012, meeting prior to this meeting. Mr. Stump moved to accept the minutes as written for the January 30, 2012, meeting. Mr. Carbone seconded the motion. The Board approved the January 30, 2012, minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

KANAWHA-CHARLESTON HEALTH DEPARTMENT

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved under the provisions of *West Virginia Code* § 29-6-4(c)(9) proposal #2589 to exempt from the classified service five (5) positions for the administration of \$305,734 in funds for work on Community Transformation Grant programs. The five positions are: 1) One Program Regional Manager (HHR Specialist); 2) One Public Health Policy Specialist (HHR Associate); and 3) Three Prevention Coordinators (HHR Associate). These positions are approved for a period of six (6) months, or until such time as allocated administrative funding for the special project is exhausted, whichever comes first. This period begins with the hire date of the first exempt employee.

WATER DEVELOPMENT AUTHORITY

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved proposal #2590 to extend two (2) exempt positions previously approved for one (1) year, ending December 1, 2012, under the provisions of W.Va. Code § 29-6-4(c)(9).

DEPARTMENT OF HEALTH & HUMAN RESOURCES

Upon motion of Ms. Lynch, seconded by Mr. Carbone, the State Personnel Board approved proposal #2591, to establish the job class of State Dental Director in Pay Grade 99 (\$105,612 - \$189,096), effective March 1, 2012.

OTHER BUSINESS

STATE RAIL AUTHORITY

In follow-up to a proposal that was presented at the January 30, 2012, State Personnel Board meeting, the Board was advised that the Division of Personnel is working with the State Rail Authority within the Pay Plan Implementation Policy to address their immediate retention issues. The Division of Personnel anticipates that the State Rail Authority will be presenting a proposal at the March meeting to grant a percentage increase within the Rail Technician series; however, this will also affect the Department of Natural Resources who has employees in this class series.

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for March 15, 2012, at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.

For.


Ross Taylor, Chairman
State Personnel Board



Secretary
State Personnel Board