

MINUTES OF THE STATE PERSONNEL BOARD
October 15, 2013
Charleston, West Virginia

The State Personnel Board met on October 15, 2013, at 1:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were: Cedric Greene on behalf of Chairman Ross Taylor and Board Member Mark Carbone. Board Members Eugene Stump, Elizabeth Walker and Sharon Lynch participated by telephone. Others in attendance included: Ashley Butler, Greenbrier County Health Department; Lisa Wensil and Ron Moats, Alcohol Beverage Control Administration; Gregory Melton and David Parsons, General Services Division; John McBrayer, Kathleen Dempsey and Rusty Roten, Division of Highways; Robert Paulson, Department of Administration; and staff members of the Division of Personnel: Sara Walker, Director; Joe Thomas, Hannah Toney, Mark Isabella, Becky White, Barbara Jarrell, Teresa Morgan, Jim Bateman, Mary Jane Ayoob, Bruce Cottrill, Lynn Schillings, and Drema Gibson, Secretary to the Board.

APPROVAL OF MINUTES

The members of the State Personnel Board received the minutes from the August 20, 2013 and September 17, 2013, meetings prior to this meeting. Mr. Carbone moved to accept the minutes as written and Mr. Stump seconded the motion. The Board approved the August 20, 2013 and September 17, 2013 minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

2628 Grant County Health Department

Upon motion of Mr. Stump, seconded by Mr. Carbone, the State Personnel Board approved Grant County Health Department proposal 2628 to implement a \$300 per year, base building salary adjustment for all full-time, permanent employees of the Grant County Health Department, effective no sooner than October 15, 2013.

2630 Greenbrier County Health Department

Upon motion of Mr. Stump, seconded by Beth Walker, the State Personnel Board approved Greenbrier County Health Department proposal 2630 to implement a \$600 annual, base building (across-the-board) salary adjustment for all full-time, permanent employees of the Greenbrier County Health Department, effective October 15, 2013.

2631 Harrison-Clarksburg Health Department

Upon motion of Mr. Stump, seconded by Beth Walker, the State Personnel Board approved Harrison-Clarksburg Health Department proposal 2631 to implement a 2%, base building (across-the-board) salary adjustment for all classified/classified-exempt employees of the Harrison-Clarksburg Health Department, effective no sooner than October 15, 2013.

2632 Mid-Ohio Valley Health Department

Upon motion of Mr. Stump, seconded by Beth Walker, the State Personnel Board approved Mid-Ohio Valley Health Department proposal 2632 to implement a 1.7%, base building (across-the-board) salary adjustment for full-time and part-time employees of the Mid-Ohio Valley Health Department, effective no sooner than October 15, 2013.

2637 Department of Transportation - Division of Highways

Upon motion of Ms. Lynch, seconded by Mr. Carbone, the State Personnel Board approved the Department of Transportation, Division of Highways' proposal to remove the position occupied by Rusty Roten, Highway District Engineer/Manager, from the classified service and place him under the classified-exempt service.

2638 Jefferson County Health Department

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved Jefferson County Health Department proposal 2638 to implement a 4%, base building (across-the-board) salary adjustment for full-time permanent employees of the Jefferson County Health Department, effective November 1, 2013.

2639 Department of Administration – General Services Division

After motion of Mr. Carbone and seconded by Beth Walker, the State Personnel heard the proposal of the Department of Administration, General Services Division to exempt as policy-making the position Deputy Director, General Services from the classified service. After discussion, and upon motion of Mr. Carbone, the Board entered into an Executive Session. All attendees were asked to vacate the room except for the Chairman, members of the Board, Robert Paulson and the Board secretary. After exiting the Executive Session, the Chairman cast the deciding vote to break the tie of the members and the proposal was approved as submitted.

2640 Greenbrier County Health Department

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board disapproved Greenbrier County Health Department proposal 2640 to implement a non-base building across-the-board salary adjustment in the amount of \$150 for all permanent employees of the Greenbrier County Health Department.

2641 Department of Revenue - Alcohol Beverage Control Administration

Upon motion of Mr. Stump, seconded by Beth Walker, the State Personnel Board approved the Alcohol Beverage Control Administration's proposal 2641 to establish the exempt policy-making position of ABCA Enforcement Director at pay grade 18 (\$37,140 – 68,712).

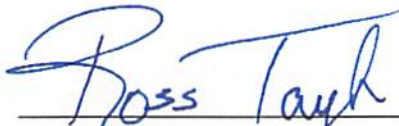
OTHER BUSINESS

The members of the State Personnel Board received the Draft *Agreement Between WV Department of Administration, Division of Personnel and Department of Health and Human Resources, Bureau for Public Health Regarding Local Health Departments* prior to the meeting. The signed agreement should be ready for presentation at the next regular meeting of the State Personnel Board.

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for Tuesday, November 19, 2013, at 1:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.



Ross Taylor, Chairman
State Personnel Board



Secretary
State Personnel Board