

MINUTES OF THE STATE PERSONNEL BOARD

January 20, 2000

Charleston, West Virginia

The State Personnel Board met on January 20, 2000 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Board members Rev. Paul J. Gilmer, Eugene Stump, and Elizabeth Harter. Present by conference call was Chairman Roger Morgan. Board member Sharon Lynch was unable to attend the meeting. Rev. Gilmer made a motion for Elizabeth Harter to chair the meeting. The motion was seconded and passed. Joe E. Smith, Acting Director, Division of Personnel, Assistant Directors Perry Dotson, Tim Basford, Tari McClintock Crouse, Mary Murphy and Max Farley, and Alma M. Legg, Secretary to Board, attended the meeting along with staff attorney Stephanie Schulz.

The minutes of the December 16, 1999, meeting had been sent to the members of the Board prior to the meeting. Acting Chairman Harter asked for any additions or corrections. There being none, the December minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

BUREAU OF COMMERCE Division of Natural Resources

Upon motion of Mr. Morgan, seconded by Rev. Gilmer, the State Personnel Board approved proposal #2045, to change the Pay Differential Plan for two Group Sales Coordinator positions in the Division of Natural Resources from a pilot program to an approved pay differential. Upon motion of Rev. Gilmer, seconded by Mr. Morgan, the Board amended proposal #2045, to specify that any changes in the Memoranda of Understanding must be approved by the (Acting) Director of Personnel and further that the Plan should be reviewed on an annual basis by the Board and the (Acting) Director of Personnel. This action is effective immediately. Tim Basford, Assistant Director, Classification and Compensation Section, briefed the Board on the proposal. Doug Baker, Business Manager, Parks and Recreation Section, Division of Natural Resources answered questions of the Board.

DEPARTMENT OF TRANSPORTATION Division of Motor Vehicles

Upon motion of Mr. Stump, seconded by Mr. Morgan, the State Personnel Board deferred action on proposal #2049, to add to the classified service the positions in the Drivers Licensing program transferred to the Division of Motor Vehicles from the West Virginia State Police. The proposal will be considered at the February 17th meeting. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Steve Edens, Personnel Director, Division of Motor Vehicles addressed the Board.

DEPARTMENT OF HEALTH & HUMAN SERVICES Grafton-Taylor County Health Department

Upon motion of Rev. Gilmer, seconded by Mr. Morgan, the State Personnel Board approved proposal #2044, designating the Grafton-Taylor County Health Department's Home Health Agency as the organizational unit for a reduction-in-force to be effective no sooner than February 15, 2000. Perry Dotson, Assistant Director, Employee Information and Payroll Audit Section, presented the proposal.

DEPARTMENT OF HEALTH & HUMAN SERVICES
Monongalia County Health Department

Upon motion of Mr. Morgan, seconded by Rev. Gilmer, the State Personnel Board approved proposal #2048, designating the Monongalia County Health Department's, WIC-Immunization Coordination Effort (ICE) Program as the organizational unit for a reduction-in-force. This action is to be effective no sooner than February 4, 2000, contingent upon approval by the Monongalia County Board of Health at their meeting on January 28, 2000. Perry D. Dotson, Assistant Director, Employee and Information Payroll Audit Section, briefed the Board on the proposal.

With no further business to discuss, Acting Chairman Harter entertained the motion to adjourn the meeting. The motion was seconded and passed.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for Thursday, February 17, 2000, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Elizabeth Harter, Acting Chairman
State Personnel Board

Alma M. Legg, Secretary
State Personnel Board

[Top of Page](#)