

MINUTES OF THE STATE PERSONNEL BOARD

July 20, 2000

Charleston, West Virginia

The State Personnel Board met on July 20, 2000 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Chairman Roger Morgan, Board member Eugene Stump, Sharon Lynch and Elizabeth Harter. Board member Rev. Paul J. Gilmer was unable to attend the meeting. Joe E. Smith, Acting Director, Division of Personnel, Assistant Directors Tim Basford, Tari McClintock Crouse, Perry Dotson, Max Farley, and Alma M. Legg, Secretary to Board, attended the meeting.

The minutes of the June 15, 2000 and June 29, 2000 meetings had been sent to the members of the Board prior to the meeting. Chairman Morgan asked for any additions or corrections. There being none, the June minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF HEALTH & HUMAN RESOURCE

Upon motion of Ms. Lynch, seconded by Ms. Harter, the State Personnel Board approved proposal #2080, to establish the classification of Administrator, Acute Care Hospital at pay grade 97 (\$75,840-\$134,472) to be effective immediately. Tim Basford, Assistant Director, Classification and Compensation Section briefed the Board on the proposal.

DEPARTMENT OF TRANSPORTATION

Division of Highways

Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board approved proposal #2084, to grant a special plan of implementation for employees covered by the Transportation Hourly Pay Schedule. The plan of implementation provides that the salaries of all hourly incumbents be increased by 7%. This action has an effective date of August 16, 2000. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Samuel H. Beverage, Commissioner, Division of Highways addressed the Board.

BUREAU OF COMMERCE

Division of Tourism

The Board considered the request of the Division of Tourism to extend the exemption for the position of Project Manager for the National Coal Heritage Area (NCHA). Upon motion of Ms. Harter, seconded by Ms. Lynch, the State Personnel Board approved proposal #2086, to grant the extension for the Project Manager for the National Coal Heritage Area (NCHA) to September 20, 2001 with the understanding that there will be no consideration of further extensions beyond that date. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal.

DEPARTMENT OF HEALTH and HUMAN RESOURCES

Mid-Ohio Valley Health Department

Upon motion of Ms. Lynch, seconded by Ms. Harter, the State Personnel Board approved proposal #2085, designating the Mid-Ohio Valley Health Department's Women, Infants and Children (WIC) Program and Clinical Services Section as two separate and distinct organizational units for a reduction-in-force and reduction-in-work hours. This action to

be effective no sooner than August 4, 2000. Perry Dotson, Assistant Director, Employee Information and Payroll Audit Section, addressed the Board on the proposal. Earl L. Burgess, Executive Director, Mid-Ohio Valley Health Department, answered questions of the Board.

OTHER BUSINESS

Upon motion of Mr. Stump, seconded by Ms. Harter, the State Personnel Board approved revisions to the Annual Increment and Workers' Compensation/Sick Leave Policies to be effective July 1, 2000. Joe E. Smith, Acting Director, presented the proposal.

With no further business to discuss, Chairman Morgan 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, August 17, 2000, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Roger Morgan, Chairman
State Personnel Board

Alma M. Legg, Secretary
State Personnel Board

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