

MINUTES OF THE STATE PERSONNEL BOARD
April 19, 2001
Charleston, West Virginia

The State Personnel Board met on April 19, 2001 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Chairman Roger Morgan, Board members Eugene Stump, Rev. Paul J. Gilmer, Sharon Lynch and Elizabeth Harter. Nichelle D. Perkins, Director, Division of Personnel, Assistant Directors Perry Dotson, Tim Basford, Tari McClintock Crouse, Joe E. Smith and Max Farley, and Alma M. Legg, Secretary to Board, attended the meeting.

The minutes of the March 15, 2001 meeting 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 March minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF MILITARY AFFAIRS & PUBLIC SAFETY
Division of Criminal Justice Services

Upon motion of Ms. Harter, seconded by Mr. Stump, the State Personnel Board approved

proposal #2120, to establish the classifications of Criminal Justice Specialist 1 at pay 14 (\$24,240-\$41,700), Criminal Justice Specialist 2 at pay grade 15 (\$25,944-\$44,472), Criminal Justice Specialist 3 at pay grade 16 (\$27,768-\$47,436), and Criminal Justice Program Manager at pay grade 20 (\$36,420-\$61,488), all to be effective July 16, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, addressed the Board.

DIVISION OF ENVIRONMENTAL PROTECTION

Upon motion of Mr. Stump, seconded by Ms. Harter, the State Personnel Board approved proposal #2123, to revise the pay grade for Environmental Toxicologist from pay grade 16 (\$27,768-\$47,436) to pay grade 21 (\$38,976-\$65,640). The Board also approved appointment of the successful applicant for the Environmental Toxicologist vacancy at the Division of Environmental Protection at any step in the pay range. This action is effective immediately. Tim Basford, Assistant Director, Classification and Compensation Section, addressed the Board.

DEPARTMENT OF HEALTH & HUMAN RESOURCES
Jefferson County Health Department

Upon motion of Ms. Harter, seconded by Mr. Stump, the State Personnel Board approved proposal #2108, designating the Jefferson County Health Department School Health Unit as the organizational unit for a reduction in force due to lack of work. This action is effective on or after June 15, 2001. Perry Dotson, Assistant Director, Employee Information and Payroll Audit Section, addressed the Board on the proposal. Randall C. Dehaven, Administrator, Jefferson County Health Department, answered questions of the Board.

DEPARTMENT OF MILITARY AFFAIRS & PUBLIC SAFETY
Division of Juvenile Services

Upon motion of Rev. Gilmer, seconded by Ms. Harter, the State Personnel Board approved proposal #2122, designating the Medical Services Unit, Operations Area of the West Virginia Industrial Home for Youth of the Division of Juvenile Services as the organizational unit for a reduction in force, to be effective no sooner than the close of business on May 1, 2001. This approval is contingent on the implementation of a pending one-year contract between the Division of Juvenile Services and Prime Care Medical of West Virginia, Inc., which will replace the current emergency contract. Perry Dotson, Assistant Director, Employee Information and Payroll Audit Section,

presented the request to the Board. Evan Williams, Purchasing Division, Department of Administration and Manfred Holland, Director, Division of Juvenile Services, answered questions of the Board.

DEPARTMENT OF HEALTH & HUMAN RESOURCES

Upon motion of Ms. Lynch, seconded by Ms. Harter, the State Personnel Board approved proposal #2121, to establish the classified-exempt policymaking position of Director of Public Health Regulation to be effective May 1, 2001. Joe Smith, Assistant Director, Employee Relations Section, addressed the Board.

OTHER BUSINESS

Upon motion of Mr. Stump, seconded by Rev. Gilmer, the State Personnel Board, in accordance with Section 17.1 of the Division of Personnel Administrative Rule, determined that Larry Seabolt's secondary employment as owner of St. Albans Computer Center, and doing business with the West Virginia Board of Medicine, as specifically restricted, would not conflict with his employment as an Information Systems Manager 1 with the Health Care Authority.

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, May 17, 2001, 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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