

MINUTES OF THE STATE PERSONNEL BOARD
September 20, 2001
Charleston, West Virginia

The State Personnel Board met on September 20, 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 Rev. Paul J. Gilmer, Eugene Stump, Sharon Lynch and Elizabeth Harter. Nichelle D. Perkins, Director, Division of Personnel, Assistant Directors Tim Basford, Evelyn Davis, Tari McClintock Crouse, Perry Dotson and Max Farley, and Alma M. Legg, Secretary to Board, attended the meeting.

The minutes of the August 16, 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 August minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

BUREAU OF COMMERCE
Division of Natural Resources

Upon motion of Ms. Harter, seconded by Ms. Lynch, the State Personnel Board approved proposal #2137, to provide a pay differential of \$100 per month for Wildlife Managers who serve as Firearms Instructors in the Special Conservation Officer Program to be effective October 1, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal.

DEPARTMENT OF TAX & REVENUE
Insurance Commission

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved proposal #2139, to revise the pay method for Market Conduct Examiner from the per diem rate to pay grade 20 (\$36,420 - 61,488). This action has an effective date of October 1, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Bill Kenny, Insurance Commission, answered questions of the Board members.

Upon motion of Rev. Gilmer, seconded by Ms. Harter, the State Personnel Board approved proposal #2140, to revise the pay method for Insurance Company Examiner Supervisor from the per diem rate to pay grade 24 (\$47,772 - 79,920) to be effective October 1, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Bill Kenny, Insurance Commission, answered questions of the Board.

DEPARTMENT OF HEALTH & HUMAN RESOURCES
Barbour County Health Department

Upon motion of Mr. Stump, seconded by Ms. Harter, the State Personnel Board approved proposal #2138, designating the Barbour County Health Department's Regional Right From the Start Program as the organizational unit for a reduction-in-force due to lack of funds. This action is effective no sooner than October 4, 2001. Perry Dotson, Assistant Director, Employee Information and Payroll Audit Section, presented the proposal. Robin Kershner, Director of Finance, Barbour County Health Department, answered questions of the Board.

OTHER BUSINESS

Upon motion of Rev. Gilmer, seconded by Ms. Harter, the State Personnel Board, in accordance with Section 17.1 of the *Division of Personnel Administrative Rule*, determined that Tina Francis' secondary, self-employment conducting home studies for lawyers and Family Law Masters on an irregular, part-time basis would not conflict with her employment as a Protective Service Worker with the Department of Health and Human Resources, Wayne District.

Upon motion of Ms. Harter, seconded by Mr. Stump, the State Personnel Board, in accordance with Section 17.1 of the *Division of Personnel Administrative Rule*, determined that Dr. Essa Abdulla's secondary employment as a consultant with the Office of Family Support on an irregular, part-time basis would not conflict with his employment as a Physician at Sharpe Hospital.

Upon motion of Rev. Gilmer, seconded by Ms. Harter, the State Personnel Board, in accordance with Section 17.1 of the *Division of Personnel Administrative Rule*, determined that Lynn Starkey's secondary contractual employment as a custodian for the Tyler County Department of Health and Human Resources' Office, would not conflict with her employment as an Accounting Technician 3, Region 1, Wetzel County Office of the Department of Health and Human Resources.

Tari McClintock Crouse, Assistant Director, Employee Communications Section, presented the secondary employment proposals to the Board.

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, October 18, 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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