

MINUTES OF THE STATE PERSONNEL BOARD
November 15, 2001
Charleston, West Virginia

The State Personnel Board met on November 15, 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, Sharon Lynch and Eugene Stump. Board member Elizabeth Harter was unable to attend the meeting. Nichelle D. Perkins, Director, Division of Personnel, Assistant Directors Tim Basford, Evelyn Davis, Tari McClintock Crouse, and Max Farley, and Alma M. Legg, Secretary to Board, attended the meeting.

The minutes of the October 18, 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 October minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF HEALTH & HUMAN RESOURCES

Upon motion of Rev. Gilmer, seconded by Mr. Stump, the State Personnel Board approved proposal #2147, to grant a special pay differential to eligible Department of Health and Human Resources employees as specified in the proposal. The pay differential was approved as a one-time payment of approximately \$600 which is not part of the employees' base pay. This action is effective no sooner than November 30, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Michael F. McCabe, Office of Personnel Services, Department of Health and Human Resources attended the meeting.

DIVISION OF PERSONNEL

Division of Natural Resources

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board approved proposal #2150, to adjust the salary schedule for the Conservation Officer class series to incorporate a \$2,000 salary increase provided by the Legislature in the budget digest. This action is effective retroactive to October 1, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal.

INTERAGENCY TECHNOLOGY COUNCIL

(Representing Cabinet Secretaries & Bureau Commissioners)

Upon motion of Mr. Stump, seconded by Rev. Gilmer, the State Personnel Board approved the staff recommendation on proposal #2149, to revise pay grades in the Information Technology classifications, delete the class of GIS Cartographer and establish the following classifications:

TITLE	PAY GRADE
Teleprocessing Technician, Lead	14 (\$24,240-41,700)
Information Systems Specialist 4	21 (\$38,976-65,640)
GIS Remote Sensing Analyst 1	18 (\$31,800-53,988)
GIS Remote Sensing Analyst 2	20 (\$36,420-61,488)

This action is effective January 1, 2001. Tim Basford, Assistant Director, Classification and Compensation Section, presented the proposal. Keith A. Borgel, Chairman, Information Technology Council attended the meeting.

DEPARTMENT OF HEALTH & HUMAN RESOURCES

Cabell Huntington Health Department

Upon motion of Rev. Gilmer, seconded by Ms. Lynch, the State Personnel Board approved proposal #2148, designating the Cabell-Huntington Health Department's Medical Referral and Social Service Program as the organizational unit for a reduction-in-force. This action is effective no sooner than January 15, 2002. Tari McClintock Crouse, Assistant Director, Employee Communications, presented the proposal. Dr. Omayma T. Touma, Medical Director, Cabell-Huntington Health Department attended the meeting.

OTHER BUSINESS

- Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board, approved a Pilot Salary Schedule and revisions to the Pay Plan Implementation Policy (DOP-P12) to be effective January 1, 2002. Tim Basford, Assistant Director, Classification and Compensation Section, addressed the Board.
- Upon motion of Ms. Lynch, seconded by Rev. Gilmer, the State Personnel Board, in accordance with Section 17.1 of the *Division of Personnel Administrative Rule*, determined that Ray Henson's secondary employment with Automated Health Services (AHS) on a part-time basis would not conflict with his employment as a Help Desk Analyst in the Recipient Automated Payment and Information Data System (RAPIDS) Project with the Department of Health and Human Resources.
- 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 the secondary employment of Douglas Rabel, Margaret Eddy-Vasil, Glenda M. Gilmore, Tanda B. Holmes-Hriblan, and, Matthew O'Donnel would not conflict with their employment with the Department of Health and Human Resources.

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, December 20, 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

[Top of Page](#)