

MINUTES OF THE STATE PERSONNEL BOARD

September 19, 2002
Charleston, West Virginia

The State Personnel Board met on September 19, 2002 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were, Chairman Eugene Stump, Sharon Lynch and Reverend Paul J. Gilmer. Board member Elizabeth Harter was unable to attend. Nichelle D. Perkins, Director, Division of Personnel; Assistant Directors Tari McClintock Crouse, Tim Basford, Max Farley and Evelyn Davis; and, Brenda Brooks for Alma M. Legg, Secretary to the Board, attended the meeting.

The minutes of the August 15, 2002 meeting had been sent to the members of the Board prior to the meeting. Chairman Stump asked for any additions or corrections. There being none, the August minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF ADMINISTRATION

Division of Personnel

Upon motion of Ms. Lynch, seconded by Reverend Gilmer, the State Personnel Board approved proposal #2191, to establish the classification of Personnel Analyst Trainee at pay grade 12 (\$22,224-\$41,112), effective immediately. Tim Basford, Assistant Director, Classification and Compensation Section presented the proposal.

STATE TAX DEPARTMENT

Division of Tax & Revenue

Upon motion of Ms. Lynch, seconded by Reverend Gilmer, the State Personnel Board approved proposal #2192, to revise the pay grades for the Tax and Revenue Auditor class series as follows:

<u>Title</u>	<u>From Pay Grade</u>	<u>To Pay Grade</u>
Tax and Revenue Auditor 1	13 (\$23,784-\$43,992)	14 (\$25,452-\$47,088)
Tax and Revenue Auditor 2	14 (\$25,452-\$47,088)	15 (\$27,252-\$50,400)
Tax and Revenue Auditor 3	16 (\$29,160-\$53,952)	17 (\$31,200-\$57,720)

The plan of implementation provides that the current salaries of all incumbent in the Tax and Revenue class series be increased by 5% or to the new minimum whichever is greater. This action is effective October 1, 2002. Tim Basford, Assistant Director, Classification and Compensation Section presented the proposal.

OTHER BUSINESS

With no further business to discuss, Chairman Stump entertained the motion to adjourn the meeting. Reverend Gilmer

moved, Ms. Lynch seconded the motion. Motion carried.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for October 17, 2002, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Eugene Stump, Chairman
State Personnel Board

Brenda Brooks for
Alma M. Legg, Secretary
State Personnel Board