

MINUTES OF THE STATE PERSONNEL BOARD**February 20, 2003****Charleston, West Virginia**

The State Personnel Board met on February 20, 2003 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Board members Eugene Stump, Elizabeth Harter, and Reverend Paul J. Gilmer. Board Member Sharon Lynch was unable to attend. Others in attendance were Nichelle Perkins, Director; Assistant Directors Tari McClintock Crouse, Tim Basford, Jim Wells, Max Farley, and Evelyn Davis; and Brenda Brooks, Interim Secretary to the Board.

APPROVAL OF MINUTES

The minutes of the January 16, 2003 meeting were mailed to members of the Board prior to the meeting. Chairman Stump asked for any additions or corrections. There being none, Reverend Gilmer moved the minutes be accepted as presented, Ms. Harter seconded the motion. Motion carried. The January minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS**DEPARTMENT OF MILITARY AFFAIRS AND PUBLIC SAFETY
West Virginia State Police**

Upon motion of Ms. Harter, seconded by Reverend Gilmer, the State Personnel Board approved proposal #2207, to revise pay grades for the Fingerprint Technician class series, effective April 1, 2003, as follows:

<u>Title</u>	<u>Current Grade</u>	<u>Proposed Grade</u>
Fingerprint Technician	7 (\$15,816-29,268)	9 (\$18,120-33,540)
Fingerprint Technician, Senior	8 (\$16,932-31,320)	10 (\$19,392-35,892)
Fingerprint Technician Supervisor	9 (\$18,120-33,540)	11 (\$20,760-38,400)

The Board also approved a special plan of implementation to adjust salaries of incumbent employees by 15%. Tim Basford, Assistant Director of Classification and Compensation, presented the proposal.

DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Upon motion of Reverend Gilmer, seconded by Ms. Harter, the State Personnel Board approved proposal #2208, to establish the class series of DHHR Community Services Manager I at pay grade 18 (\$33,396-61,788), DHHR Community Services Manager II at pay grade 20 (\$38,244-70,752), and DHHR Community Services Manager III at pay grade 21 (\$40,932-

75,720). It has also been requested that the pay grade for DHHR Regional Director be increased from pay grade 21 to pay grade 23 (\$46,872-86,724). The proposed increase to pay grades is effective April 1, 2003 with a standard plan of implementation. Tim Basford, Assistant Director of Classification and Compensation, presented the proposal.

DEPARTMENT OF TAX AND REVENUE

State Tax Department

Upon motion of Ms. Harter, seconded by Reverend Gilmer, the State Personnel Board approved proposal #2209, to rescind the special plan of implementation in conjunction with the pay grade increases for Tax Analyst 1 and 2 and to use the standard plan of implementation due to budgetary constraints. Tim Basford, Assistant Director of Classification and Compensation, presented the proposal.

OTHER

Upon motion of Ms. Harter, seconded by Reverend Gilmer, the State Personnel Board acknowledged receipt of a revision to the salary exemption list of the Health Care Authority.

With no further business, Chairman Stump entertained the motion to adjourn the meeting. Reverend Gilmer so moved, Ms. Harter seconded the motion. Motion carried.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for March 20, 2003, 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, Interim Secretary
State Personnel Board