

MINUTES OF THE STATE PERSONNEL BOARD

January 20, 2005

Charleston, West Virginia

The State Personnel Board met on January 20, 2005 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Board members Eugene Stump, Chairman, and Elizabeth Harter. Member Sharon Lynch participated by telephone. Absent was Board member Reverend Paul J. Gilmer. Also attending was Nichelle D. Perkins, designated representative for Secretary of Administration Robert Ferguson, Jr.. Others in attendance were: Willard M. (Max) Farley, Acting Director of the Division of Personnel; Assistant Directors Tari McClintock Crouse, Tim Basford, Evelyn Davis and Jim Wells; and, Shelly Lowery, Secretary to the Board.

APPROVAL OF MINUTES

The minutes of the December 16, 2004 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, Ms. Harter moved the minutes be accepted. Ms. Perkins seconded the motion. The December 16, 2004 minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF MILITARY AFFAIRS AND PUBLIC SAFETY

Division of Veterans Affairs

Upon motion of Ms. Harter, seconded by Ms. Perkins, the State Personnel Board approved proposal #2291 as modified by staff, revising the title of Veterans Affairs Officer Assistant to Veterans Affairs Officer Assistant 1 and establishing the classification of Veterans Affairs Officer Assistant 2 at pay grade 9 (\$18,120 - 33,540). These actions are effective March 1, 2005. Tim Basford, Assistant Director of Classification and Compensation, presented the proposal.

DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Upon motion of Ms. Harter, seconded by Ms. Perkins, the State Personnel Board approved proposal #2292 revising the pay grade for Child Support Regional Manager from 17 (\$31,200 - 57,720) to 18 (\$33,396 - 61,788). This action was taken in accordance with the Settlement Agreement and Release filed in the grievance action titled *Charlotte Stalnaker, et. al., Grievants, v. West Virginia Department of Health & Human Resources/Bureau for Child Support Enforcement, and Division of Personnel*, Docket No. 04-HHR-074 and is effective February 1, 2005. Tim Basford, Assistant Director of Classification and Compensation, presented the proposal.

OTHER BUSINESS

Acting Director Farley noted that Robert Ferguson, Jr. had been appointed by Governor Manchin as the new Secretary of Administration.

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

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for February 17, 2005, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Eugene Stump, Chairman

State Personnel Board

Shelly Lowery, Secretary
State Personnel Board