

MINUTES OF THE STATE PERSONNEL BOARD

September 21, 2006

Charleston, West Virginia

The State Personnel Board met on September 21, 2006 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Sharon Lynch, Eugene Stump, Board member who chaired the meeting in the absence of Chairman Ferguson, and Elizabeth D. Walker. Also attending was Robin Perdue, designated representative for Secretary of Administration Robert Ferguson, Jr., who was unable to attend. Others in attendance were: Managers Tim Basford and Tari Crouse; and, Shelly Lowery, Secretary to the Board.

APPROVAL OF MINUTES

The minutes of the August 17, 2006 meeting had been sent to the members of the Board prior to the meeting. Acting Chairman Stump asked for any additions or corrections. There being none, Ms. Walker moved the minutes be accepted. Ms. Lynch seconded the motion. The August 17, 2006 minutes were approved by unanimous consent.

CONSIDERATION OF PROPOSALS

CLAY COUNTY HEALTH DEPARTMENT

Upon motion of Ms. Walker, seconded by Ms. Lynch, the State Personnel Board approved proposal #2374, implementing an across-the-board salary adjustment of \$25 per month for employees with two or more years of employment with the Clay County Health Department for fiscal year 2007, in accordance with Section 5.4 (f)(4) (Pay Differentials) of the Division of Personnel *Administrative Rule*. Tari McClintock Crouse, Manager of Employee Communications and Information, presented the proposal.

The Board members generally discussed the salary adjustments for the Clay County Health Department and asked that clarification be obtained regarding how the amounts were chosen. Ms. Crouse noted that a letter would be sent asking that a response be issued by the Clay County Health Department.

BECKLEY-RALEIGH COUNTY BOARD OF HEALTH

Upon motion of Ms. Walker, seconded by Ms. Lynch, the State Personnel Board approved proposal #2375, implementing a one time, non-base building across-the-board salary adjustment of \$750 for all current permanent employees of the Beckley-Raleigh County Health Department in accordance with Section 5.4 (f)(4) (Pay Differentials) of the Division of Personnel *Administrative Rule*. The adjustment is effective no later than October 1, 2006.

Tari McClintock Crouse, Manager of Employee Communications and Information, presented the proposal.

POCAHONTAS COUNTY HEALTH DEPARTMENT

Upon motion of Ms. Lynch, seconded by Ms. Walker, the State Personnel Board approved proposal #2377, implementing an across-the-board salary adjustment of \$100 per month for all eligible employees of the Pocahontas County Health Department for fiscal year 2007, in accordance with Section 5.4 (f)(4) (Pay Differentials) of the Division of Personnel *Administrative Rule*. Tari

McClintock Crouse, Manager of Employee Communications and Information, presented the proposal.

OTHER BUSINESS

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

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for October 19, 2006, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Robert Ferguson, Jr., Chairman
State Personnel Board

Shelly Lowery, Secretary
State Personnel Board