

MINUTES OF THE STATE PERSONNEL BOARD

September 20, 2007

Charleston, West Virginia

The State Personnel Board met on September 20, 2007 at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Robert Ferguson, Jr., Chairman, and member, Eugene Stump. Members Jack Canfield and Elizabeth Walker participated by telephone. Members Mark Carbone and Sharon Lynch were not present. Others in attendance included: Tari McClintock Crouse, Acting Director of the Division of Personnel and Assistant Director of Employee Communications and Information; Frank Chambers, Manager of the Applicant Placement Unit of Staffing Services; Mike Campbell, Manager of the Test Construction and Research Unit of Staffing Services; Yvonne Wilhelm, Manager of the Internal Employee Placement Unit of Staffing Services; Joe Thomas, Senior Personnel Specialist of Employee Relations; Barbara Jarrell, Senior Personnel Specialist of Classification and Compensation; and, Elizabeth Williams, Interim Secretary to the Board.

APPROVAL OF MINUTES

The members of the Board received the minutes from the August 16, 2007 meeting prior to this meeting. Chairman Ferguson asked for any additions or corrections. There being none, Mr. Stump moved to accept the minutes. Ms. Walker seconded the motion. The Board approved the August 16, 2007 minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

BECKLEY-RALEIGH COUNTY BOARD OF HEALTH

Upon motion of Mr. Stump, seconded by Mr. Canfield, the State Personnel Board approved proposal #2430, to implement an across-the-board, non-base building salary adjustment of \$1,000 for all permanent, full-time employees of the Beckley-Raleigh County Board of Health. This action is effective immediately. Tari McClintock Crouse, Acting Director of the Division of Personnel and Assistant Director of Employee Communications and Information, presented the proposal.

DEPARTMENT OF EDUCATION AND THE ARTS

Division of Culture and History

Upon motion of Mr. Stump, seconded by Ms. Walker, the State Personnel Board denied proposal #2431, to revise the existing (vacant) classified exempt position of Director of Camp Washington Carver to create a position for an exempt, at-will assistant to the Commissioner of the Division of Culture and History. Tari McClintock Crouse, Acting Director of the Division of

Personnel and Assistant Director of Employee Communications and Information, presented the proposal.

OTHER BUSINESS

Department of Health and Human Resources Hutchinson Secondary Employment

Upon motion of Mr. Canfield, seconded by Ms. Walker, the State Personnel Board determined that Ms. Hutchison's proposed secondary employment was in conflict with her current position with the Department of Health and Human Resources.

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for October 18, 2007, at 2:00 p.m. in Building 6, Room B-425, State Capitol Complex, Charleston, West Virginia.

Robert Ferguson, Jr., Chairman
State Personnel Board

Elizabeth Williams, Interim Secretary
State Personnel Board