

## **MINUTES OF THE STATE PERSONNEL BOARD**

**December 20, 2007**

**Charleston, West Virginia**

The State Personnel Board met on December 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 members, Eugene Stump, Sharon Lynch, Mark Carbone, and Jack Canfield. Others in attendance included: Tari McClintock Crouse, Acting Director of the Division of Personnel and Assistant Director of Employee Communications and Information; Jim Wells, Assistant Director of the Employee Relations Section; Evelyn Davis, Assistant Director of the Organization and Human Resources Development Section; Frank Chambers, Manager of the Applicant Placement Unit of Staffing Services; Mike Campbell, Manager of the Test Construction and Research Unit of Staffing Services; Barbara Jarrell, Senior Personnel Specialist of the Classification and Compensation Section; Lynn Schillings, Senior Personnel Specialist of the Internal Employee Placement Unit of Staffing Services; and, Elizabeth Williams, Interim Secretary to the Board.

### **APPROVAL OF MINUTES**

The members of the Board received the minutes from the November 15, 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. Lynch seconded the motion. The Board approved the November 15, 2007 minutes by unanimous consent.

### **CONSIDERATION OF PROPOSALS**

#### **MARION COUNTY HEALTH DEPARTMENT**

Upon motion of Mr. Canfield, seconded by Mr. Carbone, the State Personnel Board approved proposal #2437 to implement an across-the-board, non-base building salary adjustment of \$1,500.00 for all permanent, full-time employees and a proportionate adjustment for part-time employees of the Marion County Health Department to be effective on approval. Tari McClintock Crouse, Acting Director of the Division of Personnel and Assistant Director of Employee Communications and Information, presented the proposal.

#### **MID-OHIO VALLEY HEALTH DEPARTMENT**

Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board approved proposal #2438 to establish a fixed hourly rate (\$0.75 per hour) to be paid to designated staff for time spent "on-call" by pager or equivalent. Jim Wells, Assistant Director of Employee Relations, presented the proposal.

### **OTHER BUSINESS**

There was no other business.

With no further business, the meeting adjourned.

**NEXT BOARD MEETING**

**The next state Personnel Board meeting is scheduled for January 17, 2008, at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.**

**Robert Ferguson, Jr., Chairman  
State Personnel Board**

**Elizabeth Williams, Interim Secretary  
State Personnel Board**