

MINUTES OF THE STATE PERSONNEL BOARD
September 30, 2008
Charleston, West Virginia

The State Personnel Board met on September 30, 2008, at 2:00 p.m. to conduct business and to consider other administrative matters. The Board attempted to hold its regular monthly meeting on September 18, 2008, as scheduled, but was unable to achieve a quorum. Present at the meeting were Rebecca Mott Bentley, Assistant General Counsel for the Department of Administration and Chair Designee, per Robert W. Ferguson, Jr., Chairman, and members, Sharon Lynch, and Eugene Stump. Member Mark Carbone participated by telephone. Member Jack Canfield was unable to attend. Others in attendance included: Tari McClintock Crouse, Assistant Director of Employee Communications and Information; John Bowyer, Assistant Director of the Employee Relations Section; Lisa Dalporto, Assistant Director of the Classification & Compensation Section; Yvonne Wilhelm, Manager of the Internal Employee Placement Unit of Staffing Services; Debbie Anderson and Barbara Jarrell, Senior Personnel Specialists of the Classification and Compensation Section; and, Shelly Lowery, Secretary to the Board.

APPROVAL OF MINUTES

The members of the Board received the minutes from the August 21, 2008 meeting prior to this meeting. Acting Chairman Mott Bentley 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 August 21, 2008 minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF TRANSPORTATION

Division of Highways

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board denied proposal #2470, which requested the establishment of a special hiring rate of 25% above the minimum for the Intelligent Transportation Fusion Center Operator and Intelligent Transportation Fusion Center Supervisor classifications. Barbara Jarrell, Senior Personnel Specialist, of the Classification and Compensation Section of the Division of Personnel presented the proposal.

DEPARTMENT OF ADMINISTRATION

Office of Technology

Upon motion of Mr. Carbone, seconded by Mr. Stump, the State Personnel Board approved proposal #2485, establishing the classifications of Information Security Officer 1 at pay grade 21 (\$40,932 – 75,720), Information Security Officer 2 at pay grade 22 (\$43,800 – 81,036), and Information Security Officer 3 at pay grade 23 (\$46,872 – 86,724). These actions are effective November 1, 2008. Lisa Dalporto, Assistant Director for the Classification and Compensation Section, presented the proposal.

**DEPARTMENT OF MILITARY AFFAIRS & PUBLIC SAFETY
Criminal Justice Services**

Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board approved proposal #2486, exempting from the classified service three positions for the administration of the Purdue Pharma Asset Forfeiture Funds under the provisions of *West Virginia Code* § 29-6-4(c)(9):

“Persons employed in a professional or scientific capacity to make or conduct a temporary and special inquiry, investigation or examination on behalf of the Legislature or a committee thereof, an executive department or by authority of the governor...”.

The exemptions are for a period of two years beginning with the hire date of the first exempt employee. Tari McClintock Crouse, Assistant Director for Employee Communications and Information, presented the proposal.

OTHER BUSINESS

Division of Forestry – Hammer Secondary Employment

Upon motion of Mr. Stump, seconded by Ms. Lynch, the State Personnel Board determined that Ms. Jennifer Hammer’s request for secondary employment would present a conflict with her primary job duties as an Urban Forestry Technical Specialist with the Division of Forestry.

Department of Health and Human Resources – Menear Secondary Employment

Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board determined that Ms. Linda Menear’s request for secondary employment would present a conflict with her primary job duties as a Child Protective Services Worker with the Department of Health and Human Resources.

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

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for October 16, 2008, at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.

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

**Shelly R. Lowery, Secretary
State Personnel Board**