

MINUTES OF THE STATE PERSONNEL BOARD
October 16, 2008
Charleston, West Virginia

The State Personnel Board met on October 16, 2008, at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were Robert W. Ferguson, Jr., Chairman, and members, Jack Canfield, Sharon Lynch, and Eugene Stump. Member Mark Carbone was unable to attend. Others in attendance included: Otis G. Cox, Director of the Division of Personnel; Mike Campbell, Assistant Director of the Staffing Services Section; Tari McClintock Crouse, Assistant Director of Employee Communications and Information; Lisa Dalporto, Assistant Director of the Classification & Compensation Section; Evelyn Davis, Assistant Director of the Organization and Human Resource Development Section; 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 September 30, 2008 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 September 30, 2008 minutes by unanimous consent.

ADDITION OF PROPOSAL TO AGENDA

Upon motion of Mr. Stump, seconded by Mr. Canfield, the State Personnel Board approved the addition of proposal #2490 to the agenda.

CONSIDERATION OF PROPOSALS

DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Upon motion of Ms. Lynch, seconded by Mr. Stump, the State Personnel Board approved proposal #2489, revising the pay grade for the Radiological Health Specialist, Chief from grade 15 (\$27,252 - 50,400) to grade 18 (\$33,396 - 61,788). This action is effective December 1, 2008. Lisa Dalporto, Assistant Director for the Classification and Compensation Section, presented the proposal.

PRESTON COUNTY HEALTH DEPARTMENT

Upon motion of Mr. Canfield, seconded by Ms. Lynch, the State Personnel Board approved proposal #2490, implementing an across-the-board salary adjustment which, when combined with the mandatory across-the-board increase for which the Legislature provided funding, will equal 3% annually. The adjustment will apply to all employees of the Preston County Health Department in accordance with Section 5.4 (f)(4) (Pay Differentials) of the

Division of Personnel *Administrative Rule*. The adjustment is effective retroactive to July 1, 2008. Tari McClintock Crouse, Assistant Director for Employee Communications and Information, presented the proposal.

OTHER BUSINESS

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next state Personnel Board meeting is scheduled for November 20, 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**