

MINUTES OF THE STATE PERSONNEL BOARD

January 15, 2013

Charleston, West Virginia

The State Personnel Board met on January 15, 2013, at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were: Ross Taylor, Chairman, and members Eugene Stump, Randy Hansford and Mark Carbone. Members Sharon Lynch and Elizabeth Walker participated by telephone. Others in attendance included: Sara Walker, Director of Personnel; Lisa Collins, Employee Information and Transaction Processing; Barbara Jarrell, Assistant Director, Classification and Compensation; Mike Campbell, Assistant Director, Staffing Services; Lynn Schillings, Internal Placement; Mary Jane Ayoob and Jim Bateman, Staffing Services; Hannah Toney and Mark Isabella, Organization and Human Resources Development; Mike Coleman and Kathy Carroll, Division of Corrections; Keith Wood, Aviation Division; Linda Coleman, Department of Administration; Tracy Dennis, Employee Relations; and Drema Gibson, Secretary to the Board.

APPROVAL OF MINUTES

The members of the State Personnel Board received the minutes from the December 20, 2012, meeting prior to this meeting. Mr. Carbone moved to accept the minutes as written for the December 20, 2012, meeting. Mr. Hansford seconded the motion. The Board approved the December 20, 2012, minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

2618 Department of Administration, Aviation Division

Upon motion of Mr. Stump, seconded by Mr. Carbone, the State Personnel Board approved the Department of Administration, Aviation Division's proposal #2618 to establish a twelve-month probationary period for the job classifications of Aviation Pilot and Aviation Supervisor. The proposal is to be effective with any employees hired in these job classifications from an original appointment on or after March 1, 2013.

2619 Department of Military Affairs & Public Safety, Division of Corrections

Upon motion of Mr. Stump, seconded by Mr. Carbone, the State Personnel Board approved the Department of Military Affairs & Public Safety, Division of Corrections' proposal to provide a special pay differential for Correctional Officers who are members of the Division of Corrections Crisis Management Team (CMT), Corrections Emergency Response Teams (CERT) and the Crisis Negotiations Teams (CNT). Correctional Officers will receive a 10% increase and the K9 Officers will receive a 5% increase, which will be paid during the duration of the assignment. These are ongoing teams with employees rotating on and off the teams and the pay differential will be paid for the duration of the assignment. This proposal is to be effective March 1, 2013.

2620 Braxton County Health Department

Upon motion of Mr. Hansford, seconded by Mr. Stump, the State Personnel Board approved Braxton County Health Department proposal #2620 to implement a one-time, non-base building salary adjustment for all permanent employees of the Braxton County Health Department in the amount of 4%. This salary adjustment is to be effective January 15, 2013.

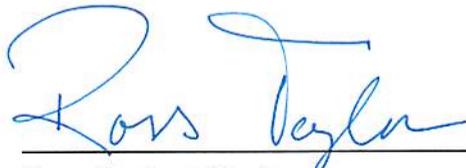
OTHER BUSINESS

None.

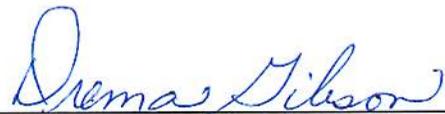
With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for Tuesday, February 19, 2013, at 2:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.



Ferry
Ross Taylor, Chairman
State Personnel Board



Secretary
State Personnel Board