

MINUTES OF THE STATE PERSONNEL BOARD
February 19, 2013
Charleston, West Virginia

The State Personnel Board met on February 19, 2013, at 2:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting were: Cedric Greene on behalf of 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; Teresa Morgan, Assistant Director, Employee Information and Transaction Processing; Lisa Collins, Employee Information and Transaction Processing; Barbara Jarrell, Assistant Director, Classification and Compensation; Lynn Schillings, Internal Placement; Mary Jane Ayoob and Jim Bateman, Staffing Services; Hannah Toney, Organization and Human Resources Development; and Drema Gibson, Secretary to the Board.

APPROVAL OF MINUTES

The members of the State Personnel Board received the minutes from the January 15, 2013, meeting prior to this meeting. Mr. Stump moved to accept the minutes as written for the January 15, 2013, meeting. Mr. Hansford seconded the motion. The Board approved the January 15, 2013, minutes by unanimous consent.

CONSIDERATION OF PROPOSALS

2623 Gilmer County Health Department

Upon motion of Mr. Hansford, seconded by Mr. Carbone, the State Personnel Board approved Gilmer County Health Department proposal 2623 to implement a salary adjustment for all permanent full-time employees of the Gilmer County Health Department in the amount of \$100.00 per month. The adjustment is to be effective March 1, 2013.

OTHER BUSINESS

Division of Personnel

Director Walker gave an update on the PLANS Project stating that all allocations have been given to the agencies and they are currently being reviewed. The next phase of the project is the compensation piece. At the present time there is no indication that there will be funds available for increases; however, no employee will receive a pay cut even if their classification goes down in pay grade. The project deadline is June 30, 2013.

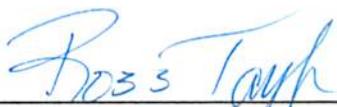
Meeting Time for State Personnel Board

The State Personnel Board will begin meeting at 1:00 p.m. instead of 2:00 p.m. on the third Tuesday of each month.

With no further business, the meeting adjourned.

NEXT BOARD MEETING

The next State Personnel Board meeting is scheduled for Tuesday, March 19, 2013, at 1:00 p.m. in Building 6, Room 425, State Capitol Complex, Charleston, West Virginia.



Ross Taylor, Chairman
State Personnel Board



Secretary
State Personnel Board