

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

**August 19, 2014**

**Charleston, West Virginia**

The State Personnel Board met on August 19, 2014 at 1:00 p.m. to conduct business and to consider other administrative matters. Present at the meeting: Cedric Greene on behalf of Chairman Ross Taylor. Board Members Eugene Stump, Mark Carbone, Elizabeth Walker and Sharon Lynch participated by telephone. Sandra Ball attended on behalf of the Summers County Health Department and Lolita Kirk attended for the Kanawha-Charleston Health Department. Division of Personnel staff members attending were: Sara Walker, Director; Lynn Schillings; Joe Thomas; Laura Mann; Mark Isabella; Bruce Cottrill; Teresa Morgan; Mary Jane Ayoob; Lisa Collins; Jim Bateman; and Drema Gibson, Board Secretary.

### **APPROVAL OF MINUTES**

The members of the State Personnel Board received the minutes from the July 15, 2014 meeting prior to this meeting. Mr. Stump moved to accept the minutes as written and Mr. Carbone seconded the motion. The Board approved these minutes by unanimous consent.

### **CONSIDERATION OF PROPOSALS**

#### **2661 Kanawha-Charleston Health Department**

Upon motion of Ms. Lynch and seconded by Mr. Stump, the State Personnel Board approved the Kanawha-Charleston Health Department's proposal (SPB #2661) to implement a \$504 per year, (\$42 per month) base building (across-the-board) salary adjustment for all permanent full-time employees of the Kanawha-Charleston Health Department. This salary adjustment is to be effective September 1, 2014.

#### **2662 Summers County Health Department**

Upon motion of Mr. Stump and seconded by Ms. Lynch, the State Personnel Board approved the Summers County Health Department's proposal (SPB #2662) granting four across-the-board type salary adjustments with past effective dates and to allow them to process the salary increases to the Division of Personnel in the form of one WV-11 for each employee. This is being done to allow the Summers County Health Department to correct the histories of these employees and to bring them into compliance with civil service merit system rules concerning these across-the-board type salary adjustments.

#### **2663 Summers County Health Department**

Upon motion of Mr. Stump and seconded by Mr. Carbone, the State Personnel Board approved the Summers County Health Department's proposal (SPB #2663) to implement a \$1,000 per year, base building (across-the-board) salary adjustment for all permanent full-time employees of the Summers County Health Department. The adjustment is to be effective September 1, 2014.

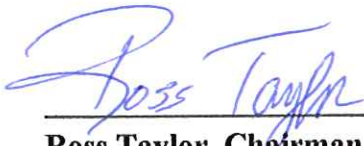
## **OTHER BUSINESS**

### **Division of Personnel**

Upon motion of Mr. Carbone and seconded by Ms. Lynch, the State Personnel Board approved the rescinding of the *Delayed Payroll Assignment* policy (DOP-P14) whereas legislation invalidated the policy.

### **NEXT BOARD MEETING**

The next State Personnel Board meeting is scheduled for Tuesday, September 16, 2014, 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**