

# COMPENSATION BOARD DOCKET #08/08

## February 20, 2008

EMPLOYEE RECOGNITION  
NONE.

### 307-08-08: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF	The following localities are requesting Base Budget Fund transfers for Personnel Changes. Salary increases are within Compensation Board guidelines. The officer is requesting that this salary increase be effective February 1, 2007.	-0-	The Compensation Board approved a transfer of \$2,000 (Patrick County) and \$2,909 (Pittsylvania County) from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer(s) temporary budget in the current as well as subsequent fiscal years.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
141	307	Patrick County	01/28/08	Temporary	Position #00006	\$2,463	\$400	\$167
141	307	Patrick County	01/28/08	Temporary	Position #00008	\$2,063	\$400	\$167
141	307	Patrick County	01/28/08	Temporary	Position #79090	\$1,663	\$1,200	\$500
143	307	Pittsylvania County	01/22/08	Temporary	Position #00010	\$5,980	\$2,909	\$1,212
<b>Totals</b>							<b>\$4,909</b>	<b>\$2,046</b>

BRUNSWICK COUNTY	SHERIFF	01-30-08 Newly elected Officer requests to rescind the approved January Docket request to transfer Temporary Funds to Permanent Salaries. In performing other personnel changes, Turnover Funds were generated making it unnecessary to use some of these Temporary Funds.	-0-	Approved as requested.
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FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
025	307	Brunswick County	01/30/08	Permanent	Temporary	\$8,059	\$6,839	\$3,420
<b>Totals</b>							<b>\$6,839</b>	<b>\$3,420</b>

### 307-08-08: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NOTTOWAY COUNTY	SHERIFF	02-13-08 The following locality is requesting a Base Budget Fund transfer for Personnel Changes. Salary increase is within Compensation Board guidelines. The officer is requesting that this salary increase be effective March 1, 2008.	-0-	The Compensation Board approved a transfer of \$1,254 from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer(s) temporary budget in the current as well as subsequent fiscal years.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
135	307	Nottoway County	02/13/08	Temporary	Position #00005	\$29,598	\$1,254	\$418
		<b>Totals</b>					<b>\$1,254</b>	<b>\$418</b>

DINWIDDIE COUNTY	SHERIFF	02-12-08 The following office is requesting a base budget transfer from Turnover to Base temporary funds.	\$60,738	The Compensation Board did not approve this request. As indicated by the Compensation Board at its September 19, 2007 meeting and confirmed at its October 3, 2007 meeting, the transfer of turnover funds to other budget categories will no longer be allowed for the remainder of FY08.
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FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
053	307	Dinwiddie County	02/12/08	Turnover	Temporary	\$60,738	\$60,738	\$25,308
		<b>Totals</b>					<b>\$60,738</b>	<b>\$25,308</b>

### 717-08-08: DIRECTORS OF FINANCE

NONE.

# 771-08-08: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RUSSELL COUNTY	COMMISSIONER OF THE REVENUE	01-22-08 Officer requests an exception to 90-Day Vacancy Rule for position 00001, budgeted at \$19,575, vacated on December 31, 2007. McReynolds, formerly in position 00001, was elected Clerk of the Circuit Court. Officer requests approval to hire for position 00001 effective January 1, 2008.	\$4,893.75	Approved as an exception to policy, based upon the specific conditions stated by the officer and in accordance with Board action of November 14, 2007 to grant an exception for vacancies caused by election of a deputy as a constitutional officer.
ACCOMACK COUNTY	COMMISSIONER OF THE REVENUE	01-25-08 Officer requests the following transfer for FY08. This position has been vacant the entire year.	\$6,744	The Compensation Board did not approve this request. As indicated by the Compensation Board at its September 19, 2007 meeting and confirmed at its October 3, 2007 meeting, the use of vacancy savings will not be allowed for the remainder of FY08 for Circuit Court Clerks, Treasurers, Directors of Finance or Commissioners of the Revenue, as part of the Governor's FY08 Budget Reduction Plan.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
001	771	Accomack	01/25/08	Position 00001	Office Expenses	\$6,744.00	\$6,744.00
		<b>Totals</b>				<b>\$6,744.00</b>	<b>\$6,744.00</b>

KING & QUEEN COUNTY	COMMISSIONER OF THE REVENUE	01-28-08 Officer requests exception to 90-Day Vacancy Rule for position 00003, budgeted at \$17,858, vacated on December 31, 2007. This position represents 50% of the officer's staff, and to hold position 00003 vacant would leave the officer with only one deputy. Officer requests this be effective January 1, 2008.	\$4,464.51	Approved as an exception to policy, based upon the specific conditions stated by the officer.
CITY OF HOPEWELL	COMMISSIONER OF THE REVENUE	01-03-08 Officer has 3 funded Compensation Board deputy positions. Position 3 was vacated on January 16, 2008, and position 4 will be vacated on February 14, 2008. Officer requests exception to 90-Day Vacancy Rule for position 00003, budgeted at \$28,362, and will keep position 00004 vacant for 90 days.	\$7,090.50	Approved as an exception to policy, based upon the specific conditions stated by the officer.

# 771-08-08: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HIGHLAND COUNTY	COMMISSIONER OF THE REVENUE	<p>1-30-08. Officer is requesting a one-time approval of part-time funding.</p> <p>This office has one deputy, and during August and September the deputy was out of the office for surgery. Officer states it was a crucial time for personal property assessments, and she needed assistance with customers and answering phones while she assessed personal property. The County allocated \$5,000 for her FY08 budget for part-time personnel, including \$2,500 for July through December and \$2,500 for January through June. When part-time personnel costs exceeded the initial \$2,500 in October, there was discussion with the County Administrator regarding the use of the next apportioned \$2,500 that was budgeted to begin in January, and a portion of those funds was expended prior to January. In December the County advised the Officer that she could no longer access any of the funds until January, and she is now responsible for the payment of \$1,989 personally for the salary paid to the part-time employee.</p>	\$1,989	The Compensation Board did not approve this request. As noted in the Compensation Board's letter of May 1, 2007, additional funding is not available this year.

# 771-08-08: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAMPBELL COUNTY	COMMISSIONER OF THE REVENUE	<p>2-05-08 Officer requests the following corrections to CY05 and CY06 Workload. The change in rank and percent of need would be as follows</p> <ul style="list-style-type: none"> <li>• Current Need 53.87% Updated Need 55.02%</li> <li>• Current Rank 41<sup>st</sup> Updated Rank 38<sup>th</sup></li> </ul> <p>The Commissioner of the Revenue Staffing Standards Committee has reviewed the request and concurs.</p>	-0-	Compensation Board concurs with officer's request to update workload data for CY05 and CY06 and asks Compensation Board staff to update COIN with corrected data.

### CURRENT W/ ERROR

<b>Category</b>	CY05	CY06
Item 41. Pers Prop Assessments	68,075	68,235
Item 52. Mach & Tool Accts	2,579	2,533
Item 53. Mobile Home Assessments	4,187	4,107

### CORRECTION

<b>Category</b>	CY05	CY06
Item 41. Pers Prop Assessments	73,547	73,322
Item 52. Mach & Tool Accts	3,015	2,954
Item 53. Mobile Home Assessments	4,323	4,241

CITY OF MARTINSVILLE	COMMISSIONER OF THE REVENUE	<p>02-07-08 Officer requests an exception to the 60-Day reimbursement policy. An incorrect pre-tax premium was entered in COIN for position 00005, generating an incorrect COIN Taxable Salary. As a result, FICA reimbursements for this position have been incorrect the entire fiscal year. Officer requests reimbursement of the underpaid FICA for July-November 2007.</p>	\$292.58	Approved as an exception to policy, based upon the specific conditions stated by the officer.
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# 772-08-08: COMMONWEALTH'S ATTORNEYS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BUCHANAN COUNTY	COMMONWEALTH'S ATTORNEY	01-15-08 Officer requests to rescind the approved December Docket request; requesting to transfer Temporary Funds to Permanent Salaries to fund a New Hire salary to position #8.  In performing other personnel changes, Turnover Funds were generated making it unnecessary to use Temporary Funds for the New Hire salary.	-0-	Approved as requested.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
027	772	Buchanan County	01/15/08	Position #00008	Temporary	2,057	2,057	\$1,029
<b>Totals</b>							<b>\$2,057</b>	<b>\$1,029</b>

HIGHLAND COUNTY	COMMONWEALTH'S ATTORNEY	1-24-08 Constitutional Officer states the previous Constitutional Officer personally owned the equipment and furnishings of the Commonwealth's Attorney's office and took them when he left office. Constitutional Officer requests Equipment Funds @ \$2,546 to purchase the following items:  <b>NOTE:</b> There are no Vacancy Savings funds available to fund this request.  Constitutional officer states that her private practice office is not geographically located near the Commonwealth's Attorney office.	\$1,200 (Total Cost) \$718 (Stressed Cost)	Approved as noted in the "Total Cost Approved" column. This approval is as an exception to policy, based upon the specific conditions stated by the officer.
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FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
091-772	Highland County	PC	1	1,296	1,296	1	1,200	1,200	718.08
091-772	Highland County	Desk and Chair	1	950	950	1	0	0	0.00
091-772	Highland County	Filing Cabinet	1	300	300	1	0	0	0.00
<b>091-772 Total</b>					<b>2,546</b>			<b>1,200</b>	<b>718.08</b>
<b>Grand Total</b>					<b>\$2,546.00</b>			<b>\$1,200.00</b>	<b>\$718.08</b>

# 772-08-08: COMMONWEALTH'S ATTORNEYS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BATH COUNTY	COMMONWEALTH'S ATTORNEY	01-25-08 Officer requests an exception to the \$500, 60-day reimbursement policy. The previous Highland County part-time Constitutional Officer who performed as substitute prosecutor in Bath County did not submit the CB22 Forms in a timely manner when the total equaled \$500, but were submitted after the conclusion of the case.  <b>NOTE:</b> the requests were completed using the original \$300 maximum reimbursement policy.	\$1,997.30	Approved as an exception to policy, based upon the specific conditions stated by the officer.

Prosecutor	Expenses From - To	Defendant	Total
John M. Lohr	8-21-07 / 9-04-07	John Carl Franklin	\$179.00
John M. Lohr	9-04-07 / 9-06-07	John Carl Franklin	\$275.00
John M. Lohr	9-11-07 / 9-13-07	John Carl Franklin	\$197.50
John M. Lohr	9-13-07 / 9-13-10	John Carl Franklin	\$212.50
John M. Lohr	9-14-07 / 9-14-07	John Carl Franklin	\$300.00
John M. Lohr	9-14-07 / 9-14-07	John Carl Franklin	\$300.00
John M. Lohr	9-14-07 / 9-18-07	John Carl Franklin	\$251.20
John M. Lohr	9-18-07 / 6-20-07	John Carl Franklin	\$125.00
John M. Lohr	9-21-07 / 12-27-07	John Carl Franklin	\$157.10
			<b>\$1,997.30</b>

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMONWEALTH'S ATTORNEY	The following localities are requesting Base Budget funds transfers for Personnel Changes. Salary increases are within Compensation Board guidelines. The offices are requesting that the salary increases be made effective January 1, 2008.	-0-	The Compensation Board approved a transfer of \$9,171 (Montgomery County) and \$2,000 (Tazewell County) from base office expense to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer(s) office expense budget in the current as well as subsequent fiscal years.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
121	772	Montgomery County	01/25/08	Office Expense	Position #00003	10,051	9,171	\$4,586
185	772	Tazewell County	01/25/08	Office Expense	Positions #6, #9	\$8,826	\$2,000	\$1,000
		<b>Totals</b>					<b>\$11,171</b>	<b>\$5,586</b>

# 772-08-08: COMMONWEALTH'S ATTORNEYS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BUCKINGHAM COUNTY	COMMONWEALTH'S ATTORNEY	The following locality is requesting to transfer remaining balance of annual salary from vacant position into Temporary Funds. This position has been vacant the entire fiscal year and will remain vacant.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
029	772	Buckingham County	01/31/08	Position #00002	Temporary	\$13,982.50	\$13,982.50
<b>Totals</b>						<b>\$13,982.50</b>	<b>\$13,982.50</b>

LISTED BELOW	COMMONWEALTH'S ATTORNEY	The following localities are requesting a One-Time Fund Transfer of Vacancy Savings to fund the purchase of copiers. Vacancy Savings funds are available to fund the cost of these purchases.	\$8,000 (Total Cost) \$6,394.80 (Stressed Cost)	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
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FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
155-772	Pulaski County	Copier	1	4,814	4,814	1	4,000	4,000	2,990.40
<b>155-772 Total</b>				4,814	4,814			4,000	2,990.40
750-772	Radford City	Copier	1	5,800	5,800	1	4,000	4,000	3,404.40
<b>750-772 Total</b>				5,800	5,800			4,000	3,404.40
<b>Grand Total</b>				10,614	10,614			8,000	6,394.80

# 773-08-08: CIRCUIT COURT CLERKS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>																											
GLOUCESTER COUNTY	CIRCUIT COURT CLERK	<p>01-25-08 Newly elected Constitutional Officer requests reconsideration for an exception to the 90-day hiring delay to fill position #5 effective Feb. 1, 2008. This position was vacated Dec. 31, 2007.</p> <p>This officer has already fulfilled the 90-day vacancy period for position #6 that vacated September 28, 2007 and has advertised and plans to fill the position February 1st. Position #2 is also vacant due to the deputy Clerk being elected the Clerk.</p> <p>The Officer states the repetitive re-staffing and training in an office already understaffed creates an undue hardship making it almost impossible to lawfully fulfill mandatory procedures and deadlines and maintain an effective office.</p>	-0-	The Compensation Board did not approve the request for reconsideration, noting that position 6 was eligible to be filled on December 27, 2007 and position 2 was eligible to be filled on January 1, 2008.																											
RUSSELL COUNTY	CIRCUIT COURT CLERK	<p>01-25-08 At its July 2007 meeting, the Compensation Board previously approved a request of the former officer to transfer the annual salary of \$10,794 in vacant position #00005 to Temporary Funds. Not all funds transferred have been expended.</p> <p>New Officer is requesting to transfer back into position #00005 funding needed to fill the position effective Feb. 1, 2008.</p>	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.																											
<table border="1"> <thead> <tr> <th>FIPS</th> <th>Office</th> <th>Locality Name</th> <th>Request Date</th> <th>From Category</th> <th>To Category</th> <th>Amount Available</th> <th>Amount Requested</th> </tr> </thead> <tbody> <tr> <td>167</td> <td>773</td> <td>Russell County</td> <td>01/25/08</td> <td>Temporary</td> <td>Position #00005</td> <td>\$7,351.75</td> <td>\$4,677.50</td> </tr> <tr> <td colspan="6" style="text-align: center;"><b>Totals</b></td> <td><b>\$7,351.75</b></td> <td><b>\$4,677.50</b></td> </tr> </tbody> </table>								FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	167	773	Russell County	01/25/08	Temporary	Position #00005	\$7,351.75	\$4,677.50	<b>Totals</b>						<b>\$7,351.75</b>	<b>\$4,677.50</b>
FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested																								
167	773	Russell County	01/25/08	Temporary	Position #00005	\$7,351.75	\$4,677.50																								
<b>Totals</b>						<b>\$7,351.75</b>	<b>\$4,677.50</b>																								
RUSSELL COUNTY	CIRCUIT COURT CLERK	<p>01-25-08 Officer is requesting an exception to the 90-day hiring delay to fill position #00006, effective February 1, 2008. This position was vacated December 31, 2007.</p> <p>Officer states she is conducting interviews to fill vacant position #00005, which has fulfilled the 90-day vacancy.</p> <p>To perform the duties of the office efficiently and affectively is hindered by being understaffed by both position #00005 and position #00006.</p>	\$5,965	The Compensation Board did not approve this request. As noted by the Compensation Board at their meeting of October 3, 2007, a 90-Day vacancy policy is in effect for FY08 as a part of the Governor's FY08 Budget Reduction Plan.																											
PRINCE WILLIAM COUNTY	CIRCUIT COURT CLERK	<p>01-29-08 Officer is requesting to correct the workload data submitted for Restitutions Workload Measures for CY2006.</p>	-0-	Compensation Board concurs with officer's request to update workload data for CY06 and asks Compensation Board staff to update COIN with corrected data.																											

Submitted in Previous Year

Description	CY2006
Restitution	6,980

Correction to Previous Year

Description	CY2006
Restitution	1,067

# 773-08-08: CIRCUIT COURT CLERKS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HIGHLAND COUNTY	CIRCUIT COURT CLERK	<p>02-01-08 Newly Elected Officer is requesting an exception to the vacancy savings restriction to supplement the pay of a part-time employee working full-time during the hiring process for the only Comp Board staff position, which was vacated effective December 31, 2007 when the deputy was elected Clerk, and was already exempted from the 90-day hiring freeze.</p> <p>Officer requests to transfer the funds to pay the Part-time Deputy, who worked full-time the month of January and has also agreed to work full-time February as the new Deputy will begin mid-February.</p> <p><b>NOTE:</b> The vacancy savings will be generated when the January payroll reimbursement is processed.</p>	\$2,000	Approved as an exception to policy, based upon the specific conditions stated by the officer.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
091	773	Highland County	02/01/08	Position #00002	Temporary	\$2,422.83	\$2,000.00
<b>Totals</b>						<b>\$2,422.83</b>	<b>\$2,000.00</b>

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GRAYSON COUNTY	CIRCUIT COURT CLERK	<p>02-04-08 Newly Elected Officer is requesting an exception to the Turnover funds restriction policy to perform a base budget transfer from Turnover to Temporary funds, effective February 1, 2008. Officer states the need for Temporary funds is due to heavy workload and office being under staffed.</p>	\$5,458	The Compensation Board did not approve this request. As indicated by the Compensation Board at its September 19, 2007 meeting and confirmed at its October 3, 2007 meeting, the transfer of turnover funds to other budget categories will no longer be allowed for the remainder of FY08.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
077	773	Grayson County	02/04/08	Turnover	Temporary	5,458	5,458	\$2,274
<b>Totals</b>							<b>\$5,458</b>	<b>\$2,274</b>

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NOTTOWAY COUNTY	CIRCUIT COURT CLERK	<p>02-8-08 Officer is requesting an exception to the 90-day hiring delay to fill position #00003, effective May 16, 2008. This position will be vacated May 15, 2008.</p> <p>Officer states, of her three Comp Board funded positions; position #4, is not funded due to the FY04 budget reduction so that position 3 represents 50% of the officer's staff, and when position 3 is vacated she will only have one working employee. Officer seeks to have the new hire employee trained prior to her current employee taking her annual vacation.</p>	<p><b>FY08</b> \$3,473.38</p> <p><b>FY09</b> \$3,749.04</p>	Approved as an exception to policy, based upon the specific conditions stated by the officer.

# 773-08-08: CIRCUIT COURT CLERKS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
TECHNOLOGY TRUST FUND (TTF) – FY08 MID-YEAR DOCKET REQUESTS	CIRCUIT COURT CLERKS	<p>Compensation Board staff present TTF Mid-Year Docket Requests from 22 Circuit Court Clerks. Twenty-one (21) Clerks certified to currently providing secure remote access (SRA) to land records. One (1) Clerk certified to providing SRA by July 1, 2008.</p> <p>Three (3) Clerks requested a total of \$38,876 in \$4 funds, ranging from equipment, software and redaction. Twenty-one (21) Clerks requested a total of \$884,363 in \$1 funds, ranging from equipment, software, redaction, conversion services, training, installation, maintenance, Case Imaging and Case Management related fees (Supreme Court of Virginia) and a new Land Information, e-filing and e-commerce system.</p>	<p>\$4 Fund \$38,876</p> <p>\$1 Fund \$504,232</p>	<p>Approved per the attached FY08 TTF Mid-Year Allocation of \$4 and \$1 Fund - February 20, 2008 spreadsheet. Approval for full funding is contingent upon an additional appropriation from the Department of Planning and Budget to meet the total FY08 need. Available cash is sufficient to cover approved requests.</p> <p>The Compensation Board approved \$38,876 in \$4 fund requests and approved \$504,232 in \$1 fund requests.</p> <p>The Compensation Board did not approve \$380,131 in \$1 fund requests for the following reasons: 1) Six Clerk requests were identified as purpose code "F" requests, in accordance with the Code of Virginia, § 17.1-279.F. Purpose code "F" requests are specifically reserved for the respective Clerk's \$4 fund; 2) Three requests were from Clerks that have previously requested (in FY08) \$4 funds for purpose code "F". In accordance with Board policies set in November 2007 (at the recommendation of the Clerks VCCA TTF Committee), "requests for \$1 TTF funds will only be considered when the Clerk". . . (has made) "no \$4 request. . . for automation and technology improvements in his office that are not related to land records (Purpose Code F)"; 3) One Clerk request was for day-forward redaction. The day-forward redaction process by the Supreme Court of Virginia has not yet been identified or set out; and 4) One Clerk request fell outside the Board policies set in November 2007 which outline the specific uses of the \$1 fund at this time as the provision and/or maintenance of secure remote access (SRA) or SRA activities, and the redaction of social security numbers.</p>

FIPS	Locality	SRA	Vendor	Land Records		Other Areas	\$4 Approved	\$1 Fund Approved	Not Approved	Reason Not Approved
				\$4 Request	\$1 Fund Request	Purpose Code F				
005	Alleghany	Y	SCV	\$0	\$18,450	\$0		\$18,450		
005	Alleghany	Y	SCV	\$0	\$6,600	\$6,600			\$6,600	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
011	Appomattox	Y	ILS	\$0	\$6,537	\$0		\$6,537		
027	Buchanan	Y	SCV	\$0	\$14,669	\$0		\$14,669		
027	Buchanan	Y		\$0	\$1,414	\$0			\$1,414	SCV Day-forward redaction process not established
033	Caroline	Y	Logan	\$0	\$11,650	\$0		\$11,650		
033	Caroline	Y	SCV	\$0	\$47,708	\$47,708			\$47,708	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
045	Craig	N	SCV	\$0	\$1,985	\$0		\$1,985		

# 773-08-08: CIRCUIT COURT CLERKS

Continued.

FIPS	Locality	SRA	Vendor	Land Records		Other Areas	\$4 Approved	\$1 Fund Approved	Not Approved	Reason Not Approved
				\$4 Request	\$1 Fund Request	Purpose Code F				
053	Dinwiddie	Y	SCV	\$6,966	\$0	\$0	\$6,966			
053	Dinwiddie	Y	SCV, Meadows & County	\$0	\$29,171	\$0		\$29,171		
065	Fluvanna	Y	Logan	\$0	\$22,600	\$0		\$22,600		
071	Giles	Y	King-Moore	\$0	\$3,399	\$0		\$3,399		
081	Greensville	Y	SCV	\$0	\$2,000	\$0		\$2,000		
105	Lee	Y	SCV	\$22,940	\$0	\$0	\$22,940			
105	Lee	Y	SCV		\$2,650	\$0		\$2,650		
105	Lee	Y	SCV	\$0	\$5,000	\$5,000			\$5,000	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
127	New Kent	Y	Logan	\$0	\$11,250	\$11,250			\$11,250	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
131	Northampton	Y	AmCad & County	\$0	\$91,170	\$0		\$91,170		
131	Northampton	Y		\$0	\$500	\$500			\$500	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
131	Northampton	Y	AmCad	\$0	\$225,000	\$0			\$225,000	Falls outside \$1 Fund Priorities set by CB in November 2007
155	Pulaski	Y	Eagle & SCV	\$0	\$11,706	\$0		\$11,706		
155	Pulaski	Y	SCV	\$0	\$7,000	\$7,000			\$7,000	§ 17.1-279 F prohibits \$1 for use in "Other Areas" of the court
159	Richmond Co	Y	ILS	\$0	\$26,080	\$0		\$26,080		
169	Scott	Y	BIS	\$0	\$82,084	\$0		\$82,084		
181	Surry	Y	Logan	\$0	\$14,000	\$0			\$14,000	Previous Purpose Code F request in FY08
183	Sussex	Y	Logan	\$0	\$47,200	\$0		\$47,200		
191	Washington	Y	SCV	\$8,970	\$0	\$0	\$8,970			
195	Wise	Y	Mixnet	\$0	\$39,939	\$0			\$39,939	Previous Purpose Code F request in FY08
750	Radford City	Y		\$0	\$5,100	\$0		\$5,100		
790	Staunton City	Y	SCV, DataBank IMX, & City	\$0	\$127,781	\$0		\$127,781		
810	Virginia Beach	Y	AmCad	\$0	\$21,720	\$0			\$21,720	Previous Purpose Code F request in FY08
<b>22 Clerks</b>				<b>\$38,876</b>	<b>\$884,363</b>	<b>\$78,058</b>	<b>\$38,876</b>	<b>\$504,232</b>	<b>\$380,131</b>	

# 774-08-08: TREASURERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLOYD COUNTY	TREASURER	<p>01-16-08 Officer requests the following Base Budget Fund Transfer.</p> <p>Staff notes this position is a budget reduced position, previously filled and vacated effective January 1, 2008. Officer is requesting the full salary of the budget reduced position be transferred to base office expenses.</p>	-0-	<p>The Compensation Board did not approve this request. As indicated by the Compensation Board at its September 19, 2007 meeting and confirmed at its October 3, 2007 meeting, the use of vacancy savings will not be allowed for the remainder of FY08 for Circuit Court Clerks, Treasurers, Directors of Finance or Commissioners of the Revenue, as part of the Governor's FY08 Budget Reduction Plan.</p> <p>Additionally, base transfers of unused salary funds (turnover) to other budget categories are not allowed for the remainder of FY08.</p>

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
063	774	Floyd County	01/16/08	Perm/Position 00003	Office Expense	\$4,431	\$4,431	\$1,846
<b>Totals</b>							<b>\$4,431</b>	<b>\$1,846</b>

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
AUGUSTA COUNTY	TREASURER	<p>01-25-08 Officer requests the following corrections to CY06 Workload. The change in rank and percent of need would be as follows:</p> <ul style="list-style-type: none"> <li>Current Need 29.91% Updated Need 28.75%</li> <li>Current Rank 32<sup>nd</sup> Updated Rank 33<sup>rd</sup></li> </ul> <p>The Treasurers' Staffing Standards Committee has reviewed the request and concurs.</p>	-0-	<p>Compensation Board concurs with officer's request to update workload data for CY06 and asks Compensation Board staff to update COIN with corrected data.</p>

CURRENT W/ ERROR

Category	CY06
Item 26. Other Collections	2,208

CORRECTION

Category	CY06
Item 26. Other Collections	208

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENSVILLE COUNTY	TREASURER	<p>01-31-08 Officer requests the following corrections to CY06 Workload. The change in rank and percent of need would be as follows:</p> <ul style="list-style-type: none"> <li>Current Need 8.68% Updated Need 11.46%</li> <li>Current Rank 93<sup>rd</sup> Updated Rank 82<sup>nd</sup></li> </ul> <p>The Treasurers' Staffing Standards Committee has reviewed the request and concurs.</p>	-0-	<p>Compensation Board concurs with officer's request to update workload data for CY06 and asks Compensation Board staff to update COIN with corrected data.</p>

CURRENT W/ ERROR

Category	CY06
Item 47. Bank Reconciliations	10

CORRECTION

Category	CY06
Item 47. Bank Reconciliations	15,131

# 774-08-08: TREASURERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
STAFFORD COUNTY	TREASURER	01-31-08 Officer requests the following corrections to CY05 and CY06 Workload. The change in rank and percent of need would be as follows:	N/A	Compensation Board concurs with officer's request to update workload data for CY05 and CY06 and asks Compensation Board staff to update COIN with corrected data.

- Current Need 32.86% Updated Need 41.94%
- Current Rank 25<sup>th</sup> Updated Rank 13<sup>th</sup>

The Treasurers' Staffing Standards Committee has reviewed the request and concurs.

### CURRENT W/ ERROR

Category	CY05	CY06
Item 19. 3952 Tax Liens Issued	N/A	83
Item 47. Bank Reconciliations	4,572	4,886
Item 49. Prep of Payroll & Admin	656	0

### CORRECTION

Category	CY05	CY06
Item 19. 3952 Tax Liens Issued	N/A	583
Item 47. Bank Reconciliations	139,951	147,212
Item 49. Prep of Payroll & Admin	4,956	5,297

LISTED BELOW TREASURERS

Officers request Board approval to provide the following Weldon Cooper certified deputies to the Career Development Audit Committee for consideration to maintain the salary increase associated with the program. The deputies were erroneously omitted from the FY09 Budget Request. The officers did not realize they were required to list "currently" certified deputies, as well as "newly" certified deputies in the FY09 Budget Request. The deputies are currently receiving the increase, and are applying for re-certification:

-0-

Compensation Board approved inclusion of the Officer's certification of CDP for these deputy positions with all other program certifications for deputies as an exception to policy and based upon specific conditions stated by the Officer. Approval of pay raise associated with certification of CDP will be considered with all deputy certifications during the budget approval process prior to May 1, 2008.

The Treasurers' Career Development Audit Committee concurs with this request upon the condition that this deputy be audited by the committee this year.

FIPS	Locality	Request Date	DEPUTY	POS #	CLASS
031	Campbell	2/11/2008	Margrit St. Clair	00002	MDIV
185	Tazewell	2/5/2008	Wanda Kitts	00001	MCDI

# 774-08-08: TREASURERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	TREASURER	<p>Officers request Board approval to provide the following Weldon Cooper certified deputies to the Career Development Audit Committee for consideration of the salary increase associated with the program. The deputies were erroneously omitted from the FY09 Budget Request.</p> <p>The Treasurers' Career Development Audit Committee concurs with these requests upon the condition that each of these deputies be audited by the committee this year.</p>	-0-	<p>Compensation Board approved inclusion of the Officer's certification of CDP for these deputy positions with all other program certifications for deputies as an exception to policy and based upon specific conditions stated by the Officer. Approval of pay raise associated with certification of CDP will be considered with all deputy certifications during the budget approval process prior to May 1, 2008.</p>

<b>FIPS</b>	<b>Locality</b>	<b>Request Date</b>	<b>DEPUTY</b>	<b>POS #</b>	<b>CLASS</b>
159	Richmond County	2/8/2008	Kristie Brann	00001	DII
685	City of Manassas Park	2/11/2008	Aaron Root	00002	DIII
810	City of Virginia Beach	2/6/2008	Mary Beth Southern	00044	DII

BOTETOURT COUNTY	TREASURER	<p>02-12-2008 Weldon Cooper certified officer requests Board approval to provide his name to the Career Development Audit Committee for consideration to maintain the salary increase associated with the program. The officer did not complete the Treasurer's Special Program before certifying his COIN Budget Request, and Constitutional Officer Information Network did not prevent certification of Budget Request in absence of special program certifications being complete.</p> <p>The Treasurer's Career Development Audit Committee concurs with this request upon the condition that this officer be audited by the committee this year to ensure compliance with all other aspects of program.</p>	-0-	<p>Compensation Board approved as a one-time exception inclusion of Treasurer's certification of CDP with all other program certifications as an exception to policy based upon specific conditions stated by the officer and Compensation Board staff. Approval of a pay raise associated with certification of CDP will be considered with all officer certifications during the budget approval process prior to May 1, 2008.</p>
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# OTHER MATTERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #08/07.	N/A	Approved.
2. TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents Training Status Report.	N/A	Noted.
3. MONTHLY ACTIVITY REPORT – LIDS JAIL AUDITS & JAIL COST REPORT REVIEWS	COMPENSATION BOARD	Staff presents monthly activity report for Local Inmate Data System (LIDS) Jail Audits and Jail Cost Report Reviews.	N/A	Noted.
4. ANNUAL LIDS AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents annual LIDS audit status report.	N/A	Noted.
5. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, March 26, 2008 at 11:00 a.m. and Wednesday, April 23, 2008 at 11:00 a.m.  Reminder: The FY09 Compensation Board budget hearing will be held at the Augusta County Board of Supervisors meeting room in Verona, Virginia on Thursday, April 10, 2008 at 11:00 a.m.	N/A	Approved.
6. NEW OFFICER TRAINING REPORT	COMPENSATION BOARD	Staff presents the 2007 New Officer Training (NOT) Report. The Compensation Board's 2007 New Officer Training was held at the Holiday Inn Koger-South Conference Center in Richmond on December 10-13, 2007.	N/A	Noted.
7. MANAGING JAIL RISK REPORT	COMPENSATION BOARD	Staff presents 2007 Managing Jail Risk Report.	N/A	Noted.
8. LAWFUL EMPLOYMENT FOR CONSTITUTIONAL OFFICERS	COMPENSATION BOARD	Registration closed Wednesday, February 13, 2008. The Roanoke session will be held at the Hotel Roanoke and Conference Center on March 13-14, 2008 and has 45 registered. The Richmond session will be held at the Holiday Inn Select-Koger South Conference Center on March 20-21, 2008 and has 50 registered.	N/A	Noted.

# OTHER MATTERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
9. FY08 TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	<p>Collections: FY08 year-to-date collections total \$5,303,469.04, which is a 18.11% decrease compared to the same period in FY07.</p> <p>Expenditures:</p> <ol style="list-style-type: none"> <li>Based on current collections, FY08 TTF collections would be approximately \$9.1 million, a decrease of 16.99% over FY07 collections.</li> <li>Based on a projected reduction in recordings of an additional 10% over the remainder of FY08, collections for FY08 would be \$8.68 million, a decrease of 20.74% over FY07 collections.</li> <li>The 2008 Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget includes FY08 projected collections of \$9,857,396 and estimated collections of \$9,009,037 for FY09-14.</li> </ol> <p>Expenditures: FY08 YTD expenditures through February 6, 2008, which represents the reimbursement for July through partial payment of January, total \$4,089,535.25 which is 28.1% of budgeted funding.</p>	N/A	Noted.
10. FY09 COMPENSATION BOARD BUDGET PRIORITIES	COMPENSATION BOARD	Staff present FY09 recommended budget priorities.	N/A	Approved.

FOR YOUR INFORMATION  
NONE.

**CLOSED MEETING  
COMPENSATION BOARD DOCKET #08/08  
February 20, 2008**

**NO CLOSED MEETING.**

1) **MOTION FOR “CLOSED MEETING” by Chairman Frank Drew. ( \_\_\_\_\_ seconded the motion).**

- Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must *immediately* reconvene in open session and take a recorded vote of its members in roll call fashion.

**MOTION BY CHAIRMAN FRANK DREW: I move to certify that only public business exempt from the Act was discussed. ( \_\_\_\_\_ seconded the motion.)**

Frank Drew, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Walter J. Kucharski, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Janie E. Bowen, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**AND**

**MOTION BY CHAIRMAN FRANK DREW: I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. ( \_\_\_\_\_ seconded the motion.)**

Frank Drew, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Walter J. Kucharski, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Janie E. Bowen, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.**

**H A N D C A R R Y**  
**COMPENSATION BOARD DOCKET #08/08**  
**February 20, 2008**

EMPLOYEE RECOGNITION  
 NONE.

**307-08-08: SHERIFFS & REGIONAL JAILS**

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PAGE COUNTY	SHERIFF	<p>02-19-08 Sheriff is requesting a staffing analysis of the jail due to overcrowding issues.</p> <p>Page County Jail has an operating capacity of 34 inmates. For the most recent 12 months, the average Payable ADP was 93.33. The Compensation Board currently funds 9 correctional positions and 8 emergency correctional officer positions for Page County.</p> <p>Based on the 5 to 1 ratio and a payable ADP of 93.33, the maximum number of emergency correctional officer positions the Compensation Board could approve is 12.</p>	-0-	The Compensation Board will request that the Department of Corrections perform a staffing analysis of the Page County Jail.

**717-08-08: DIRECTORS OF FINANCE**  
 NONE.

# 771-08-08: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMISSIONER OF THE REVENUE	<p>2-07-08 Officers request Board approval to provide the following Weldon Cooper certified deputies to the Career Development Audit Committee for consideration to maintain the salary increase associated with the program. The deputies were erroneously omitted from the FY09 Budget Request. The officers did not realize they were required to list "currently" certified deputies, as well as "newly" certified deputies in the FY09 Budget Request. The deputies are currently receiving the increase, and are applying for re-certification.</p> <p>The Commissioner of the Revenue Career Development Audit Committee concurs with these requests.</p>	-0-	Compensation Board approved inclusion of the Officer's certification of CDP for these deputy positions with all other program certifications for deputies as an exception to policy and based upon specific conditions stated by the Officer. Approval of pay raise associated with certification of CDP will be considered with all deputy certifications during the budget approval process prior to May 1, 2008.

FIPS	LOCALITY	REQUEST DATE	DEPUTY	POSITION	CLASS
071	Giles County	02/07/08	Lisa Corell	00002	MCDII
071	Giles County	02/07/08	Sharon Pruett	00005	MDIII
685	City of Manassas Park	02/07/08	S. Rohland	00001	MDIII

TAZEWELL COUNTY	COMMISSIONER OF THE REVENUE	<p>02-12-08 Weldon Cooper certified officer requests Board approval to provide her name to the Career Development Audit Committee for consideration to maintain the salary increase associated with the program. The officer did not realize she needed to complete the Commissioner's Special Program in addition to the Deputy Commissioner CDP certification before certifying her COIN Budget Request. COIN did not prevent certification of budget request in absence of special program certifications being complete.</p> <p>The Commissioner of the Revenue Career Development Audit Committee concurs with this request.</p>	-0-	Compensation Board approved as a one-time exception inclusion of Commissioner's certification of CDP with all other program certifications as an exception to policy based upon specific conditions stated by the officer and Compensation Board staff. Approval of a pay raise associated with certification of CDP will be considered with all officer certifications during the budget approval process prior to May 1, 2008.
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# 771-08-08: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ARLINGTON COUNTY	COMMISSIONER OF THE REVENUE	<p>02-12-08 Due to population, officer is required to have at least six deputies participating and enrolled with the Weldon Cooper Center to be eligible for the Commissioner of the Revenue career development increase. Although the office has the required number of participating and enrolled deputies, only five were listed in the Commissioner's Special Program portion of the COIN Budget Request.</p> <p>Officer requests to add the following deputy to their list of participating and enrolled deputies in the Budget Request. This deputy is on the Weldon Cooper list of participating and enrolled deputies.</p> <ul style="list-style-type: none"> <li>Position 00025 Miller, Ray</li> </ul> <p>The Commissioner of the Revenue Career Development Audit Committee concurs with this request.</p>	-0-	Compensation Board approved inclusion in the officer's budget request submission of the noted deputy as participating and enrolled in the Weldon Cooper Center, for purposes of confirming officer's eligibility for participation in the Commissioners of the Revenue CDP.
CITY OF WINCHESTER	COMMISSIONER OF THE REVENUE	<p>02-12-2008 Due to population, officer is required to have at least two deputies participating and enrolled with the Weldon Cooper Center to be eligible for the Commissioner of the Revenue career development increase. Although the office has the required number of participating and enrolled deputies, only one was listed in the Commissioner's Special Program portion of the COIN Budget Request.</p> <p>Officer requests to add the following deputy to their list of participating and enrolled deputies in the Budget Request. This deputy is on the Weldon Cooper list of participating and enrolled deputies.</p> <ul style="list-style-type: none"> <li>Position 00001 Butler, Tina</li> </ul> <p>The Commissioner of the Revenue Career Development Audit Committee concurs with this request.</p>	-0-	Compensation Board approved inclusion in the officer's budget request submission of the noted deputy as participating and enrolled in the Weldon Cooper Center, for purposes of confirming officer's eligibility for participation in the Commissioners of the Revenue CDP.

## 772-08-08: COMMONWEALTH'S ATTORNEYS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND CITY	COMMONWEALTH'S ATTORNEY	02-15-08 Officer requests One Time Fund Transfer of Vacancy Savings to fund the purchase of the following items. Vacancy Savings funds are available to fund the cost of these purchases.	\$17,248.00 (Total Cost) \$15,117.87 (Stressed Cost)	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
760-772	Richmond City	PC	12	1,200	14,400	12	1,200	14,400	12,621.60
760-772	Richmond City	Printer	1	1,790	1,790	1	1,790	1,790	1,568.94
760-772	Richmond City	Printer	2	529	1,058	2	529	1,058	927.34
<b>760-772 Total</b>					17,248			17,248	15,117.87
<b>Grand Total</b>					<b>17,248.00</b>			<b>17,248.00</b>	<b>15,117.87</b>

## 773-08-08: CIRCUIT COURT CLERKS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLUVANNA COUNTY	CIRCUIT COURT CLERK	02-15-08 Officer is requesting an exception to the 90-day hiring delay to fill position #00003. This position was vacated January 31, 2008.  Officer states he is already understaffed, requiring his staff to work overtime to meet increasing workload and caseloads due to Fluvanna being one of the fastest growing counties in the state.	\$9,493.00	The Compensation Board did not approve this request. As noted by the Compensation Board at their meeting of October 3, 2007, a 90-Day vacancy policy is in effect for FY08 as a part of the Governor's FY08 Budget Reduction Plan.

## 774-08-08: TREASURERS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LUNENBURG COUNTY	TREASURER	01-23-08 On February 29 <sup>th</sup> Gillispie in position 00002, budgeted at \$31,002. will retire. Officer requests approval to promote Currin, currently in position 00003 budgeted at \$5,753, to position 00002 and leave position 00003 vacant for 90 days.	\$9,188.76	<p>The Compensation Board did not approve this request. As noted by the Compensation Board at their meeting of October 3, 2007, a 90-Day vacancy policy is in effect for FY08 as a part of the Governor's FY08 Budget Reduction Plan.</p> <p>Although the Compensation Board has approved other requests granting flexibility in allowing for alternative positions to be held vacant, the potential savings lost in this instance, between salaries of \$31,002 and \$5,753, inhibits the effectiveness of the vacancy policy in achieving the necessary budget reductions.</p>
GILES COUNTY	TREASURER	01-25-08 On December 31, 2007, M. Canady in position 00005, budgeted at \$19,856 left the office. On February 15, 2008 S. Gautier, in position 00003, budgeted at \$21,059 will leave the office. This is a reduction of half of the officer's staff.  Officer requests an exception to the 90-Day Vacancy Rule for position 00003.	\$7,855.38	<p>The Compensation Board did not approve this request. As noted by the Compensation Board at their meeting of October 3, 2007, a 90-Day vacancy policy is in effect for FY08 as a part of the Governor's FY08 Budget Reduction Plan.</p>

### OTHER MATTERS

NONE.

### FOR YOUR INFORMATION

NONE.

Public Body: Compensation Board  
Date: February 20, 2008  
Time: 11:00 a.m.  
Location: Compensation Board Conference Room  
Oliver Hill Building, 102 Governor Street  
Richmond, VA 23219  
Members: Frank Drew, Chairman (present)  
Walter J. Kucharski, ExOfficio Member (present)  
Janie E. Bowen, ExOfficio Member (absent)

h\waddell\Docket\Feb08MINUTES