

# COMPENSATION BOARD DOCKET #09/09

## March 25, 2009

EMPLOYEE RECOGNITION  
NONE.

307-09-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROANOKE COUNTY	SHERIFF	<p>3-12-09 Officer requests an exception to the 90-day vacancy policy for the following positions:</p> <ul style="list-style-type: none"> <li>• Pos. 00092, C9, budgeted at \$35,406 vacant effective 1/24/09</li> <li>• Pos. 00113, PTRT, budgeted at \$22,381 vacant effective 1/24/09</li> <li>• Pos. 00125, PTRT, budgeted at \$22,380 vacant effective 1/26/09</li> </ul> <p>Officer states that due to the opening of the Western Virginia Regional Jail, the office has had to lose all of their Emergency Corrections positions. There are 3 employees who want to remain employed within the office by transferring into these positions. All others who have remained have been transferred into vacant positions because the 90-day vacancy requirement had been met.</p>	\$20,087.74	Approved as an exception to policy, based upon the specific conditions stated by the officer.

## 307-09-09: SHERIFFS & REGIONAL JAILS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CUMBERLAND COUNTY	SHERIFF	<p>3-16-09 Officer requests an exception to the 90-day vacancy policy for Pos. 00015, L7, budgeted at \$31,939.</p> <p>Officer states that in 2008 he implemented 24-hour coverage of the county. This vacancy would place a hardship on the 24-hour coverage due to this being a rural county, it would jeopardize the safety of the deputies to respond to calls alone as it would take 30 minutes to an hour to answer calls from the north to the south end of the county, in addition, leave requests, and also security for several large scaled public events are also impacted by this vacancy.</p>	\$7984.74	The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09.
LUNENBURG COUNTY	SHERIFF	<p>3-18-09 Officer requests an exception to the 90-day vacancy policy for Pos. 00004, L10, budgeted at \$35,614 vacant effective 3/1/09.</p> <p>Officer states that this vacancy has created a severe hardship. In addition, there is a deputy who will be going out on FMLA. By allowing the office to fill this position, it would help to reduce the hardship.</p>	\$8,903.49	The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09.
MADISON COUNTY	SHERIFF	<p>3-18-09 Officer seeks approval that the Compensation Board will reimburse the County of Madison for expenses incurred in the defense of the Sheriff pursuant to §15.2-1606 of the <u>Code of Virginia</u>.</p> <p>The Madison County Sheriff is the defendant in a civil action in the Madison County General District Court. A circuit court order appointing counsel, fixing compensation, and designating payment of fees and expenses has been entered pursuant to Code §15.2-1606. The County of Madison has paid the bill submitted by legal counsel.</p>	\$12,647.46	Approved in accordance with §15.2-1606, Code of Virginia.

# 307-09-09: SHERIFFS & REGIONAL JAILS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WESTERN VIRGINIA REGIONAL JAIL	SUPERINTENDENT	3-12-09 Officer is requesting to transfer the salaries of new positions that will remain vacant for the remainder of fiscal year 2009 to office expenses to pay for contracted medical and food services. These positions were transferred to the new jail effective March 16, 2009.	\$0	Approved as an exception to policy, based upon the specific conditions stated by the officer and the opening of the new jail.

<b>FIPS</b>	<b>Office</b>	<b>Locality</b>	<b>Request Date</b>	<b>FROM POSITION #</b>	<b>CLASS</b>	<b>To Category</b>	<b>Annual Salary</b>	<b>Prorated Amount</b>
494	307	Western VA RJ	03/16/09	00171	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00172	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00173	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00174	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00175	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00176	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00177	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00178	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00179	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00180	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00181	RPMED	Office Expense	\$18,496	\$5,464.73
494	307	Western VA RJ	03/16/09	00189	RCKA	Office Expense	\$19,856	\$5,866.55
494	307	Western VA RJ	03/16/09	00190	RCKA	Office Expense	\$19,856	\$5,866.55
494	307	Western VA RJ	03/16/09	00191	RCKA	Office Expense	\$19,856	\$5,866.55
494	307	Western VA RJ	03/16/09	00192	RCKA	Office Expense	\$19,856	\$5,866.55
494	307	Western VA RJ	03/16/09	00193	RCKA	Office Expense	\$19,856	\$5,866.55
494	307	Western VA RJ	03/16/09	00194	RCKB	Office Expense	\$23,723	\$7,009.07
		<b>Totals</b>					<b>\$326,459</b>	<b>\$96,453.85</b>

# 772-09-09: COMMONWEALTH'S ATTORNEYS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ESSEX COUNTY	COMMONWEALTH'S ATTORNEY	3-18-2009 Officer requests Equipment funds @ \$400 Total Cost, \$258.48 Stressed Cost, to fund the following purchase:	\$400 Total Cost (\$258.48) Stressed Cost	The Compensation Board did not approve this request. As noted in the Compensation Board's letter of May 1, 2008, additional funding is not available this year.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost	Board Action 3-25-2009
057-772	Essex County	PC	1	400	400	0	0	0	0.00	Not Approved

**057-772 Total**

400

0

0.00

PRINCE WILLIAM COUNTY	COMMONWEALTH'S ATTORNEY	3-2-2009 Substitute Prosecutor requests an exception to the 60-day, \$500 reimbursement policy. Commonwealth Attorney and Assistant Commonwealth's Attorney's travel expenses exceeded the reimbursement amount within one month's time and two trips to Chesapeake to perform as substitute prosecutors.	\$6,727.26	Approved as an exception to policy, based upon the specific conditions stated by the officer.
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Prosecutor	Expenses From - To	Defendant	Total
Paul B. Ebert	1-11-09 to 2-5-08	Ryan Frederick	\$3,029.43
James A. Willett	1-11-09 to 2-5-09	Ryan Frederick	\$2,813.83
Richard A. Conway	1-11-09 to 2-5-08	Ryan Frederick	\$884.00
		<b>Total</b>	<b>\$6,727.26</b>

## 772-09-09: COMMONWEALTH'S ATTORNEYS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ALBEMARLE COUNTY	COMMONWEALTH'S ATTORNEY	<p>3-9-09 Officer requests an exception to the 90-day Vacancy Savings Rule to fill pos. #2, ATIII budgeted at \$56,456, which became vacant March 6, 2009.</p> <p>Officer states he was forced to terminate this employee due to violations of the Virginia Victims Rights and the inability of this employee to fulfill other job requirements. This vacancy creates a substantial hardship in this office with 4 remaining attorneys. Many cases will need to be continued and the attorneys will be stretched to the limit.</p> <p>NOTE: Officer states he is working to correct the Sentencing Event workload data with the cooperation of the Circuit Court Judge and Circuit Court Clerk for FY's 2005, 2006, 2007 and 2008. The result of workload correction will show this office is due 1 additional position to be fully staffed with 6 attorneys.</p>	\$14,114	<p>The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09.</p>

# 771-09-09: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROCKINGHAM COUNTY	COMMISSIONER OF THE REVENUE	03-06-2009 Officer requests to transfer vacancy savings from the following vacant positions to Temporary Funds. Officer states that his office is short-staffed and has lost two locally funded full-time positions due to budget cuts. He further states that his staffing situation creates a real hardship and could impact his ability to complete his workload.	\$11,228.83	The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. Accrued vacancy savings is not available for transfer to other budget categories as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09.

<b>FIPS</b>	<b>Office</b>	<b>Locality</b>	<b>Request Date</b>	<b>Dates of Vacancy</b>	<b>FROM POSITION #</b>	<b>CLASS</b>	<b>To Category</b>	<b>Amount Requested</b>
165	771	ROCKINGHAM	03/06/2009	11/5-02/28	00002	DIV	Temporary	\$10,455.25
165	771	ROCKINGHAM	03/06/2009	7/1-7/14	00006	DII	Temporary	\$773.58
							<b>Total</b>	<b>\$11,228.83</b>

ROCKINGHAM COUNTY	COMMISSIONER OF THE REVENUE	03-06-2009 Officer requests additional Temporary Funding of \$10,281. This is equivalent to position # 00001 CDI budgeted at \$30,092 from July 1, 2008 to November 4, 2008. The election was held on November 4, 2008.  This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds, as he understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position # 00001 MDIII was not vacant during the period in which the Chief Deputy was the Acting Commissioner, consequently funds cannot be transferred from this position.	\$0	Approved at no additional cost to the Compensation Board.
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## 771-09-09: COMMISSIONERS OF THE REVENUE

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BATH COUNTY	COMMISSIONER OF THE REVENUE	3-13-2009 Officer requests to correct CY06 & CY07 workload data reported for the following items. Officer accidentally omitted data from 2006 & 2007 reporting. Workload Audit Committee concurs with the changes.  Staff notes that Total Weighted Workload changed from 1901 to 2076.	\$0	Compensation Board concurs with officer's request to update workload data for CY06 and CY07 and asks Compensation Board staff to update COIN with corrected data.

CURRENT							
FIPS	OFFICE	LOCALITY	ITEM NUMBER	CY06	CY07	CY08	Wkld Avg
017	771	Bath	46a	0	0	0	0
			46b	0	0	0	0
			47	4	0	-	2.0

CORRECTION				
Category	CY05	CY06	CY07	Wkld Avg
46a	3596	3990	4339	4095.0
46b	5427	5621	6274	5774.0
47	4	6	-	5.0

## 774-09-09: TREASURERS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MIDDLESEX COUNTY	TREASURER	03-10-08 Officer requests an exception to the 90-Day Vacancy Policy for pos. 00004, DI, budgeted at \$14,785 which became vacant on 03/03/09.  This position represents 1/3 of the officer's staff.	\$3,696.25	The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09.

## 773-09-09: CIRCUIT COURT CLERKS NONE.

# 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 # 09/08.	N/A	Approved.
2.	MONTHLY ACTIVITY REPORT- LIDS 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.
3.	ANNUAL LIDS AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents annual LIDS audit status report	N/A	Noted.
4.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, April 22, 2009 at 12:30 p.m and Wednesday, May 20th at 11:00 a.m.	N/A	Approved.
5.	ANNUAL BUDGET EMAIL	COMPENSATION BOARD	Staff presents annual budget email	N/A	Approved.
6.	BUDGET HEARING	COMPENSATION BOARD	Compensation Board Budget Hearing is scheduled for Wednesday, April 22, 2009 at 11:00 am in the Compensation Board Conference Room.	N/A	Noted.
7.	LAWFUL EMPLOYMENT FOR CONSTITUTIONAL OFFICERS	COMPENSATION BOARD	The training was held at the Courtyard by Marriott Richmond North, Glen Allen on March 18-19, 2009. There were 54 in attendance.	N/A	Noted.
8.	INITIAL BUDGET ALLOCATIONS	COMPENSATION BOARD	Staff presents initial budget allocations.	N/A	Approved.

# OTHER MATTERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
8. FY10 COMPENSATION BOARD MEETING SCHEDULE	COMPENSATION BOARD	Staff suggests the following dates for FY10 scheduled meetings. Unless otherwise noted, all meetings are at 11:00 a.m. and are set for the 3 <sup>rd</sup> Wednesday of each month: <ul style="list-style-type: none"><li>• July 15, 2009</li><li>• August 19, 2009</li><li>• September 16, 2009</li><li>• October 21, 2009</li><li>• November 18, 2009</li><li>• December 16, 2009</li><li>• January 12, 2010 (special meeting to discuss legislation)</li><li>• January 20, 2010</li><li>• February 17, 2010</li><li>• March 24, 2010 (4<sup>th</sup> Wednesday due to budget process)</li><li>• April 15, 2010 (Thursday) (budget hearing)</li><li>• April 28, 2010 (4<sup>th</sup> Wednesday due to budget process)</li><li>• May 19, 2010</li><li>• June 16, 2010</li></ul>	N/A	Approved.

FOR YOUR INFORMATION  
NONE.

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**CLOSED MEETING  
COMPENSATION BOARD DOCKET #09/09  
March 25, 2009**

**NO CLOSED MEETING.**

1) MOTION FOR "CLOSED MEETING" by \_\_\_\_\_. (\_\_\_\_\_ 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 \_\_\_\_\_: 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 \_\_\_\_\_: 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 #09/09

### March 25, 2009

EMPLOYEE RECOGNITION  
NONE.

309-09-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SHERIFF'S WORKLOAD AUDIT COMMITTEE	SHERIFF	<p>3-13-09 The Sheriffs' Workload Audit Committee submits recommended changes to workload data reported in the FY10 Budget Request in COIN.</p> <p>The audit committee reviewed all workload data and contacted those offices needing verification. Each of the 6 committee members contacted twenty offices regarding workload. Three offices submitted corrections to their 2008 workload information, and 1 submitted a correction to their 2007 workload. All other offices contacted reported that the figures previously submitted in Budget Request are accurate.</p> <p>The committee chair states that the workload figures reported have been impacted by the economic downturn, the change from counting papers received versus papers served, and finally mental health laws that impacted the numbers of mental health transports.</p>	N/A	Compensation Board concurs with the Sheriff's Workload Audit Committee recommendations to update workload data, and asks Compensation Board staff to update COIN with corrected data.

772-09-09: COMMONWEALTH'S ATTORNEYS  
NONE.

774-09-09: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
TREASURER'S WORKLOAD AUDIT COMMITTEE	TREASURER	<p>3/19/09 The Treasurer's Workload Audit Committee submits recommended changes to workload data submitted in the FY10 Budget Request in COIN.</p> <p>The audit committee reviewed all workload data and contacted 46 Treasurers appearing to have workload data discrepancies; 20 responded with corrected workload data, 43 gave a valid response for the data discrepancy, 3 have not yet responded.</p>	N/A	Compensation Board concurs with the Treasurer's Workload Audit Committee recommendations to update workload data, and asks Compensation Board staff to update COIN with corrected data.
TREASURER'S CAREER DEVELOPMENT PROGRAM	TREASURER	<p>3-20-09 Per the provisions of Paragraph C.2., Item 75, Chapter 879, 2008 Acts of Assembly, 4 Treasurers have newly certified February 1, 2009 that they meet the minimum requirements of the Compensation Board Treasurers Career Development Program, including 2 Treasurers who newly certified in FY09 that remain unfunded. 62 Treasurers already meeting the minimum requirements have recertified as of February 1, 2009. Of the 4 newly certifying Treasurers, 1 was rejected due to failure to achieve Weldon Cooper Certification. A total of 65 Certified Treasurers met all criteria, corresponding salary increases are requested, effective July 1, 2009.</p> <p>(The TAV Career Development Audit Committee has audited a random 13 offices and concurs with the requests.)</p>	\$0	<p>The Compensation Board thanks the Treasurer's Association of Virginia Career Development Audit Committee for its work in reviewing and auditing program participants and for providing its recommendations.</p> <p>Approval of the corresponding salary increases will be determined in conjunction with the FY10 budget allocation packages on May 1, 2009.</p>

## 774-09-09: TREASURERS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DEPUTY TREASURER'S CAREER DEVELOPMENT PROGRAM	TREASURER	<p>3-20-09 Per the provisions of Paragraph D.2., Item 75, Chapter 879, 2008 Acts of Assembly, 61 Deputy Treasurers have newly certified February 1, 2009 that they meet the minimum requirements of the Compensation Board Deputy Treasurers Career Development Program, including 38 Deputies that certified in FY09 that remain unfunded. 139 Deputy Treasurers already meeting the minimum requirements have recertified as of February 1, 2009. Of the 61 newly certifying deputies 1 was rejected for failure to achieve the minimum years of service in the Treasurer's office.</p> <p>A total of 199 Certified Deputy Treasurers met all criteria, corresponding salary increases are requested, effective July 1, 2009.</p> <p>(The TAV Career Development Audit Committee has audited a random 37 deputies and concurs with the requests.)</p>	\$0	<p>The Compensation Board thanks the Treasurer's Association of Virginia Career Development Audit Committee for its work in reviewing and auditing program participants and for providing its recommendations.</p> <p>Approval of the corresponding salary increases will be determined in conjunction with the FY10 budget allocation packages on May 1, 2009.</p>

# 771-09-09: COMMISSIONERS OF THE REVENUE

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ISLE OF WIGHT COUNTY	COMMISSIONER OF THE REVENUE	03-09-2009 Officer requests consideration to amend his submission for certification of meeting criteria for the Career Development Program. Officer requests to add the following names of deputies enrolled and participating in the Career Development Program. This list was inadvertently omitted during the certification process.	\$0	Approved as an exception to policy, based upon the specific conditions stated by the officer.

<b>FIPS</b>	<b>Office</b>	<b>Name</b>	<b>Position Number</b>	<b>Class</b>
093	771	Mildred Wuchter	00002	DII
		Danielle Gray	00003	CDI
		Sheryl Kellum	00004	DI
		Angela Gank	00005	DII
		Valerie Robinson-Ford	00006	DI
		Kimberly MacKinnon	00007	DI
		Barbara Groves	Locally funded	N/A
		Pamela Jordan	Locally funded	N/A
		Amber Marois	Locally funded	N/A

COMMISSIONER OF THE REVENUE WORKLOAD AUDIT COMMITTEE	COMMISSIONER OF THE REVENUE	3/13/09 The Commissioner's Workload Audit Committee submits no recommended changes to workload data reported in the FY10 Budget Request in COIN.	N/A	Compensation Board thanks the committee for their review of the workload data.
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## 771-09-09: COMMISSIONERS OF THE REVENUE

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
COMMISSIONER OF THE REVENUE CAREER DEVELOPMENT PROGRAM	COMMISSIONER OF THE REVENUE	<p>3-21-09 Per the Provisions of Paragraph C.2 Item 72, Chapter 879, 2008 Acts of Assembly, 11 Commissioners have newly certified February 1, 2009 that they meet the minimum requirements of the Compensation Board Commissioner of the Revenue Career Development Program, including 8 who newly certified in FY09 that remain unfunded. 53 Commissioners already meeting the minimum requirements have recertified as of February 1, 2008.</p> <p>Of the 11 newly certifying Commissioners, all 11 were accepted. Of the 53 re-certifying Commissioners, 1 was rejected due to a failure to pass the Career Development Audit. A total of 63 Certified Commissioners met all criteria, corresponding salary increases are requested, effective July 1, 2008.</p> <p>(The COR Career Development Audit Committee has randomly audited 13 offices and concurs with the requests.)</p>	\$0	<p>The Compensation Board thanks the Commissioner of the Revenue Association of Virginia Career Development Audit Committee for its work in reviewing and auditing program participants and for providing its recommendations.</p> <p>Approval of the corresponding salary increases will be determined in conjunction with the FY10 budget allocation packages on May 1, 2009.</p>
DEPUTY COMMISSIONER OF THE REVENUE CAREER DEVELOPMENT PROGRAM	COMMISSIONER OF THE REVENUE	<p>3-21-09 Per the Provisions of Paragraph D.2 Item 72, Chapter 879, 2008 Acts of Assembly, 85 Deputy Commissioners have newly certified February 1, 2009 that they meet the minimum requirements of the Compensation Board Commissioner of the Revenue Career Development Program, including 69 newly certified Deputies from FY09 that remain unfunded. 75 Deputy Commissioners already meeting the minimum requirements have recertified as of February 1, 2009.</p> <p>Of the 85 newly certifying Deputy Commissioners, all 85 were accepted. Of the 75 Deputy Commissioners already meeting the requirements all were accepted. A total of 160 Certified Deputy Commissioners met all criteria, corresponding salary increases are requested, effective July 1, 2009.</p> <p>(The COR Career Development Audit Committee has randomly audited 33 deputies and concurs with the requests.)</p>	\$0	<p>The Compensation Board thanks the Commissioner of the Revenue Association of Virginia Career Development Audit Committee for its work in reviewing and auditing program participants and for providing its recommendations.</p> <p>Approval of the corresponding salary increases will be determined in conjunction with the FY10 budget allocation packages on May 1, 2009.</p>

## 773-09-09: CIRCUIT COURT CLERKS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CIRCUIT COURT CLERK'S WORKLOAD AUDIT COMMITTEE	CIRCUIT COURT CLERK	<p>3-18-2009 Per Compensation and Staffing Standards Committee submits recommended changes to workload data reported in the FY10 Budget Request.</p> <p>The Compensation and Staffing Committee reviewed all workload data and contacted Circuit Court Clerks by email and asked them to examine the accuracy of reported data and provide a brief explanation (if known) for workload variances of ten percent or greater from data reported in prior years. Thirty-eight (38) Clerks responded and (4) four clerks sent corrections to workload data. The Committee will continue to submit corrected data as received. Chairman, Ashby Pritchett, noted the most commonly reported reason for workload variance involved commentary on the bad economy, i.e. the economic downturn cause decreases in filing and recordings, a decline in general business activity, layoffs and furloughs decreased production of the kinds of records filed in the clerk's office. Increases were explained by reference to local events, increase in foreclosures, debt collection activity, increased litigation, death and disability of an older population, concern over proof of identity and the right to carry a handgun prompted an increase in petitions and applications of this type. The committee concludes that variances in reported CY08 workload are neither attributable to an arbitrary change in the methodology of counting workload, nor to intentional misrepresentation of total workload.</p>	N/A	Compensation Board concurs with the Circuit Court Clerk's Workload Audit Committee recommendations to update workload data, and asks Compensation Board staff to update COIN with corrected data.

# OTHER MATTERS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	<p>Collections: FY09 YTD collections totaled \$4,997,823.95, which is a 16.31% decrease compared to the same period in FY08.</p> <p>Expenditures: FY09 YTD expenditures through March 12, 2009, which represents the reimbursement for July through February, total \$5,634,924.14 which is 44.54% of budgeted funding.</p> <p>Projections:</p> <ol style="list-style-type: none"> <li>Based on current collections, FY09 TTF collections would be approximately \$7.5 million, a decrease of 17.56% over FY08 collections.</li> <li>Based on a projected reduction in recordings of an additional 10% over the remainder of FY09, collections for FY09 would be \$7.25 million, a decrease of 20.31% over FY08 collections.</li> <li>The 2009 Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget includes FY09 projected collections of \$7,682,761.</li> </ol>	N/A	Noted.

## FOR YOUR INFORMATION NONE.

<h:/bullock/AdminAsstBackup/Docket/03FY09Minutes>

Public Body: Compensation Board  
 Date: March 25, 2009  
 Time: 11:00 a.m.  
 Location: Compensation Board Conference Room  
 Oliver Hill Building, 102 Governor Street  
 Richmond, VA 23219  
 Members: Frank Drew, Chairman (present)  
 Walt Kucharski (present)  
 Janie Bowen (absent)