

COMPENSATION BOARD DOCKET #02/10 APRIL 23, 2002

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|------------|--------------|----|----|-------|-----|-------|------|-----|----|-------|----|-------|------|----|-----|-------|-----|-------|------|-----|-------|-------|------|-------|------|--|--|--|--|--|--------------|--|--|
| ROCKINGHAM COUNTY | SHERIFF | 4/18/02 – Officer request to transfer \$9284.00 from Office Expense base to Permanent Salaries, in order to reclassify per the following: | -0- | The Compensation Board did not approve your request to transfer office expense funds from your base budget to affect these reclassifications. The Compensation Board has approved a significant reduction in all Constitutional Officers' office expenses next year. This transfer request, if approved, would have resulted in reducing your FY03 office expenses even further. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | <table border="1"> <thead> <tr> <th>Po s #</th> <th>Rank Now</th> <th>Salary Now</th> <th>New Rank</th> <th>New Salary</th> <th>Funds Needed</th> </tr> </thead> <tbody> <tr> <td>91</td> <td>C9</td> <td>29142</td> <td>C10</td> <td>31855</td> <td>2713</td> </tr> <tr> <td>114</td> <td>C8</td> <td>25501</td> <td>C9</td> <td>27872</td> <td>2371</td> </tr> <tr> <td>34</td> <td>L12</td> <td>56807</td> <td>L13</td> <td>62094</td> <td>5287</td> </tr> <tr> <td>147</td> <td>Mdcs9</td> <td>29142</td> <td>CS10</td> <td>30467</td> <td>1325</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>11696</td> </tr> </tbody> </table> | Po s # | Rank Now | Salary Now | New Rank | New Salary | Funds Needed | 91 | C9 | 29142 | C10 | 31855 | 2713 | 114 | C8 | 25501 | C9 | 27872 | 2371 | 34 | L12 | 56807 | L13 | 62094 | 5287 | 147 | Mdcs9 | 29142 | CS10 | 30467 | 1325 | | | | | | 11696 | | |
| Po s # | Rank Now | Salary Now | New Rank | New Salary | Funds Needed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 91 | C9 | 29142 | C10 | 31855 | 2713 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 114 | C8 | 25501 | C9 | 27872 | 2371 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 34 | L12 | 56807 | L13 | 62094 | 5287 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 147 | Mdcs9 | 29142 | CS10 | 30467 | 1325 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | 11696 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

They will also be using their entire existing turnover - \$2412.

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> | | | | | | | | |
|----------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------|----------------------|-----------|----------|----------------------|-----------|--|
| HENRICO COUNTY | SHERIFF | 3/29/02 – Officer requests to transfer \$80,000 from vacancy savings to temporary. This is NOT spending reduction vacancy savings. The officer sites he was unaware he could have been transferring 10,000 a month since July. This would be retro for July 2001 thru February 2002. | -0- | Approved as an exception to policy; based upon the specific conditions stated by the officer. | | | | | | | | |
| FLOYD COUNTY | SHERIFF | 4/1/01 – Officer requests to use equipment funds for alternative equipment. Original FY02 Approved | -0- | Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Sheriff's request was approved at no additional cost to the Compensation Board. | | | | | | | | |
| | | <table border="1"> <thead> <tr> <th>Item</th> <th>NON STRESSED Cost</th> </tr> </thead> <tbody> <tr> <td>PC</td> <td>\$1400.00</td> </tr> <tr> <td>Printer</td> <td>\$800.00</td> </tr> <tr> <td>Total (not stressed)</td> <td>\$2200.00</td> </tr> </tbody> </table> | Item | | NON STRESSED Cost | PC | \$1400.00 | Printer | \$800.00 | Total (not stressed) | \$2200.00 | |
| Item | NON STRESSED Cost | | | | | | | | | | | |
| PC | \$1400.00 | | | | | | | | | | | |
| Printer | \$800.00 | | | | | | | | | | | |
| Total (not stressed) | \$2200.00 | | | | | | | | | | | |
| | | Alternative Equipment | | | | | | | | | | |
| | | <table border="1"> <thead> <tr> <th>Item</th> <th>NON STRESSED Cost</th> </tr> </thead> <tbody> <tr> <td>Copier</td> <td>\$2200.00</td> </tr> <tr> <td>Total (not stressed)</td> <td>\$2200.00</td> </tr> </tbody> </table> | Item | NON STRESSED Cost | Copier | \$2200.00 | Total (not stressed) | \$2200.00 | | | | |
| Item | NON STRESSED Cost | | | | | | | | | | | |
| Copier | \$2200.00 | | | | | | | | | | | |
| Total (not stressed) | \$2200.00 | | | | | | | | | | | |
| | | | | | | | | | | | | |
| AMELIA COUNTY | SHERIFF | 4/2/02 – Officer would like to hire Deputy Jones (currently part time in this sheriffs office) into Pos. 8 as an L7 @ 27259. This position is vacant as an L7 @ 27259. Deputy Jones is currently making 11.73 hr (\$24398 a year). The sheriff sites that this deputy is very experienced and already trained. | -0- | Based upon the information you provided and the criteria considered by the Compensation Board in reviewing exception requests, this request was not approved. | | | | | | | | |

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------------------|---------------|-------|-----------------|-------|------------|-------|---------------------|--------|------------|---------|----------------------|---------|------------------|------------|-------------------------------------------------------------|----------------|------|-------------------|--------------------------------------|--------|------------|--------|--------------|-------|---------|-------|-----------------------------------|--------|------------------|-------|---------------------|------------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PATRICK COUNTY | SHERIFF | <p>4/9/01 – Officer requests to use equipment funds for alternative equipment. All figures are stressed. Original FY02 Approved</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>2 Calculators</td> <td>\$150</td> </tr> <tr> <td>1 Postage Scale</td> <td>\$100</td> </tr> <tr> <td>1 Shredder</td> <td>\$300</td> </tr> <tr> <td>7 Hand Held Mobiles</td> <td>\$4900</td> </tr> <tr> <td>10 Mobiles</td> <td>\$16000</td> </tr> <tr> <td>Total (not stressed)</td> <td>\$21450</td> </tr> <tr> <td>Total (stressed)</td> <td>\$15690.67</td> </tr> <tr> <td>Total available in SNIP – over spent on other items.</td> <td>\$13865</td> </tr> </tbody> </table> <p>Alternative Equipment to purchase</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Actual Total Cost</th> </tr> </thead> <tbody> <tr> <td>1 server (already got one this year)</td> <td>\$6800</td> </tr> <tr> <td>4 monitors</td> <td>\$1000</td> </tr> <tr> <td>4 key boards</td> <td>\$460</td> </tr> <tr> <td>4 mouse</td> <td>\$160</td> </tr> <tr> <td>3 CPU's (already got 5 this year)</td> <td>\$3225</td> </tr> <tr> <td>1 Hub and switch</td> <td>\$320</td> </tr> <tr> <td>Total (actual cost)</td> <td>\$11965.00</td> </tr> </tbody> </table> <p>In FY01, they were approved for 1 pc. In this year, they were approved for 5 pc's and 1 server. They've already purchased them.</p> | Item | Total Cost | 2 Calculators | \$150 | 1 Postage Scale | \$100 | 1 Shredder | \$300 | 7 Hand Held Mobiles | \$4900 | 10 Mobiles | \$16000 | Total (not stressed) | \$21450 | Total (stressed) | \$15690.67 | Total available in SNIP – over spent on other items. | \$13865 | Item | Actual Total Cost | 1 server (already got one this year) | \$6800 | 4 monitors | \$1000 | 4 key boards | \$460 | 4 mouse | \$160 | 3 CPU's (already got 5 this year) | \$3225 | 1 Hub and switch | \$320 | Total (actual cost) | \$11965.00 | -0- | Based upon the information you provided and the criteria considered by the Compensation Board in reviewing exception requests, this request was not approved. Office has already been approved for 5 PC's and 1 server this year, and 1 PC last year. |
| Item | Total Cost | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 Calculators | \$150 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 Postage Scale | \$100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 Shredder | \$300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 Hand Held Mobiles | \$4900 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 Mobiles | \$16000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total (not stressed) | \$21450 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total (stressed) | \$15690.67 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total available in SNIP – over spent on other items. | \$13865 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Item | Actual Total Cost | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 server (already got one this year) | \$6800 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 monitors | \$1000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 key boards | \$460 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 mouse | \$160 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 CPU's (already got 5 this year) | \$3225 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 Hub and switch | \$320 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total (actual cost) | \$11965.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| VIRGINIA BEACH CITY | SHERIFF | <p>4/16/02 Officer neglected to request transfer of \$124,424 from 8 medical treatment positions for medical contract payment. Officer requests an exception to policy.</p> | -0- | Approved as an exception to policy; based upon the specific conditions stated by the officer. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PAGE COUNTY | COMMONWEALTHS ATTORNEY | 4-4-2002 Officer has unexpended equipment funds @ \$1,996.83, Stressed total. Officer requests to purchase a copier. Total Cost @ \$1,975. Stressed Cost @ \$1,474.34 | -0- | Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Commonwealth's Attorney's request was approved at no additional cost to the Compensation Board. |
| ALLEGHANY COUNTY | COMMONWEALTHS ATTORNEY | 4-10-02 Officer requests to transfer Turnover Funds @ \$6,141 to BASE Office Expenses. NOTE: This request is an exception to policy based upon the Alleghany/Clifton Forge Reversion Agreement | -0- | Approved as an exception to policy, based upon the terms of the Alleghany/Clifton Forge reversion agreement and paragraph M, Item 60, Chapter 1073, 2000 Acts of Assembly. |

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SOUTHAMPTON COUNTY | COMMONWEALTHS ATTORNEY | <p>4-10-2002 Officer requests in lieu of purchasing File Server @ \$7,000 Total Cost, Stressed Total @ \$5,279.40, he be approved to purchase the following.</p> <p>Officer requests exception to Comp Board policy setting maximum approval for a copier at \$4,000.</p> <p>NOTE: Approval of the copier fax combo (\$6,095) PC (\$1,800) and Printer (\$800) amount to \$8,695, Stressed Cost \$6,557.77.</p> | -0- | Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Commonwealth's Attorneys' request was approved at no additional cost to the Compensation Board. Additionally, the Compensation Board approved an exception to the maximum approved amount for a copier as the request was for a combination fax/copier. Total approved is \$8,695 for the copier/fax, PC and printer; stressed amount is \$6,557.77. |

| Approved | | | Request | | | |
|-----------------------|--------------------|------------------|-----------------------|-------------------------|------------------|----------------------|
| <u>Qty.</u> | <u>Description</u> | <u>Unit Cost</u> | <u>Qty.</u> | <u>Description</u> | <u>Unit Cost</u> | <u>Stressed Cost</u> |
| | | | | | | |
| 1 | File Server | 7,000 | 1 | Copier/Fax Combo | 6,095 | 4,597 |
| 1 | Personal Computer | 1,800 | 1 | Personal Computer | 1,800 | 1,358 |
| 1 | Printer | 800 | 1 | Printer | 800 | 603 |
| 1 | Copier | 4,000 | 1 | Copier | 4,000 | 3,017 |
| 1 | Fax Machine | 300 | 1 | Fax Machine | 300 | 226 |
| <u>Total Cost</u> | | 13,900 | <u>Total Cost</u> | | 12,995 | |
| <u>Total Stressed</u> | | 10,483 | <u>Total Stressed</u> | | 9,801 | |

732-02-00: TREASURERS

OLD BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|----------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------|
| TREASURERS' ASSOCIATION OF VIRGINIA | TREASURERS | Treasurers' Association of Virginia Audit Committee presents report regarding FY03 CDP certifications. AT THEIR MARCH 26, 2002 MEETING, THE BOARD DEFERRED ACTION TO THE APRIL 23 MEETING WHEN OFFICERS' BUDGETS ARE APPROVED. | N/A | Compensation Board approved 52 of the 55 requests submitted. |

732-02-00: TREASURERS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CITY OF DANVILLE | TREASURER | <p>4/8 Officer requests to transfer balance of Turnover Funds @ \$696.00 to Base Temporary Funds.</p> <p>Based on FY02 Staffing Standards office is ranked 123, FTE difference -.62, Need -10.95%</p> <p>Based on FY03 Staffing Standards office is ranked 121, FTE Difference -.54, Need -9.54%</p> | \$00 | Approved as an exception to policy; based upon the specific conditions stated by the officer. |
| ALLEGHANY COUNTY | TREASURER | <p>4/11 Officer requests to transfer Turnover funds @ \$11,184.00 to BASE Office Expense Funding.</p> <p>Note: This request is an exception to policy based upon the Alleghany/Clifton Forge Reversion Agreement.</p> | \$00 | Approved as an exception to policy, based upon the terms of the Alleghany/Clifton Forge reversion agreement and paragraph M, Item 60, Chapter 1073, 2000 Acts of Assembly. |
| ALLEGHANY COUNTY | TREASURER | <p>4/11 Officer requests to transfer balance of Turnover Funds @ \$4424.00 to Base Temporary Funds.</p> <p>Based on FY02 Staffing Standards office is ranked 119, FTE difference -.45, Need -7.01%</p> <p>Based on FY03 Staffing Standards office is ranked 118, FTE difference -.42, Need -6.54%</p> | \$00 | The Compensation Board did not approve this request as this would increase positions due under staffing standards. |
| ORANGE COUNTY | TREASURER | <p>4/16 Officer requests on behalf of the Treasurers Association an exception to the Compensation Boards' tentative policy for FY03 concerning the reimbursement for meetings. Specifically, the Treasurers Association requests reimbursement for their annual meeting June 19-22, 2002. Most offices will be unable to request reimbursement until July, 2002.</p> | \$5,000.00 | Approved as an exception to policy as the meeting is to be held in FY02. |

734-02-00: COMMISSIONERS OF THE REVENUE

OLD BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|----------------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CITY OF FALLS CHURCH | COMMISSIONER OF THE REVENUE | <p>3/15 Officer requests an exception to Spending Reduction Policy. Employee, Pos. 4 Compensation Board Budget, was terminated by previous officer. Locality refused removal from payroll. Newly elected officer (January 02) requests that employee be restored to Compensation Board Payroll retroactive to 9/24/01.</p> <p>Based on FY02 Staffing Standards office is in excess of 1.2 FTE.</p> <p>Based on FY03 Staffing Standards office is in excess of 1.07 FTE.</p> <p>Position 00004 scheduled for reallocation FY03.</p> <p>AT THEIR MARCH 26, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS REQUEST PENDING ADDITIONAL INFORMATION. THE COMPENSATION BOARD IS UNAWARE OF ANY PROVISION OF STATE LAW WHICH ALLOWS A LOCAL GOVERNING BODY TO OVERRIDE AN EMPLOYMENT DECISION OF A CONSTITUTIONAL OFFICER. THE COMPENSATION BOARD REQUESTS INFORMATION REGARDING THE AUTHORITY OF THE LOCALITY TO TAKE THIS ACTION.</p> | \$00 | <p>The Compensation Board has been advised by the Commissioner of the Revenue that the previous Commissioner reinstated the incumbent in this position on the City payroll. However, the previous Commissioner submitted a CB-10 removing the incumbent from the payroll, and requested annual leave payoff. The previous Commissioner made no attempt to reinstate the incumbent on the Compensation Board payroll. Additionally, the previous Commissioner was advised by letter of May 1, 2001 that requests for exceptions to the Reallocation Policy were due to the Compensation Board by July 1, 2001. The Compensation Board notes that no exception was requested. The Compensation Board did not approve an exception to the Reallocation Policy. Approval is granted for the Commissioner to transfer vacancy savings from this position to office expenses or part-time.</p> |

734-02-00: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CITY OF PORTSMOUTH | COMMISSIONER OF THE REVENUE | <p>3/25 Officer requests transfer of \$15,170.00 Temporary Funds to Permanent Staff Salaries for reclassification of the following positions:</p> <p>Position 00014 currently DI @ \$19,521 (step 4) to DIV @ \$26068 (step 1) cost \$ 6547, CB cost 3273.50</p> <p>Position 000002 currently DII @ \$19521 (step below) to DIV @ \$26068 (step 1) cost \$6547, CB Cost 3273.50</p> <p>Position 00018 currently DI @ \$22309 (step 10) to DII @ 24,385 (step 10) cost \$2076 CB cost \$1038</p> <p>Based on FY03 Staffing Standards After Allocations office is ranked 115, in excess 1.72, Need -10.56%</p> <p>Office budgeted \$60,069 temporary funding FY02 approved budget.</p> <p>Total Cost \$15,170.00, Total CB Cost \$7585.00</p> | \$00 | The Compensation Board approved a transfer of \$15,170 from base temporary funds to effect the classification(s) requested by the Commissioner in accordance with the Compensation Board's Delegation of Classification Authority policy. This action is at no additional cost to the Compensation Board, and will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years. |

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TAZEWELL COUNTY | CIRCUIT CLERK | COURT Officer has Delegation of Classification Authority. 4-2-2002 Officer is reclassifying 7 positions, cost @ \$13,214. Officer requests to transfer Office Expense Funds @ \$13,214 to fund reclasses. Effective 4-1-2002. Officer is ranked 1 is due 6.42 FTE and is in 68.52% of Need. | -0- | The Compensation Board did not approve your request to transfer office expense funds from your base budget to affect these reclassifications. The Compensation Board has approved a significant reduction in all Constitutional Officers' office expenses next year. This transfer request, if approved, would have resulted in reducing your FY03 office expenses even further. |
| PORTSMOUTH CITY | CIRCUIT CLERK | COURT 4/8/02 - Officer has Delegation of Classification Authority. Officer is reclassifying 2 positions, cost @ \$5,093. Officer has Turnover Funds @ \$4,558. Officer requests to transfer Office Expense Funds @ \$535 to fund the balance of the reclass cost. Effective 5-1-2002. Officer is ranked 1 is due 6.42 FTE and is in 68.52% of Need. | -0- | The Compensation Board did not approve your request to transfer office expense funds from your base budget to affect these reclassifications. The Compensation Board has approved a significant reduction in all Constitutional Officers' office expenses next year. This transfer request, if approved, would have resulted in reducing your FY03 office expenses even further. |
| MIDDLESEX COUNTY | CIRCUIT CLERK | COURT 4-10-02 Officer does not have Delegation of Classification Authority. Officer requests to reclassify pos. #2 DCI-G6 @ \$26,136 to SCT-G7 @ \$27,940. Cost to reclass @ \$1,804. Officer requests to transfer Office Expense Funds @ \$1,804 to fund reclass. Effective June-1-2002. Officer is ranked 23 is due .92 FTE and is in 30.67% of Need. | -0- | The Compensation Board did not approve your request to transfer office expense funds from your base budget to affect these reclassifications. The Compensation Board has approved a significant reduction in all Constitutional Officers' office expenses next year. This transfer request, if approved, would have resulted in reducing your FY03 office expenses even further. |

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--------------------|----------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ISLE OF WIGHT | CIRCUIT CLERK | COURT | <p>03/26/02 – Officer requests to redistribute previously approved TTF funding to pay for equipment and services which were not included in his original FY02 budget request. FY02 TTF funding was approved for the purchase of a scanner and for index conversion and backscanning services.</p> <p>Officer now requests \$2,600 of the law and chancery portion of his TTF funding to upgrade computers with the Supreme Courts Caisform software.</p> <p>Officer also requests \$12,800 of TTF funding to hire part-time staff, enabling full time staff to perform the necessary quality control and matching of the converted indexes and images.</p> | \$ 0 (NGF) | The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, <u>Code of Virginia</u> . |
| TAZEWELL COUNTY | CIRCUIT CLERK | COURT | 03/27/02 –Officer requests \$11,160.70 of the unbudgeted \$2 portion of their TTF funding to purchase 2 printers and 4 viewing stations. | \$11,160.70 (NGF) | The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> . |
| CITY OF WAYNESBORO | CIRCUIT CLERK | COURT | 04/04/02 – Officer requests to transfer \$11,892 of previously approved TTF funding from equipment to services. Officer explains that she inadvertently requested this funding for the internet services under the equipment section of her budget request. | \$ 0 (NGF) | The Compensation Board approved your request for use of the law and chancery portion of your TTF funding based on the criteria set out in §17.1-279, E. (iii), <u>Code of Virginia</u> . |

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

| | | | |
|-----------------------|----------------|------------------------------------------------------------------------------|-------------------|
| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> |
| FUND TRANSFER REQUEST | CIRCUIT CLERK | COURT Officer requests Fund Transfer for the Month of April. Not In Base. | |

COMPENSATION BOARD ACTION

The Compensation Board did not approve this transfer request. Please refer to our letters of May 1 and September 25, 2001 for additional information.

| FIPS | LOCALITY | Request Date | FROM Category | TO Category | AMOUNT | Transfer Approved | in Base |
|-------|----------|--------------|---------------|-------------|--------|-------------------|---------|
| 155 | Pulaski | 4/10/02 | Temp | Office | 2,500 | | |
| TOTAL | | | | | 2,500 | | |

| | | | | |
|---------------------------------------|---------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| JAMES CITY COUNT/CITY OF WILLIAMSBURG | CIRCUIT CLERK | COURT | 04/16/02 - Officer requests to redistribute \$115,200.15 previously approved TTF funding to pay for service providers that were not included in her original FY02 budget request. | \$ 0 (NGF) |
|---------------------------------------|---------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|

The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, Code of Virginia.

Officer originally requested conversion services to be provided by temp staff, Courthouse Links, and Data Agents. Officer will now use The Paperless Office, Staples, and Quill for conversion services. Funding originally requested to pay for additional Supreme Court equipment will now be used to pay for a system upgrade and maintenance provided by the Supreme Court. Back-scanning services, originally to be provided by Sutton Info Systems, will now be done in-house.

OTHER MATTERS

OLD BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------|
| 1. TTF INCENTIVE PAYMENT PLAN | COMPENSATION BOARD | Staff presents guidelines for Incentive Payment Plan based on Land Records User Group suggestions. AT THEIR DECEMBER 18, 2001 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM UNTIL THEIR JANUARY 22, 2002 MEETING. AT THEIR JANUARY 22, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM UNTIL AFTER THE CURRENT GENERAL ASSEMBLY SESSION. AT THEIR MARCH 26, 2002 MEETING, THE BOARD DEFERRED ACTION ON THIS ITEM. | N/A | Deferred to May meeting. |

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 #02/09. | N/A | Approved. |
| 2. | MONTHLY JAIL AUDIT ACTIVITY STATUS REPORT | COMPENSATION BOARD | Staff presents monthly Jail Audit Activity Status Report. | N/A | Noted. |
| 3. | AUDIT STATUS REPORT | COMPENSATION BOARD | Staff presents the Audit Status Report. | N/A | Noted. |
| 4. | TRAINING STATUS REPORT | COMPENSATION BOARD | Staff presents monthly Training Status Report. | N/A | Noted. |
| 5. | NEW OFFICER TRAINING | COMPENSATION BOARD | Staff presents New Officer Training Three Month Follow-Up Survey Report. | N/A | Noted. |
| 6. | LAWFUL EMPLOYMENT PRACTICES | COMPENSATION BOARD | Staff presents Lawful Employment Practices Report. | N/A | Noted. |
| 7. | TTF OPTIONS | COMPENSATION BOARD | Staff presents TTF Options for addressing the FY03 \$5 million TTF shortfall. | N/A | Approved options for discussion with Land Records Users Group and Clerks. |
| 8. | BUDGET ALLOCATION PACKAGE | COMPENSATION BOARD | Staff presents budget allocation package. | N/A | Approved. |
| 9. | OPERATING MANUAL | COMPENSATION BOARD | Staff presents FY03 Operating Manual. | 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> |
|-------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------|
| 10. SPENDING REDUCTION PLAN | COMPENSATION BOARD | Staff presents May 1, 2002 Spending Reduction Plan memo to be mailed with FY03 budgets. | N/A | Approved. |
| 11. TECHNOLOGY TRUST FUND COLLECTIONS § 17.1 – 279 | CIRCUIT CLERKS | COURT <u>Technology Trust Funds</u> Collections for FY97: \$ 4,236,366 Collections for FY98: \$ 4,812,889 Collections for FY99: \$ 5,768,994 Collections for FY00: \$ 5,051,885 Collections for FY01: \$ 5,122,197 Collections for FY02: (YTD)\$4,786,228.76 This information was taken from the monthly CARS1624 report. | | Noted. |

| TECHNOLOGY TRUST FUND PROJECTIONS FOR FY00 | AVERAGE | LOW MONTH | HIGH MONTH |
|-----------------------------------------------|------------------|----------------|------------------|
| PROJECTION | 6,381,638 | 4,703,026 | 7,472,356 |
| IMPACT STATEMENT | 4,200,000 | 4,200,000 | 4,200,000 |
| VARIANCE | 2,181,638 | 503,026 | 3,272,356 |

| | | | | |
|-----------------------|-----------------------|-----------------|-----|-----------------|
| 12. APPEALS STATUS | COMPENSATION BOARD | Closed Meeting. | N/A | Closed Meeting. |
|-----------------------|-----------------------|-----------------|-----|-----------------|

FOR YOUR INFORMATION

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------|
| 1. APRIL KNIGHT | SPEAKER | <p>This is an email from April Knight (who will be speaking about Mental Health Issues in Jails at our May programs) regarding Kathy Cook.</p> <p>" It has been a real pleasure working with you. You have been thorough, supportive and gracious. I recently did another conference for the Virginia Association of Regional Jail's and they could not put me up at the conference center so I had to leave my home at 5:30 am, travel, pay for my own gas and parking and travel back home. You have done a great job! Please pass on to your boss! Many Thanks!"</p> | N/A | Noted. |

**CLOSED MEETING
COMPENSATION BOARD DOCKET #02/10
APRIL 23, 2002**

NO CLOSED MEETING – NO UPDATE ON APPEAL.

1) **MOTION FOR “CLOSED MEETING” by Chairman June Funkhouser. (_____ seconded the motion).**

- Under the provisions of Section 2.1-344.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 ricers, appointees or employees.
- Under the provisions of Section 2.1-344.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to obtain consultation with legal counsel as to actual or “probable litigation” concerning the **Hopewell Sheriff**.

2) **Mrs. Funkhouser: I move to return to open session. (_____ seconded the motion).**

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. The members must certify that they discussed: **only public business exempt from the Act,**

| | | |
|------------------------------|-----------|----------|
| June R. Funkhouser, Chairman | Yes _____ | No _____ |
| Walter J. Kucharski, Member | Yes _____ | No _____ |
| Danny M. Payne, Member | Yes _____ | No _____ |

AND

only public business matters identified in the motion to convene the closed meeting.

| | | |
|------------------------------|-----------|----------|
| June R. Funkhouser, Chairman | Yes _____ | No _____ |
| Walter J. Kucharski, Member | Yes _____ | No _____ |
| Danny M. Payne, Member | Yes _____ | No _____ |

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 #02/10 APRIL 23, 2002

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ROCKINGHAM COUNTY | SHERIFF | 4/18/02 – Officer requests to use part of their radio equipment funds for alternative equipment. <u>Original FY02 Approved</u> | -0- | Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Sheriff's request was approved at no additional cost to the Compensation Board. |

| Item | STRESSED Cost - total |
|----------------------|-----------------------|
| 43 Hand Held Mobiles | 31183.60 |
| 57 Mobiles | 41336.40 |
| Total (stressed) | \$72520.00 |

Alternate Equipment Requested

| Item | STRESSED Cost - total |
|----------------------------------|-----------------------|
| Server (got 1 this year) | \$14000.00 |
| 7 Printers (got 1 this yr) | \$5600.00 |
| 14 Computers | \$12600.00 |
| 6 replacement key bds | \$780.00 |
| 11 repl. Monitors(got 4 this yr) | \$1870.00 |
| Total (stressed) | \$34850.00 |

304-05-00: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|----------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MONTGOMERY COUNTY | SHERIFF | 4/17/02 – OFFICER REQUESTS TO TRANSFER \$12500.00 FROM VACANCY (NON SPENDING REDUCTION) TO OFFICE EXPENSES. HE SITES THAT VEHICLES HAVE STRIPS THAT HAVE LOST THEIR REFLECTIVE PROPERTIES AND THIS NEEDS TO BE REDONE FOR SAFETY. | -0- | The Compensation Board did not approve this request. As noted in the Compensation Board's letters of May 1 and September 25, 2001, additional funding is not available this year. |
| MATHEWS COUNTY | SHERIFF | 4/22/02 – OFFICER REQUEST TO TRANSFER SALARY FOR POS. 9 (VACANT AS CS7 @ 23329) TO TEMP FUNDS FOR APRIL, MAY, AND JUNE 2002. THE TOTAL TRANSFER WOULD BE \$5832.24. | -0- | Based upon the information you provided and the criteria considered by the Compensation Board in reviewing exception requests, this request was not approved. |
| WESTERN TIDEWATER REG JAIL | SUPERINTENDENT | 04/22/02 – OFFICER REQUESTS TRANSFER OF \$56,207 IN VACANCY SAVINGS AND \$33,846 IN TURNOVER TO OFFICE EXPENSES TO PAY EXTRAORDINARY MEDICAL COSTS. | -0- | Based upon the information you provided and the criteria considered by the Compensation Board in reviewing exception requests, this request was not approved. |

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| WYTHE COUNTY | COMMONWEALTHS ATTORNEY | 4-18-2002 Officer requests to transfer Turnover Funds @ \$7,932 to BASE Temporary Funds. NOTE: Based on FY03 Staffing Standards, Officer is due 1 additional support position. | -0- | Approved, as office is due support positions based upon FY03 staffing standards. |
| AMELIA COUNTY | COMMONWEALTHS ATTORNEY | 4-18-2002 Officer has unexpended equipment funds @ \$570, Stressed total. Officer requests to purchase a printer. Total Cost @ \$785 Total Cost. Stressed Cost @ \$569.52. | -0- | Based upon changed conditions reported by the officer subsequent to the Compensation Board's May 1 approval of specific equipment for which reimbursement was authorized, the Commonwealth's Attorney's request was approved at no additional cost to the Compensation Board. |
| LEE COUNTY | COMMONWEALTHS ATTORNEY | 4/19/02 Officer requests exception to 60 day reimbursement policy, due to Substitute Prosecutor Michael F. Carrico having just submitted paperwork. | \$3,745 | Approved as an exception to policy. |
| ROCKINGHAM COUNTY | COMMONWEALTHS ATTORNEY | FY03 4-22-2002 Officer requests an exception to the Spending Reduction Policy. Officer has a JATTI G13 Attorney who qualifies for the Career Prosecutor Program September 1, 2002. Officer states it is unfair to this employee who has worked diligently to qualify for the program, only to have the funding withdrawn at the time he qualifies. | -0- | The Compensation Board deferred action on this request to the July 23 docket. |

320-01-00: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------|
| ROCKINGHAM COUNTY | COMMONWEALTHS ATTORNEY | 4-22-2002 Officer requests to reclass pos. #10 JSECA-G6 @ \$10,228 to JPAB-G7 @ \$11,181. Cost @ \$953 Officer has -0- Turnover Funds. Officer requests to transfer Officer Expense Funds @ \$953 to fund this reclass. | -0- | Deferred. |

732-02-00: TREASURERS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CITY OF RICHMOND | TREASURER | <p>3/25 Officer requests an exception to the Spending Reduction Policy, a transfer request of \$2148 from Temporary Personnel to Equipment and a transfer of \$900 from Vacancy Savings to Equipment for the use of purchasing a computer.</p> <p>Officer also request a transfer of \$2000 from Vacancy Savings to Office Expenses.</p> <p>Office is 100% State Funded,</p> <p>Based on FY03 Staffing Standards office is ranked 129, FTE difference -1.28, Need -31.07%</p> <p>Maximum Approval \$2100 for Personal Computer.</p> <p>Locality Stress 90.25% Cost \$2100.00, Stressed Cost \$ \$1895.25</p> <p>NOTE: May 1 letter "The Compensation Board will not approve request to transfer from the temporary personnel category to office expenses or equipment"</p> | \$00.00 | Compensation Board approved a one time transfer (not in the base) from part-time to equipment (less the fiscal stress factor) of \$1895.25. The amount approved for transfer is consistent with the Compensation Board's maximum approval amount for PC's. The Compensation Board did not approve any additional transfer requests per Compensation Board policies of May 1, 2001 and September 25, 2001. |

734-02-00: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BEDFORD COUNTY | CIRCUIT CLERK | COURT Officer has Delegation of Classification Authority. 4-19-2002 Officer is reclassifying 3 positions, cost @ \$5,910. Officer has Turnover Funds @ \$1,726 to fund these reclasses. Officer requests to transfer Office Expense Funds @ \$4,184 to fund balance of reclasses cost. Effective 5-1-2002. Officer is ranked 34 is due 2.66 FTE and is in 27.06% of Need. | -0- | The Compensation Board did not approve your request to transfer office expense funds from your base budget to affect these reclassifications. The Compensation Board has approved a significant reduction in all Constitutional Officers' office expenses next year. This transfer request, if approved, would have resulted in reducing your FY03 office expenses even further. |

321-06-00: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--------------------|----------------|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CITY OF PORTSMOUTH | CIRCUIT CLERK | COURT | 04/18/02 – Officer requests to redistribute \$14,228.75 of previously approved TTF funding for additional cabling costs associated with converting their current land records management system provided by Reams to the Supreme Court's Records Management System. | \$ 0 (NGF) | The Compensation Board approved your request for use of the law and chancery portion of your TTF funding based on the criteria set out in §17.1-279, E. (iii), <u>Code of Virginia</u> . |
| WARREN COUNTY | CIRCUIT CLERK | COURT | 04/19/02 – Officer requests to redistribute \$11,181 of previously approved TTF funding to fund the additional cost of a duplex scanner over and above their original FY02 request and to purchase two additional public viewing stations. | \$ 0 (NGF) | The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.279, <u>Code of Virginia</u> . |

OTHER MATTERS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

FOR YOUR INFORMATION

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

h:\waddell\Docket\April02MINUTES