

COMPENSATION BOARD DOCKET #05/10

APRIL 27, 2005

EMPLOYEE RECOGNITION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
POWHATAN COUNTY	SHERIFF	<p>4-1-05 Appreciation email from Lisa Fleming, Powhatan County Sheriff's Office to Rick Burkett, Senior Fiscal Technician:</p> <p>"Rick, I just want to thank you for the call yesterday. I very much appreciate your letting me know about the Vacancy Savings to be transferred. I would never have known that money was there and needed to be transferred by the end of March. This was one of our concerns when we completed the Comp. Board's survey last year. I don't know if there was anything posted on the Comp. Board's website regarding the cutoff for transferring this money, or how we would have known we actually had vacancy savings unless I just arbitrarily went in to check this out. Thank you for your help. I definitely do not want to miss any deadlines, etc. and appreciate all you do."</p>	N/A	Noted.

304-05-09: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NEWPORT NEWS	SHERIFF	4-7-05 Officer requests the fund transfer approved on 3/23/05 for 1 server at a stressed cost of \$13,437.12 be rescinded. They are asking that \$60,000 from vacancy savings be transferred to Office Expense and \$200,000 from vacancy savings to be transferred to Temporary Salaries.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a one-time transfer, not in the base budget.

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENE COUNTY	SHERIFF	3-23-05 Officer requests to use funds originally approved for Livescan in the amount of \$7,900.00 to purchase a replacement server costing \$11,150.00 (stressed \$7,380.19). Per the VSP, the Livescan does not need to be upgraded and is up to date. The server houses and runs the agency and E911 center. The vendor says a bigger server is needed.	-0-	Approved as an exception to policy at no additional cost to the Compensation Board based upon the specific conditions stated by the Sheriff.
RICHMOND COUNTY	SHERIFF	3-25-05 Officer requests an additional Court Security position or increase base temporary salaries by \$25,004 (prorated \$6,251.00). This is due to a growing concern for the safety of the court staff and public as well. During attorney visits, the prisoner is walked down the hall past the Treasurer's Office to the bottom of the stairwell to visit. There are no holding cells and no attorney visitation rooms. This requires a court security officer during the visit. An additional court security officer would allow better coverage both inside the courtroom and hallway. This would enhance public safety and reduce the workload on the courtroom staff. CS due on allocation is .51 and total percentage due is -2.94%	\$25,004	Deferred to the May 25, 2005 meeting for additional staff research.
ALLEGHANY COUNTY	SHERIFF	3-28-05 Officer requests to transfer \$3,111.26 from office expense to purchase three (3) computers @ \$1,075.00 each and three (3) monitors at \$209.16 each for a total cost of \$3,852.48 (stressed \$3,111.26) The existing money in office expense was created from vacancy savings.	-0-	Approved per the Compensation Board's FY05 Budget Priorities and Policies as amended December 15, 2004.

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHARLOTTE COUNTY	SHERIFF	3-29-05 Officer requests \$3,265.00 be transferred from base temporary salaries to permanent salaries for an internal salary adjustment to position 00012 (prorated Apr - Jun \$816.25).	-0-	The Compensation Board approved a transfer of \$3,265 from base temporary salaries to effect the salary action requested by the Sheriff in accordance with the Compensation Board's pay and classification policy. This action is at no additional cost to the Compensation Board, and will result in a reduction in the officer's base temporary budget in the current as well as subsequent fiscal years.
BLAND COUNTY	SHERIFF	3-31-05 Officer requests \$667.00 be transferred from turnover to base temporary salaries (prorated \$166.75).	-0-	Approved as a base budget transfer.
LOUISA COUNTY	SHERIFF	4-4-05 Officer requests to transfer \$5,696.00 from base temporary salaries to permanent salaries to give position 00014 an internal salary adjustment effective May 2005. (prorated May-June 05 \$949.33).	-0-	The Compensation Board approved a transfer of \$5,696 from base temporary salaries to effect the salary action requested by the Sheriff in accordance with the Compensation Board's pay and classification policy. This action is at no additional cost to the Compensation Board, and will result in a reduction in the officer's base temporary budget in the current as well as subsequent fiscal years.
DICKENSON COUNTY	SHERIFF	4-6-05 FY06 Officer requests to upgrade the LiveScan in FY06 at a cost of \$11,936.00 (stressed \$10,003.56). The current equipment is outdated and needs upgrading. The upgraded equipment would cut our maintenance cost.	\$10,003.56 (stressed cost)	Approved per the Compensation Board's FY05 Budget Priorities and Policies; contingent upon the Sheriff's compliance with Compensation Board policies regarding LiveScan purchases. Any amounts approved will be reimbursed at the stressed cost amount. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.
DICKENSON COUNTY	SHERIFF	4-6-05 Officer requests to transfer \$1,883.00 (prorated \$470.75) from turnover to base temporary salaries.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a base budget transfer.

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FRANKLIN COUNTY	SHERIFF	4-6-05 Officer requests to transfer funds from vacancy savings to purchase a laptop computer for \$2,000.00 (stressed \$1,336.20).	-0-	Approved per the Compensation Board's FY05 Budget Priorities and Policies, as amended December 15, 2004. Any amounts approved will be reimbursed at the stressed cost amounts shown below. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.
CULPEPER COUNTY	SHERIFF	4-7-05 FY06 - Officer requests \$33,333 for implementation of in-car computer system. The titled "Criminal Justice Record System Improvement Program" is designed to assist localities in automating records, processing and information sharing activities. Sheriff and Commonwealth's Attorney have applied for a 4-year \$200,000 per year grant from DCJS; required cash match is \$50,000 per year. Town of Culpeper is providing \$16,667 per year and the Sheriff's office and Commonwealth's Attorney are requesting \$33,333 to meet the cash match. NOTE: This is an FY06 request; no funding source is available in FY06. Funding for subsequent fiscal years cannot be approved.	\$33,333	Not approved, as the Board did not wish to commit to a multi-year grant funding process.
LYNCHBURG CITY	SHERIFF	4-15-05 Officer requests additional funds to purchase 4 computers at \$1,200 each for a total cost of \$4,800.00 (stressed cost \$4,186.08). There is no Turnover or Vacancy Savings available.	\$4,186.08	Approved as an exception to policy, based upon the specific conditions stated by the officer. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.
BUENA VISTA CITY	SHERIFF	4-15-05 Officer requests additional funds to purchase one computer at a cost of \$1,200.00 (stressed cost \$1,028.40). There is no Turnover or Vacancy Savings available.	\$1,028.40	Approved as an exception to policy, based upon the specific conditions stated by the officer. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PETERSBURG CITY	SHERIFF	3-18-05 Officer requests to transfer \$160,653.76 from vacancy savings to office expense.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a one-time transfer, not in the base budget.
PULASKI COUNTY	SHERIFF	4-19-05 Officer requests \$7,165.00 be transferred from turnover to base temporary salaries	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.
SCOTT COUNTY	SHERIFF	4-19-05 FY06 Officer requests an additional \$14,000 in base temporary salaries. This is due to the lose to the Regional jail of position 38 which logged all of our civil papers in and out, assigns them to the officers for service, answers any questions that may come in on the telephone as to the type of service and has knowledge and is able to perform some of the other duties of the Records Department.	\$14,000	Approved as an exception to policy, based upon the specific conditions stated by the officer, effective July 1, 2006 as a base budget adjustment.
NEW RIVER VALLEY REGIONAL JAIL	SUPERINTENDENT	4-19-05 Officer requests to transfer Vacancy Savings to Equipment.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a one-time transfer, not in the base budget.

FIPS	Locality	Fund Transfer Request	Equipment Requested	Qty	Amount Requested	Per Policy Cost	Total Cost	Stressed Cost
480	New River Valley RJ	18196.00	Computer	11	11,396.00	1,036.00	11,396.00	9,452.98
480	New River Valley RJ		Printer	2	2,800.00	1,400.00	2,800.00	2,322.60
480	New River Valley RJ		Server	1	4,000.00	4,000.00	4,000.00	3,318.00
480 Total					18,196.00		18,196.00	15,093.58
Grand Total					18,196.00		18,196.00	15,093.58

320-05-09: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SALEM CITY	COMMONWEALTH'S ATTORNEY	<p>4-6-05 Acting Officer requests additional Temporary Funding @ \$9,281.75. This is equivalent to position #1 ATTI @ \$37,127 from April 1, 2005 to June 30, 2005. The Special Election will be held on November 8, 2005.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position #1 ATTI is not vacant during the period in which I am the Acting Commonwealth's Attorney, consequently funds cannot be transferred from this position.</p>	-0-	Approved at no additional cost to the Compensation Board.
LISTED BELOW	COMMONWEALTH'S ATTORNEY	Officers requests to transfer Vacancy Savings Funds to the categories listed.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a one-time transfer, not in the base budget.

FIPS	LOCALITY	Request Date	FROM	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
185	Tazewell	4/6/05	Vacancy Savings	Office Exp.	21,195	21,195	0
700	Newport News	4/18/05	Vacancy Savings	Office Exp.	29,193	29,193	0
760	Richmond City	4/19/05	Vacancy Savings	Office Exp.	82,192	82,192	0
	TOTAL				132,579	132,580	0

320-05-09: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLOYD COUNTY	COMMONWEALTH'S ATTORNEY	4-19-05 Officer's Army Reserve unit is being mobilized for an 18-month deployment to Iraq on May 8, 2005.		
		FY06 Officer requests additional Temporary Funding @ \$80,637.44. For FY06, this is equivalent to an hourly wage of @ \$48.46 times 8 hours per day, times 4 days per week for one year = \$80,637.44.	\$80,637.44	Approved as an exception to policy, based upon the specific conditions stated by the officer.
		FY05 Officer requests additional Temporary Funding @ \$13,439.57. This is equivalent to the annual salary @ \$80,637.44 times 2 months = \$13,439.57.	\$13,439.57	Approved as an exception to policy, based upon the specific conditions stated by the officer.
SUFFOLK CITY	COMMONWEALTH'S ATTORNEY	4-19-05 Officer has been approved to purchase a copier @ \$4,000 in the March Docket. Officer requests an exception to the CB maximum allowed amount @ \$4,000 to use unexpended Equipment Funds @ \$273 to purchase a copier @ \$4,273.	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer, at no additional cost to the Compensation Board.

734-05-09: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND COUNTY	COMMISSIONER OF THE REVENUE	3-23-05 Officer requests to transfer turnover funds in the amount of \$2,103 to base temporary funds.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

732-05-09: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	TREASURERS	In response to the notification of funds reappropriated by the Governor for equipment, Treasurers request reimbursement for equipment purchased or to be purchased in FY05.	\$13,023	Approved per the Compensation Board's FY05 Budget Priorities and Policies, as amended December 15, 2004. Any amounts approved will be reimbursed at the stressed cost amounts shown below. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

Fips	Locality	Qty	Description	Unit Requested Cost	Total Requested Cost	Per Policy Unit Cost	Total Cost Approved	Unit Stressed Cost (SNIP)	State's Total Stressed Portion	Locality App Y/N	Comp Board Action
29	Buckingham	1	Printer	500	500	500	500	381	127	Y	approved
29	Buckingham	2	PC	1200	2400	1200	2400	913	609	Y	approved
	Buckingham Total						2900	1294	736		
69	Frederick	3	Printer	225	675	225	675	145	145	Y	approved
69	Frederick	1	Calculator	143	143	100	100	64	21	Y	approved
	Frederick Total						775	209	166		
75	Goochland	1	Postage Scale	200	200	200	200	82	27	Y	approved
75	Goochland	4	Calculator	100	400	100	400	41	54	Y	approved
75	Goochland	2	Printer	1000	2000	1000	2000	408	272	Y	approved
75	Goochland	4	Computer	1200	4800	1200	4800	489	652	Y	approved
	Goochland Total						7400	1019	1005		
87	Henrico	1	PC	5000	5000	1200	1200	740	247	Y	approved
	Henrico Total						1200	740	247		
127	New Kent	1	Printer	350	350	350	350	193	64	Y	approved
127	New Kent	3	PC's	1200	3600	1200	3600	663	663	Y	approved
	New Kent Total						3950	857	728		

732-05-09: TREASURERS

CONTINUED.

Fips	Locality	Qty	Description	Unit Requested Cost	Total Requested Cost	Per Policy Unit Cost	Total Cost Approved	Unit Stressed Cost (SNIP)	State's Total Stressed Portion	Locality App Y/N	Comp Board Action
133	Northumberland	1	PC	1638	1638	1200	1200	796	265	Y	approved
133	Northumberland	1	Printer	1610	1610	1500	1500	995	332	Y	approved
	Northumberland Total						2700	1792	597		
141	Patrick	2	Printer	250	500	250	500	186	124	Y	approved
	Patrick Total						500	186	124		
149	Prince George	4	PC	1300	5200	1200	4800	828	1104	Y	approved
	Prince George Total						4800	828	1104		
177	Spotsylvania	2	PC	2700	5400	1200	2400	722	481	Y	approved
	Spotsylvania Total						2400	722	481		
197	Wythe	2	PC	1300	2600	1200	2400	945	630	Y	approved
197	Wythe	2	PC	1100	2200	1100	2200	866	578	Y	approved
197	Wythe	1	Printer	600	600	600	600	473	158	Y	approved
	Wythe Total						5200	2284	1365		
650	Hampton City	1	Printer	500	500	500	500	443	148	Y	approved
650	Hampton City	1	Mail Machine	2400	2400	2400	2400	2127	709	Y	approved
650	Hampton City	2	Printers	458	916	458	916	406	271	Y	approved
650	Hampton City	1	PC	1400	1400	1200	1200	1063	354	Y	approved
	Hampton City Total						5016	4039	1482		
740	Portsmouth	1	Shredder	700	700	700	700	669	223	Y	approved
740	Portsmouth	1	Printer	1500	1500	1500	1500	1433	478	Y	approved
740	Portsmouth	2	PC	1200	2400	1200	2400	1146	764	Y	approved
	Portsmouth Total						4600	3248	1465		
765	Richmond City	9	PC	963	8664	963	8664	842	2525	Y	approved
765	Richmond City	5	Printers	685	3426	685	3426	599	998	Y	approved
	Richmond City Total						12090	1441	3523		
	Grand Total						53531	18658	13023		

732-05-09: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CUMBERLAND COUNTY	TREASURER	3-31-05 Officer requests additional FY05 temporary salary funding in the amount of \$5255. Request is made due to the prolonged absence of an employee undergoing cancer treatment. The employee is not Compensation Board funded.	\$5,255	The Compensation Board did not approve this request. As noted in the Compensation Board's letter of May 1, 2005, additional funding is not available this year.

321-05-09: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
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TECHNOLOGY TRUST FUND	CIRCUIT COURT CLERKS	Staff requests Compensation Board approval of the following policy regarding the disposal of equipment purchased with Technology Trust Funds:	-0-	Approved.
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Any proceeds derived from the sale of equipment considered surplus by the Clerk and the equipment was purchased with monies from the Technology Trust Fund (TTF) will be kept locally. The next time the Clerk purchases equipment using TTF funding, the Clerk is to net the proceeds against the cost of the new equipment and make the net figure the amount of their TTF request to the Compensation Board.

STAFFORD COUNTY	CIRCUIT COURT CLERK	4-6-05 Officer requests to transfer Vacancy Savings Funds to the categories listed	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004. This is a one-time transfer, not in the base budget.
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FIPS	LOCALITY	Request Date	FROM Position	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
179	Stafford	4/6/05	Vacancy	Office Exp.	41,204	41,204	0
	TOTAL				41,204	41,204	0

LISTED BELOW	CIRCUIT COURT CLERK	The following officer requests to transfer Office Expense Funds to the categories listed to provide an in-band salary adjustment per Compensation Board policy.	-0-	The Compensation Board approved a transfer of \$2,518 from base office expense to effect the salary action requested by the Clerk in accordance with the Compensation Board's pay and classification policy. This action is at no additional cost to the Compensation Board, and will result in a reduction in the officer's office expense budget in the current as well as subsequent fiscal years.
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FIPS	LOCALITY	Request Date	FROM Category	TO Category	AMOUNT	Transfer Approved in Base	Pro -Rated
173	Smyth	4/15/05	Office Exp	pos. 4	2,518	2,518	629.50
	TOTAL				2,518	2,518	629.50

321-05-09: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SCOTT COUNTY	CIRCUIT COURT CLERK	4-20-2005 Officer requests restoration of budget reduction funds @ \$20,010 for pos. #5 DCI @ current salary \$0.	\$20,010	Not approved. The General Assembly did not restore any budget reductions for Clerks' offices and consequently the Compensation Board does not have funding available to restore the salary of this position.

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 #05/09	N/A	Approved.
2.	TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents the Training Status Report.	N/A	Noted.
3.	MONTHLY JAIL AUDIT ACTIVITY STATUS REPORT	COMPENSATION BOARD	Staff presents monthly Jail Audit Activity Status Report.	N/A	Noted.
4.	AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents the Audit Status Report.	N/A	Noted.
5.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, July 20, 2005 and Wednesday, August 24, 2005. REMINDER: MAY 25, 2005 COMPENSATION BOARD MEETING WILL BE HELD AT 830 EAST MAIN STREET, 2ND FLOOR CONFERENCE ROOM AT 11:00 A.M. (THERE ARE LIMITED VISITOR PARKING SPACES IN THE ALLEY BEHIND THE BUILDING. THE CLOSEST PAID/ATTENDANT LOT IS AT THE CORNER OF 7TH & FRANKLIN STREETS).	N/A	Approved.
6.	STATUS OF SECURE REMOTE ACCESS SURVEY AND REPORT	COMPENSATION BOARD	Staff presents Status of Secure Remote Access in Clerks' Offices Mid-FY05 Survey and Report.	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>
7.	STAFF TRAINING REPORT	COMPENSATION BOARD	Staff presents year-to-date training report for Compensation Board staff.	N/A	Noted.
8.	REIMBURSEMENT PAYMENTS	COMPENSATION BOARD	Compensation Board may wish to review current policy of providing reimbursements to offices other than Treasurers.	N/A	Compensation Board will send reimbursement payments to Treasures only effective August 2005 for July 2005 reimbursements. Offices with implementation problems may request an extension of the date.
9.	WORKLOAD & STAFFING STANDARDS	TREASURERS & COMMISSIONERS OF THE REVENUE	Staff presents workplan for the revision of the Treasurers' and Commissioners' of the Revenue staffing standards and workload methodology, to be completed and submitted to the Board for approval at the October 19, 2005 Board meeting.	N/A	Compensation Board asked the Virginia Court Clerks' Association to appoint a committee to revise staffing standards.
10.	COMPENSATION BOARD AUDIT	COMPENSATION BOARD	Staff presents Compensation Board Report on Audit for the Period January 1, 2002 through June 30, 2004 conducted by the Auditor of Public Accounts.	N/A	Noted.
11.	FY06 BUDGET ALLOCATION PACKAGES	COMPENSATION BOARD	Staff presents final FY06 Budget Allocation Packages.	N/A	Approved.

FOR YOUR INFORMATION
NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #05/10
APRIL 27, 2005**

No Closed Meeting.

1) **MOTION FOR “CLOSED MEETING” by Chairman Frank Drew. (_____ 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

2) **Chairman Frank Drew: 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,**

Frank Drew, Chairman	Yes _____	No _____
Walter J. Kucharski, Member	Yes _____	No _____
Kenneth W. Thorson, Member	Yes _____	No _____

AND

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

Frank Drew, Chairman	Yes _____	No _____
Walter J. Kucharski, Member	Yes _____	No _____
Kenneth W. Thorson, 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 #05/10 APRIL 27, 2005

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WYTHE COUNTY	SHERIFF	<p>4-18-05 FY06 Officer requests additional temporary funding @ \$17,278.50. This is equivalent to position 00023 L12 @ \$46,076 from July 1, 2005 to November 15, 2005. The Special Election will be held on November 15, 2005.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of 24.2-226 and 228 is that position #00023 L12 is not vacant during the period which Position 00023 is acting Sheriff, consequently funds cannot be transferred from this position.</p>	\$17,278.50	Approved at no additional cost to the Compensation Board.
TAZEWELL COUNTY	SHERIFF	<p>4-22-05 Sheriff notified the Comp Board that the jail will be closing 7/1/05 and also addresses court security needs. Office currently has 2 court security officers. Current staffing standards show a need for 7.49 additional court security officers.</p>	-0-	Compensation Board deferred action to the May 25, 2005 meeting pending staff review.

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SOUTHWEST REGIONAL JAIL	SUPERINTENDENT	4-26-Staff requests confirmation of the increased salary amounts per the letter to the Board dated April 7, 2005 and reviewed at the April 8, 2005 Budget Hearing Meeting.	\$106,254	Confirmation; approved as an exception to policy, based upon the specific conditions stated by the officer.

Last Name	Pos Class	Pos Number	Budgeted Salary	Requested Salary	Annual Cost
Noble	SUP14	00001	71,026	80,000	10,011
Reynolds	R C12	00189	45,593	74,392	32,128
Clear	R C12	00249	39,017	65,840	29,924
Pilkenton	R C11	00219	45,312	43,496	-2,026
Billiter	R C11	00277	39,017	43,496	4,997
Lambert	R C11	00268	46,618	49,836	3,590
Yates	R C10	00218	32,655	34,053	1,560
Elliott	R C10	00159	33,389	37,223	4,277
Fore	R C10	00226	36,499	39,897	3,791
Hembree	R C9	00267	33,389	41,711	9,284
Lafferty	PTRT	00257	17,000	23,734	7,512
Baker	PTRT	00258	19,297	23,734	4,949
Edwards	PTRT	00163	27,089	23,734	-3,743
					106,254

304-05-09: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SOUTHWEST REGIONAL JAIL	SUPERINTENDENT	4-26-05 Total annual cost to provide these adjustments to salary, within policy, for the new regional jail facility is a total of \$120,391.00, with a pro-rated cost of \$21,178.61.	\$120,391	Approved as an exception to policy, based upon the specific conditions stated by the officer. This action allows for corrections officers to maintain their current salaries upon employment at the Regional Jail.

Old Pos Class	New Pos Class	Pos Number	Budgeted Salary	Requested Salary	Annual Cost
RC7	RC8	129	25,004	33,389	8,385
RC7	RC8	128	25,004	46,618	21,614
RC7	RC8	127	25,004	36,499	11,495
RC7	RC8	126	25,004	39,017	14,013
RC7	RC8	125	25,004	33,389	8,385
RC7	RC8	124	25,004	32,655	7,651
RC7	RC8	123	25,004	45,593	20,589
RC7	RC8	122	25,004	39,017	14,013
RPCLS	RPCLS	136	16,380	17,000	620
RPMED	RPMED	148	16,380	19,297	2,917
RPCLS	RPMED	147	16,380	27,089	10,709
					120,391

320-05-09: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMONWEALTH'S ATTORNEY	Officers request reimbursement for the purchase of the 1100 Contivity boxes as part of the VSP's upgrade of the VCIN network. Cost is \$975 each per VSP.	\$27,218.89 (Stressed Cost)	Approved per the Compensation Board's FY05 Budget Priorities and Policies, as amended December 15, 2004. Any amounts approved will be reimbursed at the stressed cost amounts shown below. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

<u>FIPS</u>	<u>LOCALITY</u>	<u>APPROVED BY VSP</u>	<u>COST \$975 (STRESSED)</u>	<u>AVAILABLE STRESSED TO/VS</u>	<u>ADDITIONAL FUNDING REQUESTED</u>	<u>CB APPROVED FUND TRANSFER</u>	<u>CB APPROVED ADDITIONAL FUNDING</u>
005	Allegheny	Y	787.41	0.00	787.41	0.00	787.41
009	Amherst	Y	708.92	0.00	708.92	0.00	708.92
015	Augusta	Y	643.21	338.00	305.21	338.00	305.21
111	Lunenburg	Y	755.92	0.00	755.92	0.00	755.92
113	Madison	Y	644.09	0.00	644.09	0.00	644.09
121	Montgomery	Y	702.39	0.00	702.39	0.00	702.39
155	Pulaski	Y	745.19	0.00	745.19	0.00	745.19
183	Sussex	Y	835.19	0.00	835.19	0.00	835.19
191	Washington	Y	689.52	195.02	494.50	195.02	494.50
193	Westmoreland	Y	704.63	0.00	704.63	0.00	704.63
670	Hopewell	Y	899.73	899.73	0.00	899.73	0.00
750	Radford	Y	808.76	0.00	808.76	0.00	808.76
TOTALS			28,651.64	1,432.75	27,218.89	1,432.75	27,218.89

734-05-09: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMISSIONER OF THE REVENUE	In response to the notification of funds reappropriated by the Governor for equipment, Commissioners of the Revenue request reimbursement for equipment purchased or to be purchased in FY05.	\$4,281	Approved per the Compensation Board's FY05 Budget Priorities and Policies, as amended December 15, 2004. Any amounts approved will be reimbursed at the stressed cost amounts shown below. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

Fips	Locality	Qty	Description	Unit Requested Cost	Total Requested Cost	Per Policy Unit Cost	Total Cost Approved	Unit Stressed Cost (SNIP)	State's Total Stressed Portion	Locality App Y/N
49	Cumberland	1	PC	1474	1474	1200	1200	920	307	N/A
	Cumberland Total						1200	920	307	
69	Frederick	5	PC	1100	5500	1100	5500	709	1181	YES
	Frederick Total						5500	709	1181	
105	Lee	1	Copier	10000	10000	4000	4000	3183	1061	YES
	Lee Total						4000	3183	1061	
197	Wythe	2	PC's	1200	2400	1200	2400	945	630	YES
197	Wythe	1	Printer	200	200	200	200	158	53	YES
197	Wythe	1	Server	4000	4000	4000	4000	3150	1050	YES
	Wythe Total						6600	4253	1733	
	Grand Total						17300	9064	4281	

732-05-09: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	TREASURER	In response to the notification of funds reappropriated by the Governor for equipment, Treasurers request reimbursement for equipment purchased or to be purchased in FY05.	\$2,225	Approved per the Compensation Board's FY05 Budget Priorities and Policies, as amended December 15, 2004. Any amounts approved will be reimbursed at the stressed cost amounts shown below. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

Fips	Locality	Qty	Description	Unit Requested Cost	Total Requested Cost	Per Policy Unit Cost	Total Cost Approved	Unit Stressed Cost (SNIP)	State's Total Stressed Portion	Locality App Y/N
179	Stafford	9	Computer	1608	14472	1200	10800	695	2084	Y
179	Stafford	2	Printer	367	734	367	734	212	142	Y
	Stafford Total						11534	907	2225	
	Grand Total						11534	907	2225	

321-05-09: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
YORK / POQUOSON	CIRCUIT COURT CLERK	3-23-05 & 4-21-05 Officer requests transfer of \$586.00 from available TTF SERVICES balance (\$23,746.78) to EQUIPMENT balance (\$22.28) in order to replace UPS for server and purchase 2 Radix Cards for Land Records scanning and indexing.	-0-	The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.1-279, <u>Code of Virginia</u> .
ROCKBRIDGE COUNTY	CIRCUIT COURT CLERK	4-25-05 Officer requests transfer of \$20,380.00 from TTF EQUIPMENT balance (\$20,380.00) into SERVICES balance (\$4,400.00) to purchase services for scanning plats, software, and view station (Vendor: C.W. Warthen Co.).	-0-	The Compensation Board approved your request to expend previously budgeted TTF funding on alternative TTF expenditures based on the criteria set out in §17.1-279, <u>Code of Virginia</u> .

OTHER MATTERS

NONE.

FOR YOUR INFORMATION

NONE.

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