

COMPENSATION BOARD DOCKET #05/11 MAY 25, 2005

EMPLOYEE RECOGNITION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROCKBRIDGE COUNTY/ LEXINGTON CITY	COMMONWEALTH'S ATTORNEY	5-5-05 Letter of appreciation from Robert N. Joyce, Jr., Commonwealth's Attorney, Rockbridge County/Lexington City, to Bruce Haynes, Executive Secretary, and Paige Curtis, Senior Fiscal Technician regarding FY06 budget.	N/A	Noted.
ARLINGTON COUNTY	LOCAL GOVERNMENT	5-11-05 Email from Chip Everling, Arlington County, regarding Kari Bullock, Senior Fiscal Technician: " Good morning, Bruce. I am e-mailing you today to let you know that one of your staff, Ms. Kari Bullock, was especially helpful to us in gaining an understanding the application of § 15.2-1609.2F and § 15.2-1627.1B, the "Ninety Percent Rule." She patiently explained the issue to me on the telephone and also responded to my follow-up e-mail. Kudos to her and you. Thanks"	N/A	Noted.
DANVILLE CITY	COMMISSIONER OF THE REVENUE	5-13-05 Email from James Gillie, Danville City Commissioner of the Revenue, regarding Pamela Bradley, Training and Development Coordinator: "Bruce, I just wanted to sent you a note and tell you how impressed I am with Pamela Bradley, we finally met last week at deputy training and she was about as organized as a person could be, like she had been doing this for years. I appreciated, like I'm sure everyone did, her attention to detail and her professionalism. I look forward to working with her in the future on our education projects."	N/A	Noted.

304-05-11: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND COUNTY	SHERIFF	<p>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. Office is in excess for LE positions at .8 and is due .51 of a CS position for a net need of .29. Percent of need is 3.07% statewide, a total of 164 CS positions are due based upon staffing standards.</p> <p>AT THEIR APRIL 27, 2005 MEETING, THE COMPENSATION BOARD DEFERRED ACTION ON THIS REQUEST PENDING ADDITIONAL STAFF RESEARCH.</p>	\$25,004	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.

304-05-11: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
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> <p>AT THEIR APRIL 27, 2005 MEETING, THE COMPENSATION BOARD DEFERRED ACTION ON THIS REQUEST PENDING STAFF REVIEW.</p>	-0-	<p>Upon notification from the Southwest Regional Jail (SWRJ) of the date that the Tazewell jail facility will be operated by the SWRJ, the Compensation Board anticipates taking the following action:</p> <ul style="list-style-type: none"> • abolish 29 CO positions in Tazewell Sheriff's Office • establish 30 CO positions in SWRJ • abolish 11 EC positions in Tazewell Sheriff's Office • reclass 5 EC positions in Tazewell Sheriff's Office to CS • abolish 2 PMED positions in Tazewell Sheriff's Office • establish 2 PMED positions in SWRJ • abolish 2 CK positions in Tazewell Sheriff's Office • establish 2 CK positions in SWRJ • abolish 1 LT position in Tazewell Sheriff's Office • establish 1 LT position in SWRJ <p>Upon receipt of a request from the SWRJ and Compensation Board action, the May 1, 2005 approved budgets for both the Tazewell Sheriff's Office and the SWRJ will be amended accordingly.</p>

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
AMHERST COUNTY	SHERIFF	<p>4-29-05 Officer requests additional EC-7 position due to overcrowding in the jail. DOC capacity is 50; ADP Feb 04 – Jan 05 was 84.97 (69.94% above capacity). Jail has 20 correctional officers (18 C's and 2 EC's) and is due 23.7 correctional officers. Officer made no request in the annual budget submission.</p> <p>ADP Feb was 80.11, March 87.32, April 76.80. The three most recent months' average ADP is 81.41. Cost \$27,894.47.</p>	\$27,894.47	Compensation Board deferred action on this request to the July 20, 2005 meeting and asked staff to provide updated ADP data at that time.
APPOMATTOX COUNTY	SHERIFF	5-4-05 Officer requests reconsideration of reallocation policy. If a vacancy were to occur, the vacant position would not be filled and we would not meet the staffing requirements set forth in the most recent report produced by the Weldon Cooper Center for public safety.	-0-	Approved as an exception to policy as office is not in excess of staffing standards when LE and CS staffing is viewed separately.
ESSEX COUNTY	SHERIFF	5-4-05 Officer requests emergency temporary funding of \$1,500.00 for FY05. This is due to the training of a new communications officer; the full time communications officer was out for four weeks due to foot surgery and a full time road officer out for the month of May for surgery. The break down for the \$1,500.00 is \$800.00 for the road deputy for 90 hours and \$700.00 for the dispatcher for 84 hours. For FY05, Essex has no turnover, vacancy savings, temporary salaries or office expense. The employees are out on sick leave and are still on the Compensation Board payroll.	\$1,500	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.
WINCHESTER CITY	SHERIFF	5-4-05 Officer requests to transfer funds from vacant ADMSS position #4 for remainder of fiscal year 05 to temporary salaries effective May 1, 2005. Yearly budgeted amount is \$33,524. Requesting transfer of \$5,587.33. Funds will be used in May 05 payroll.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PITTSYLVANIA COUNTY	SHERIFF	5-5-05 Officer requests reconsideration of reallocation policy. While the office is in excess of staffing standards for court services/law enforcement (1.21), the jail is 287% above capacity and is due additional jail support staff based upon Compensation Board staffing standards (1 cook and .57 of a medical/treatment/classification positions).	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.
MARTINSVILLE CITY	SHERIFF	5-5-05 Officer requests reconsideration of reallocation policy. Due to 2 judges retiring and a tragic personal event occurring in another judge's life, court days were dramatically reduced as cases were rescheduled due to these events. Workload data was reduced approximately 1304 hours which is close to the 1750 hours used to justify a full time position. If these hours were added to the CY04 total hours, it would justify the 5.3 positions which is compatible to CY03 figures and the six full time positions currently at this location. Barring any unforeseen events, CY05 numbers will again justify these same positions. Officer states the inability to fill vacant positions would be detrimental to the overall function of the office.	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.
DANVILLE CITY	SHERIFF	5-6-05 Officer requests to purchase two (2) Livescans at a cost of \$32,164.42 (stress \$28,156.73). One Livescan is located at the jail and one is located at the police station. Per Compensation Board policy, one (1) new Livescan equipment per office would be approved at a cost of \$16,082.21 (stress \$14,078.37). Officer understands funds would need to be used during May 05 payroll.	\$14,078.37	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 2005 payroll reimbursement request will not be available for expenditure in June 2005 or in FY06.

304-05-11: 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	5-13-05 Officer requests to purchase three (3) laptop computers costing \$6,600.00 (stressed \$5,194.86) with vacancy savings. \$13,341.74 is available in vacancy savings.	-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 amount of \$5,194.86. 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.
BEDFORD COUNTY	SHERIFF	5-16-05 Officer requests reconsideration of reallocation policy. Sheriff cites county growth rate and workload, call-up of deputies for military duty and loss of DCJS grant. Note: This is a "rounding" issue. Office has 42 LE deputies but is due 41.13. Office has 12 CS deputies and is due 11.82. Office is not in excess of staffing standards separately in either area, but is in excess when combined.	-0-	Approved as an exception to policy as office is not in excess of staffing standards when LE and CS staffing is viewed separately.
SCOTT COUNTY	SHERIFF	5-17-05 Officer requests to increase the salary of pos 16 ADMSS from \$26,836 to \$34,568. This is due to pos 42, LT2 being transferred to Southwest Regional Jail. The LIDS Tech salary was \$34,568. Officer requests to transfer this person to the ADMSS @ \$34,568. The turnover available is only \$1,582.00. It would create a great hardship if the increase is not available. Incumbent of position 42 (LIDS Tech) Carter did not transfer to regional jail when position was abolished. Salary was \$34,568. Incumbent was placed in position 16, ADMSS, budgeted at \$26,836. Officer requests additional funding of \$6,150. (Office has \$1,582 in turnover)	\$6,150	Compensation Board approved as an exception to policy based upon the closing of the jail and equity of maintaining the incumbent's salary.

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NEW RIVER VALLEY REGIONAL JAIL	SUPERINTENDENT	5-17-05 Officer requests to transfer Vacancy Savings to Equipment.	-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.

FIPS	Locality	Fund Transfer Request	Equipment Requested	Qty	Amount Requested	Per Policy Cost	Total Cost	Stressed Cost
480	New River Valley	9955.62	Catalyst 3750	1	856.62	856.62	856.62	710.57
480	New River Valley		Catalyst 2950-12	1	1,764.00	1,764.00	1,764.00	1,463.24
480	New River Valley		Catalyst 2950-24	3	5,751.00	1,917.00	5,751.00	4,770.45
480	New River Valley		Cisco 1000BSX	4	1,584.00	396.00	1,584.00	1,313.93
480 Total					9,955.62		9,955.62	8,258.19
Grand Total					9,955.62		9,955.62	8,258.19

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF	5-17-05 Officer requests to transfer Turnover Funds to Base Office Expense or Base Temporary Salaries.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM Category	TO Base Office/Temp Category	AMOUNT Requested	FY05 Prorated
1	Accomack Co.	5/4/2005	Turnover	TEMPORARY SALARIES	91	15.17
19	Bedford Co.	5/17/2005	Turnover	TEMPORARY SALARIES	13,850	2,308.33
31	Campbell Co.	4/29/2005	Turnover	TEMPORARY SALARIES	30,957	5,159.50
31	Campbell Co.	4/29/2005	Turnover	OFFICE EXPENSES	10,500	1,750.00
51	Dickenson Co.	5/18/2005	Turnover	TEMPORARY SALARIES	6,230	1,038.33
67	Franklin Co.	5/4/2005	Turnover	TEMPORARY SALARIES	17,038	2,839.67
71	Giles Co.	5/3/2005	Turnover	TEMPORARY SALARIES	2,311	385.17
109	Louisa Co.	5/18/05	Turnover	TEMPORARY SALARIES	3436	572.67
115	Mathews Co.	4/25/2005	Turnover	TEMPORARY SALARIES	669	111.50
171	Shenandoah Co.	5/10/2005	Turnover	TEMPORARY SALARIES	22,536	3,756.00
177	Spotsylvania Co.	5/5/2005	Turnover	TEMPORARY SALARIES	8,362	1,393.67
187	Warren Co.	5/17/2005	Turnover	TEMPORARY SALARIES	15,035	2,505.83
435	Prince William Manassas RJ	5/17/2005	Turnover	OFFICE EXPENSES	10,792	1,798.67
445	Rockbridge RJ	5/9/2005	Turnover	OFFICE EXPENSES	14,357	2,392.83
450	Rappahannock RJ	5/17/2005	Turnover	OFFICE EXPENSES	8,909	1,484.83
460	Pamunkey RJ	5/18/2005	Turnover	OFFICE EXPENSES	6,346	1,057.67
520	Bristol	5/17/2005	Turnover	TEMPORARY SALARIES	563	93.83
590	Danville	5/17/2005	Turnover	OFFICE EXPENSES	563	93.83
690	Martinsville	5/5/2005	Turnover	TEMPORARY SALARIES	16,392	2,732.00
700	Newport News	5/11/2005	Turnover	TEMPORARY SALARIES	11,964	1,994.00
710	Norfolk	5/18/2005	Turnover	TEMPORARY SALARIES	47,330	7,888.33
720	Norton	5/18/2005	Turnover	OFFICE EXPENSES	565	94.17

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

LOCALITY OFFICER REQUEST TOTAL COST COMPENSATION BOARD ACTION

Continued.

FIPS	LOCALITY	Request Date	FROM Category	TO Base Office/Temp Category	AMOUNT Requested	FY05 Prorated
730	Petersburg	5/18/2005	Turnover	OFFICE EXPENSES	14,815	2,469.17
760	Richmond	5/17/2005	Turnover	OFFICE EXPENSES	28,987	4,831.17
770	Roanoke	5/5/2005	Turnover	OFFICE EXPENSES	40,941	6,823.50
810	Virginia Beach	5/18/2005	Turnover	OFFICE EXPENSES	14,846	2,474.33
TOTAL					348,385	58,064.17

LISTED BELOW

SHERIFF

Officer requests to transfer vacancy savings to Base Office Expense or Base Temporary Salaries.

-0-

Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM Category	TO Office/Temp Category (one-time)	Amount Available	Amount Requested
650	HAMPTON	05/18/05	VAC SAV	Office Expense	\$ 364,198.65	\$ 364,198.65
710	NORFOLK	05/18/05	VAC SAV	Temp Salaries	\$ 99,874.00	\$ 99,874.00
760	RICHMOND CITY	05/17/05	VAC SAV	Office Expense	\$ 393,687.33	\$ 393,687.33
	TOTAL				\$ 857,759.98	\$ 857,759.98

320-05-11: 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	In response to the notification of funds re-appropriated by the Governor for equipment; the following Officers request early funding in FY05 for all or some of equipment requested for FY06. Localities have agreed to fund the fiscal stress factors as indicated.	\$26,010 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.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
011	Appomatox	PC	2	600	1,200	2	600	1,200	862.32
011	Appomatox	Printer	1	199	199	2	199	398	286.00
011	Appomatox	Monitor	1	250	250	1	250	250	179.65
011 Total								1,848	1,327.97
027	Buchanan	PC's	3	1,449	4,347	3	1,200	3,600	3,032.64
027	Buchanan	File Server	1	4,500	4,500	1	4,500	4,500	3,790.80
027	Buchanan	Copier	1	4,000	4,000	1	4,000	4,000	3,369.60
027	Buchanan	Printer	1	1,500	1,500	1	1,500	1,500	1,263.60
027	Buchanan	Fax Machine	1	1,000	1,000	1	1,000	1,000	842.40
027	Buchanan	Digital Projector	1	1,899	1,899	1	1,899	1,899	1,599.72
027	Buchanan	Scanner	1	500	500	1	500	500	421.20
027	Buchanan	Shredder	1	700	700	1	700	700	589.68
027	Buchanan	Postage Scale	1	1,100	1,100	1	1,100	1,100	926.64
027 Total								18,799	15,836.28
063	Floyd	PC	1	1,800	1,800	1	1,200	1,200	840.84
063 Total								1,200	840.84
115	Mathews	PC	1	1,600	1,600	1	1,200	1,200	808.80
115	Mathews	Printer	1	800	800	1	800	800	539.20
115 Total								2,000	1,348.00

320-05-11: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

LOCALITY OFFICER REQUEST TOTAL COST COMPENSATION BOARD ACTION

Continued.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
161	Roanoke	Laptops	2	2,750	5,500	2	2,200	4,400	2,931.72
161	Roanoke	Projector	1	1,700	1,700	1	1,700	1,700	1,132.71
161 Total								6,100	4,064.43
191	Washington	Printer	2	500	1,000	2	500	1,000	707.20
191 Total								1,000	707.20
197	Wythe	PC's	3	798	2,394	3	798	2,394	1,885.51
197 Total								2,394	1,885.51
Grand Total								33,341	26,010.23

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.

\$1,959.46
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.

FIPS	LOCALITY	APPROVED BY VSP	COST \$975 (STRESSED)	AVAILABLE STRESSED TO/VS	ADDITIONAL FUNDING REQUESTED	CB APPROVED FUND TRANSFER	CB APPROVED ADDITIONAL FUNDING
019	Bedford	Y	622.15	0.00	622.15	0.00	622.15
057	Essex	Y	668.66	0.00	668.66	0.00	668.66
171	Shenandoah	Y	668.66		668.66	0.00	668.66
TOTALS			1,959.46	1,432.75	1,959.46	1,432.75	1,959.46

320-05-11: 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	FY05 The following officer requests to transfer Turnover Funds to the categories listed.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
019	Bedford	5/12/05	Turnover	Base Temp	2,065		2,065
	TOTAL				2,065	0	2,065

LISTED BELOW	COMMONWEALTH'S ATTORNEY	FY06 The following officer requests to transfer Restoration Funds to the categories listed.	-0-	Approved per Compensation Board memo of May 5, 2005 to all Commonwealth's Attorneys.
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FIPS	LOCALITY	Request Date	FROM	TO Category	AMOUNT
027	Buchanan	5/25/05	Office Expense	Temporary	3,050
051	Dickenson	5/11/05	Office Expense	Perm Salary	3,586
530	Buena Vista	5/11/05	Office Expense	Perm Salary	1,496
570	Colonial Heights	5/16/05	Office Expense	Temporary	3,280
	TOTAL				11,412

SMYTH COUNTY	COMMONWEALTH'S ATTORNEY	5-4-2005 FY06 Officer requests additional Part-Time or Full-Time Secretary, Administrative Assistant or Paralegal positions, based on FY06 Staffing Standards. Per FY06 Staffing Standards, Officer is due 1 additional Paralegal position. Officer made no request for additional support staff positions on the FY06 budget submission.	\$63,030 Fulltime for 3 positions	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. Per the Compensation Board's staffing standards (adopted October 24, 2000), all requests for additional positions must be submitted as part of the Compensation Board's annual budget request process in January of each year. Any request you make in January 2006 will be considered by the Compensation Board.
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320-05-11: 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	FY05 The following Officer requests to transfer Office Expense Funds to position #2 for new hire. This is not a salary restoration transfer.	-0-	The Compensation Board approved a transfer of \$1,662 (prorated \$139) from base office expense to effect the salary action requested by the officer 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.

FIPS	LOCALITY	Request Date	FROM	TO POSITION	AMOUNT	PRO-RATED
090	Henrico	5/17/05	Office Expense	00002	1,662	139
	TOTAL				1,662	139

LISTED BELOW	COMMONWEALTH'S ATTORNEY	FY05 The following officers request to transfer Vacancy Savings to the categories listed.	-0-	Approved per Compensation Board memo of May 5, 2005 to all Commonwealth's Attorneys.
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FIPS	LOCALITY	Request Date	FROM	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
029	Buckingham	5/18/05	Vacancy Savings	Office Exp.	20,356	20,356	0
710	Norfolk	5/18/05	Vacancy Savings	Office Exp.	25,803	25,803	0
	TOTAL				46,158	46,158	0

734-05-11: 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 request reimbursement for equipment purchased or to be purchased in FY05.	\$925	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
27	Buchanan	1	PC	3270	3270	1200	1200	1011	337	Y
	Buchanan Total					1200	1200	1011	337	
49	Cumberland	1	PC	1475	1475	1200	1200	920	307	Y
49	Cumberland	1	Printer	1100	1100	1100	1100	843	281	Y
	Cumberland Total					2300	2300	1763	588	
	Grand Total					3500	3500	2774	925	

732-05-11: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
AMELIA COUNTY	TREASURER	FY06 Request to transfer funds budgeted to position 00003 @ \$5489 to temporary funds effective July 1, 2005.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM	TO	Category	AMOUNT	Annual One-Time Transfer Approval
007	Amelia	7/1/05	00003		Temp	5,489	5,489
	TOTAL					5,489	5,489

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.	\$705	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.
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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
121	Montgomery	2	PC	916	1832	916	1832	660	440	Y
	Montgomery Total					916	1832	660	440	
133	Northumberland	1	PC	1600	1200	1200	1200	796	265	Y
	Northumberland Total					1200	1200	796	265	
	Grand Total					2116	3032	1456	705	

321-05-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>			
PRINCE EDWARD COUNTY	CIRCUIT COURT CLERK	The following officer requests to transfer Turnover Funds to the categories listed.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.			
FIPS	LOCALITY	Request Date	FROM Position	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
147	Prince Edward	4/26/05	00003	Temporary	447	0	447
	TOTAL				447	0	447
YORK COUNTY/ CITY OF POQUOSON	CIRCUIT COURT CLERK	4-26-05 Officer requests transfer of TTF funds \$5,000.00 from SERVICES to EQUIPMENT for 3 flat panel monitors and switch and parts to view indices and images of land records.	-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> .			
WARREN COUNTY	CIRCUIT COURT CLERK	5-6-05 Officer requests transfer of TTF funds, \$3,941.01, from SERVICES to EQUIPMENT for the purchase of a plat cabinet for oversized plats. §17.1-279, <u>Code of Virginia</u> , allows use of TTF funds for purpose of preserving, maintaining, and enhancing court records (Biv).	-0-	Not approved. §15.2-1656, <u>Code of Virginia</u> , places the responsibility for providing office furniture and supplies for Clerks on the governing body.			
BEDFORD COUNTY	CIRCUIT COURT CLERK	5-10-05 Officer requests transfer of TTF funds \$20,096.36 from SERVICES budget to EQUIPMENT budget for upgrades to public view station for land records.	-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> .			
CITY OF NEWPORT NEWS	CIRCUIT COURT CLERK	5-10-05 Officer requests transfer of TTF funds \$474.96 from SERVICES budget to EQUIPMENT budget for title search technology.	-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> .			
TECHNOLOGY TRUST FUND	CIRCUIT COURT CLERKS	5-25-05 Compensation Board delegated authority to the Executive Secretary to transfer Technology Trust Funds between equipment and services at no additional expense to the Compensation Board.	N/A	Approved.			

321-05-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BUCKINGHAM COUNTY	CIRCUIT COURT CLERK	5-12-05 Officer requests transfer of TTF funds \$1,056.51 from EQUIPMENT to SERVICES for total of \$3,631.05 in SERVICES budget for maintenance and general services (Vendor: ILS).	-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, Code of Virginia .
RICHMOND CITY	CIRCUIT COURT CLERK	5-16-05 Officer requests transfer of TTF funds \$30,598.07 from EQUIPMENT to SERVICES for RMS/RIS services (Vendors: Cott and SCV).	-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, Code of Virginia .
HANOVER COUNTY	CIRCUIT COURT CLERK	5-17-05 Officer requests transfer of TTF funds \$5,000.00 from EQUIPMENT to SERVICES for emergency services and load profiles (Vendor: AmCad).	-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, Code of Virginia .
CUMBERLAND COUNTY	CIRCUIT COURT CLERK	5-17-05 Officer requests transfer of TTF funds \$2,064.99 from EQUIPMENT to SERVICES for total of \$8,033.33 in SERVICES budget for SRA hosting services (Vendor: ILS).	-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, Code of Virginia .
APPOMATTOX COUNTY	CIRCUIT COURT CLERK	5-17-05 Officer requests transfer of TTF funds \$3,223.29 from EQUIPMENT to SERVICES for total of \$6,109.70 in SERVICES budget for SRA hosting services (Vendor: ILS).	-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, Code of Virginia .

321-05-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	CIRCUIT COURT CLERK	The following officers request to transfer Turnover Funds to the categories listed.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM Position	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
147	Prince Edward	4/26/05	00003	Temporary	447		447
650	Hampton City	5/17/05	Turnover	Office Exp.	4,234		4,234
	TOTAL				4,681	0	4,681

LISTED BELOW	CIRCUIT COURT CLERK	The following officer requests to transfer Office Expense Funds to provide an internal alignment salary adjustment per Compensation Board policy.	-0-	The Compensation Board approved a transfer of \$1,390 from base office expense to effect the salary action requested by the officer 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	5/17/05	Office Exp	pos. 2	1,390	1390	115.83
	TOTAL				1,390	1390	115.83

321-05-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	CIRCUIT COURT CLERK	The following officers request an exception to the implementation date for the proposed change in reimbursement policy.	-0-	Compensation Board approved, as an exception to policy, the request from the Southampton Clerk; all Compensation Board reimbursements for the Clerk's office will be provided to Southampton County after July 1, 2006.

Compensation Board did not approve requests from the Clerks of King George, Clarke, Danville and Virginia Beach to be exempt from the Compensation Board policy to provide reimbursement checks to the city/county. Unless an Attorney General's opinion requested by the King George Clerk advises to the contrary, all Compensation Board reimbursements for Clerks' expenses will be sent to localities effective with the July 2005 reimbursement, to be paid on or about the first week of August.

FIPS	LOCALITY	Locality to Receive Payments	Justification for Exception
043	Clarke	No date provided	None Provided
099	King George	Pending OAG Opinion	Changes will exacerbate the problems associated with staffing shortages.
175	Southampton	7/1/2006	None Provided
590	Danville	No date provided	This will put undue hardship on office and locality.
810	Va Beach	No date provided	None Provided

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 #05/10	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, September 21, 2005 and Wednesday, October 19, 2005.	N/A	Approved.
6.	CONTINUITY OF OPERATIONS PLAN (COOP)	COMPENSATION BOARD	Staff presents report on annual COOP exercise.	N/A	Noted.
7.	CAREER PROSECUTOR PROGRAM	COMMONWEALTH'S ATTORNEYS	Compensation Board may wish to amend the Career Prosecutor Program to add an audit plan similar to those in place for the Master Deputy Commissioner and Treasurers programs. The VACA Board has reviewed the draft and has appointed an audit committee.	N/A	Approved.
8.	MASTER DEPUTY AUDIT PROGRAM	SHERIFFS	Compensation Board may wish to amend the Sheriffs' Master Deputy Program to add an audit plan similar to those in place for the Master Deputy Commissioner of the Revenue and Treasurers' program. Virginia Sheriffs' Association Executive Director has reviewed the draft.	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>
9. EMERGENCY MEDICAL REQUESTS	SHERIFFS/JAILS	Staff presents emergency medical requests for reimbursement.	\$60,503.84 (recommended for approval \$49,620.65)	Compensation Board approved staff recommendations.

Facility Name	Inmate Name	Date(s) of medical services	State Responsible	Bonus Start Date (date became state responsible)	Amount Requested	Amount Recommended for Approval	CB Staff Recommended Action Approve/Do not approve
New River Valley Regional Jail	David W. Via	09/20/04-09/29/04	Yes	08/17/04	21,986.50	21,986.50	Approve.
Riverside Regional Jail	Lisa Hunt	08/19/04	Yes	09/15/04	308.60	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Donald Raines	09/08/04	Yes	11/07/04	77.75	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Rita Washington	09/10/04-10/12/04	Yes	10/28/04	1,852.13	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Darryl Green	09/08/04-09/10/04	Yes	11/09/04	7,495.46	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Frances Hanley	10/04/04	Yes	08/16/04	491.34	491.34	Approve.
Riverside Regional Jail	John Cook	11/16/04	Yes	12/15/04	320.00	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Richard Fulghum	10/24/03	Yes	10/15/03	118.75	118.75	Approve.
Riverside Regional Jail	Lawnary Taylor	11/24/04-12/01/04	Yes	05/30/04	8,457.44	8,457.44	Approve.
Riverside Regional Jail	Tyrone Thilbodeaux	10/01/04	Yes	10/19/04	405.50	0	Do not approve; expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Roy Smith	09/20/04-10/12/04	Yes	01/23/05	423.75	0	Do not approve; expenses incurred prior to becoming state responsible.
Prince William-Manassas Regional	Kevin L. Curtis	11/09/04-12/30/04	Yes	10/20/04	7,516.88	7,516.88	Approve.
Prince William-Manassas Regional	Jasbert C. Fitchett	10/16/03-11/06/03	Yes	07/09/03	1,782.98	1,782.98	Approve.
Prince William-Manassas Regional	David A. Bobo	10/18/04-02/04/05	Yes	06/27/04	9,266.76	9,266.76	Approve.
TOTALS					60,503.84	49,620.65	

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
10. TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	<p>Collections: FY05 year to date collections total \$10,167,559.77, a 42.61% increase the same period in FY04.</p> <p>Projections: Based on current collections, FY05 TTF collections would be approximately \$12.2 million, an increase or 43.34% over FY04 collections. (NOTE: The TTF fee was increased from \$3 to \$5 effective July 1, 2004. If recordings remained at FY04 levels then FY05 collections would be approximately 66.7% more than FY04 or approximately \$14.2 million. However, year-to-date recordings appear to be less than FY04.)</p> <p>Expenditures: FY05 year-to-date TTF expenditures total \$3,057,148.77, which is 56.77% of budgeted TTF funds.</p>	N/A	Noted.

FOR YOUR INFORMATION
NONE.

CLOSED MEETING
COMPENSATION BOARD DOCKET #05/11
MAY 25, 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 #05/11
MAY 25, 2005**

304-05-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GLOUCESTER COUNTY	SHERIFF	5-5-05 Officer requests reconsideration of reallocation policy. Total subpoenas served was incorrect. Workload indicated 6,652 subpoenas served during 2004; when in fact, it was 9,718 served. With correct data, office is due .40 of a CS position, is in excess of LE by .50 for a net of .10; office is no longer in excess by a full position. Data has been corrected.	-0-	Approved as an exception to policy based upon the submission of corrected data.

LISTED BELOW	SHERIFF/ SUPERINTENDENT	5-20-05 Officer requests to transfer Turnover Funds to Base Office Expense or Base Temporary Salaries.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.
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FIPS	LOCALITY	Request Date	FROM Category	TO Base Office/Temp Category	AMOUNT Requested	FY05 Prorated
550	Chesapeake	5/20/2005	Turnover	TEMPORARY SALARIES	52,113	8,685.50
475	Hampton Roads RJ	5/20/2005	Turnover	OFFICE EXPENSES	7,325	1,220.83
TOTAL					59,438	9,960.33

FAIRFAX COUNTY	SHERIFF	5-25-05 Officer requests to transfer \$33,595 from Turnover Funds to Base Temporary Salaries.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.
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304-05-11: 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	5-17-05 Positions in local jail facilities that are closing were maintained by the Sheriff and reclassified to Court Services, resulting in incumbents from local facilities going into new positions at Southwest VA Regional Jail. New positions in the regional jail are budgeted at entry level, and requests are to bring incumbents of former local jail positions into the regional jail at their current salaries. Total annual cost to provide these adjustments to salary, within policy, for the new regional jail facility is a total cost of \$84,429.00 for FY06, with a pro-rated cost of \$14,607.39 for FY05.	\$14,607.39	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

Pos Class	Name	Pos Number	Budgeted Salary	Requested Salary	Annual Cost	Pro-Rated Cost
RC7 Recl to RC8	Meade	99	25,004	31,234	6,230	1,038.33
RC7 Recl to RC8	Thacker	101	25,004	32,655	7,651	1,275.17
RPCLS	Thompson	132	16,380	17,000	620	75.15
RC7 Recl to RC8	Hicks	149	25,004	35,694	10,690	1,781.67
RCKA	Blevins	178	20,094	18,661	-1,433	-173.70
RC9	Williams, R	216	31,073	32,655	1,582	191.76
RC8	Atwell	225	27,332	44,589	17,257	3,629.45
RC8	Vencille	228	27,332	27,946	614	129.13
RC8	Worley	229	27,332	32,655	5,323	1,119.52
RC9	Austin	266	31,936	54,476	22,540	2,732.12
RC9	Warner	276	31,234	44,589	13,355	2,808.79
TOTAL					84,429	14,607.39

320-05-11: 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.	\$262.43 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.

FIPS	LOCALITY	APPROVED BY VSP	COST \$975 (STRESSED)	AVAILABLE STRESSED TO/VS	ADDITIONAL FUNDING REQUESTED	CB APPROVED FUND TRANSFER	CB APPROVED ADDITIONAL FUNDING
095	James City	Y	564.62	564.62	0.00	564.62	0.00
163	Rockbridge	Y	671.58	409.15	262.43	409.15	262.43
TOTALS			1,236.20	973.77	262.43	973.77	262.43

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMONWEALTH'S ATTORNEY	In response to the notification of funds re-appropriated by the Governor for equipment; the following Officers request early funding in FY05 for all or some of equipment requested for FY06. Localities have agreed to fund the fiscal stress factors as indicated.	\$1,221 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.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
680	Lynchburg	Calculators	14	100	1,400	14	100	1,400	1,220.94

320-05-11: 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	5-24-2005 Officers request to use unexpended equipment funds to purchase the following:	-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.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
105	Lee	Printer	1	1,500	1,500	1	1,500	1,500	1,193.55
105	Lee	Monitor	1	300	300	1	300	300	261.63
105 Total								1,800	1,455.18
183	Sussex	Laptop	1	2,200	2,200	1	2,200	2,200	1,884.52
183 Total								2,200	1,884.52
Grand Total								4,000	3,339.70

DANVILLE CITY	COMMONWEALTH'S ATTORNEY	The following officers request to transfer Office Expense Funds to the categories listed.	-0-	The Compensation Board approved a transfer of \$5,670 from base office expense to effect the salary action requested by the officer 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	TO POSITION	AMOUNT	PRO-RATED
590	Danville City	5/10/05	Office Expense	00009	5,670	5,670
	TOTAL				5,670	5,670

734-05-11: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SMYTH COUNTY	COMMISSIONER OF THE REVENUE	5-20-05 Officer requests to transfer the balance of vacancy savings of position 00001 for the remainder of FY05 @ \$2887.18 to Temporary Funds.	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM	TO Category	AMOUNT	Annual One-Time Transfer Approved
173	Smyth	5/20/05	Vacancy	Temp	2,887	2,887
TOTAL					2,887	

732-05-11: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SPOTSYLVANIA COUNTY	TREASURER	The workload correction submitted on March docket reflected incorrect data. Comp Board staff submits corrected workload request. Treasurers' Audit Committee chairman concurs with the correction.	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies.

Approved on March Docket

Previous Years Submitted

Line	Description	CY02	CY03
8	Personal Property Items	380,129	393,100

Correction to Previous Years

Line	Description	CY02	CY03
8	Personal Property Items	529,909	557,878

Corrections Requested

Previous Years Submitted

Line	Description	CY02	CY03
8	Personal Property Items	147,999	156,396

Correction to Previous Years

Line	Description	CY02	CY03
8	Personal Property Items	149,780	164,778

321-05-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHARLES CITY COUNTY	CIRCUIT COURT CLERK	Acting Officer requests additional Temporary Funding @ \$5,073.00. This is equivalent to position #2 DII @ \$30,438 from May 2, 2005 to June 30, 2005. The Special Election will be held on August 9, 2005. 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 #2 DCII is not vacant during the period in which I am the Acting Clerk, consequently funds cannot be transferred from this position.	-0-	Approved at no additional cost to the Compensation Board.
LISTED BELOW	CIRCUIT COURT CLERK	The following officers request to transfer Turnover Funds to the categories listed	-0-	Approved per the Compensation Board's May 1, 2004 Budget Priorities and Policies as amended December 15, 2004.

FIPS	LOCALITY	Request Date	FROM Position	TO Category	AMOUNT	Annual One Time Transfer Approved	Transfer Approved in Base
069	Frederick	5-24-05	Turnover	Temporary	3,141		3,141
	TOTAL				3,141	0	3,141

OTHER MATTERS

1.	CUSTOMER SERVICE SURVEY	COMPENSATION BOARD	Staff presents Customer Service Survey FY05 Workplan.	N/A	Approved.
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FOR YOUR INFORMATION NONE.

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