

COMPENSATION BOARD DOCKET #04/01 JULY 23, 2003

304-04-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FAIRFAX COUNTY	SHERIFF	6/19/03 – OFFICER REQUESTS RECONSIDERATION OF POSITION REALLOCATION POLICY. OFFICER CITES INCORRECT WORKLOAD DATA REPORTED – CIRCUIT COURT DAYS REPORTED AS 2615 AND SHOULD HAVE BEEN 3615 AND # OF PAPERS SERVED REPORTED AS 172,632 AND SHOULD HAVE BEEN 203,148. USING THE CORRECTED NUMBERS – THEY ARE DUE .32 INSTEAD OF OVER 11.73.	-0-	Based on revised workload data, officer is not in excess on staffing standards. Reallocation policy does not therefore apply in FY04.
HIGHLAND COUNTY	SHERIFF	6/25/03 – OFFICER REQUESTS TO TRANSFER 4 MONTHS (JULY – OCTOBER) OF SALARY FROM POSITION 4 (CS7 @ \$23854) TO OFFICE AND TEMPORARY. \$3975.68 TO TEMPORARY AND \$3975.68 OFFICE EXPENSES. TOTAL AMOUNT TRANSFERRED IS \$7951.36.	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.

304-04-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ALBEMARLE/CHARL REGIONAL JAIL	SUPERINTENDENT	06/026/02- OFFICER REQUEST EXTENTION ON THE LIVE SCAN FUNDS APPROVED FOR FY03 BE APPROVED. COMP BD BALANCE IN EQUIPMENT FOR FY03 FOR LIVE-SCAN IS \$20,707.00.	\$20,707	Per state policy, unspent funds cannot be carried over to the next fiscal year. The Compensation Board will consider approving additional funds for LiveScan equipment if the Superintendent wishes to make such a request.
RIVERSIDE REGIONAL JAIL	SUPERINTENDENT	6/27/03 – SUPERINTENDENT OF RIVERSIDE REGIONAL JAIL HAS REQUESTED HIS EMERGENCY MEDICAL REQUEST BE RE-EXAMINED AS HE CONTENDS THE SAID INMATE WAS STATE RESPONSIBLE ON JANUARY 26, 2003 INSTEAD OF FEBRUARY 2, 2003 AS REPORTED BY THE COMPENSATION BOARD.	-0-	Not approved. The Superintendent is not interpreting Section 53.1-20 correctly. He is using the date the court order was mailed to DOC instead of the date DOC received the court order. Therefore, the date of February 2, 2003 is correct and the regional jail should not be reimbursed for medical expenses incurred.
PORTSMOUTH CITY	SHERIFF	7/02/03 – OFFICER REQUESTS RECONSIDERATION OF SALARY TO \$25,501.V. L. JOYNER RESIGNED ON 10/13/02 AS EC8 AT AR OF \$25,501 DUE TO MILITARY DUTY. HE WAS RE-HIRED ON 03/26/03 AS C7 AT AR OF \$23,329.	\$2,172	Approved at no additional cost to the Compensation Board; office to use available turnover funds. Deputy will not be eligible for one-year upgrade.
CHARLOTTE COUNTY	SHERIFF	7/11/03 – OFFICER REQUESTS TO TRANSFER \$2172 FROM TEMPORARY TO POSITION 79035 TO INCREASE THE ANNUAL SALARY FROM \$23329 TO \$25501. OFFICER INTENDS TO FILL THE POSITION WITH AN EMPLOYEE WHO HAS EXPERIENCE WITH THE VA STATE POLICE.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.

320-04-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

732-04-01: TREASURERS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

734-04-01: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WISE COUNTY	COMMISSIONER OF THE REVENUE	7/3 Officer requests revisions to workload data as submitted in Allocation Package. Commissioners Workload Audit Committee concurs with changes.	\$00	Compensation Board approved revised workload data as submitted.

Rank	Fips	Locality Name	Total Full Time	FTE Part time	Temporary Base	FTE Total	FTE Required	FTE Difference	Weighted	Need %	Request New
BEFORE											
125	195	WISE	9	0	0	9	7.49	-1.51	19477	-0.16778	1
AFTER											
120	195	WISE	9	0	0	9	8.24	-0.76	22036	-0.08444	1

321-04-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BUCHANAN COUNTY	CIRCUIT COURT CLERK	6-27-2003 Officer requests to transfer annual Vacant Funds from pos. #5, DCIII @ \$7469 to Temporary Funds.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.
CARROLL COUNTY	CIRCUIT COURT CLERK	7-2-2003 Officer requests to transfer annual Vacant Funds from pos. #3, DCI @ \$4,994 to Temporary Funds.	-0-	Approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies.
NOTTOWAY COUNTY	CIRCUIT COURT CLERK	<p>7-16-2003 Officer has Delegation Of Classification Authority.</p> <p>Officer is reclassifying pos. #3 BKKR-G7 @ \$22,364 to DCII-G8 @ \$23,364. Cost to reclass @ \$1,000. Officer requests to transfer Temporary Funds @ \$1,000 to fund this reclass.</p> <p>Officer is Ranked 84, is due 0.03 FTE and is in 0.67% of Need.</p> <p>NOTE: For Spending reduction, Officer had -0- Temporary Funds. The Officer amended his budget to transfer the remaining salary of a vacant position @ \$9423 to Base Temporary Funds.</p>	-0-	The Compensation Board approved your request to transfer currently budgeted hourly wage funds of \$1,000 to reallocate position #3, BKKR-G7 to DCII-G8 consistent with the Compensation Board's Delegation of Classification Authority policy. As a result of this approval, your <u>base</u> temporary budget has been reduced by \$1,000.

OTHER MATTERS

NEW BUSINESS:i9

	<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 #03/12	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.	FY02 FINES AND FEES	COMMONWEALTH'S ATTORNEYS; SUPREME COURT; STATE POLICY	7/1/03 – The staff followed up on the suggestion to improve the collection of fines and fees by adding additional data fields (employer name and number) to the Uniform Traffic Summons (UTS). Responses were received from both the VA State Police and the Supreme Court of Virginia. The VA State Police notes that the changes would place an undue burden on officers and create the possibility of confrontational issues with violators. The Supreme Court suggests that requesting employment information from those charged with traffic infractions would be significantly intrusive (as they have not yet been tried, convicted, or fined) and would be problematic. The Supreme Court also points out that the Code of VA (§ 19.2-354) obligates a defendant who has been convicted and fined, and has entered into a deferred or installment agreement to 'promptly inform the court of any change of mailing address during the term of the agreement'. The Compensation Board may wish to concur with the recommendations of the Supreme Court of Virginia and the Virginia State Police.	N/A	Compensation Board does not wish to pursue this matter.
5.	TREASURERS' ASSOCIATION OF VIRGINIA	COMPENSATION BOARD	Congratulations and thank you letters to incoming and outgoing Presidents of Treasurers' Association of Virginia.	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>
6. TECHNOLOGY TRUST FUND COLLECTIONS § 17.1 – 279	CIRCUIT COURT CLERKS	<u>COLLECTIONS:</u> Preliminary final FY03 collections total \$7,906,851.01. FY03 collections totaled \$6,586,856.51. This represents a 20.0% increase in collections over last fiscal year. <u>EXPENDITURES:</u> Final FY03 expenditures as of July 15, 2003, total \$3,661,213.59 (July – June). This represents 67.99% of budgeted TTF funds.	N/A	Noted.

FOR YOUR INFORMATION

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #04/01
JULY 23, 2003**

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 #04/01
JULY 23, 2003**

304-04-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

320-04-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

LOCALITY OFFICER REQUEST TOTAL COST COMPENSATION BOARD ACTION

NONE.

732-04-01: TREASURERS

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

734-04-01: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

LOCALITY

OFFICER

REQUEST

TOTAL COST

COMPENSATION BOARD ACTION

NONE.

321-04-01: 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	7-18-2003 Officer requests additional funds @ \$15,640 to fund a DCI-G6 position. Office is ranked 94, is due .70 FTE and is in 12.32% of Need. NOTE: Due to Spending Reduction, Officer laid off the employee in his DCI position and reduced the salary to \$0.00.	\$15,640.00	Not approved per the Compensation Board's May 1, 2003 Budget Priorities and Policies. Due to budget reductions, no additional funding is available.

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.

waddell\Docket\July03DOCKET