

COMPENSATION BOARD DOCKET #12/01

July 27, 2011

EMPLOYEE RECOGNITION
NONE.

307-12-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NORTHAMPTON COUNTY	SHERIFF	7-11-11 Officer requests additional funding at \$18,800 which is equivalent to Pos. 00001, L12 budgeted at \$52,800 from July 1, 2011-November 8, 2011. The election will be held on November 8, 2011.	\$0	Approved at no additional cost to the Compensation Board.

This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that Pos. 00001, L12 is not vacant during the period in which I am the Acting Sheriff, consequently funds cannot be transferred from this position.

307-12-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFF/SUPERINTENDENT	6-22-11 The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2012 to temporary funds.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office	Locality	Request Date	FROM POSITION #	CLASS	To Category	Amount Requested
800	307	Suffolk City	06/22/11	00003	CS12	Temporary Funds	\$58,253
800 Total							\$58,253
760	307	Richmond City	06/24/11	00032	C7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	00068	C7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	00091	C7	Temporary Funds	\$28,234
FIPS	Office	Locality	Request Date	FROM POSITION #	CLASS	To Category	Amount Requested
760	307	Richmond City	06/24/11	00231	C7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	00258	C7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	00313	C7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	78660	EC7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	78665	EC7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	78827	EC7	Temporary Funds	\$28,234
760	307	Richmond City	06/24/11	78971	EC7	Temporary Funds	\$28,234
760 Total							\$282,340
105	307	Lee County	06/24/11	00023	CS7	Temporary Funds	\$28,234
105 Total							\$28,234
455	307	Western Tidewater RJ	05/11/11	00111	R CKB	Temporary Funds	\$26,518
455	307	Western Tidewater RJ	05/11/11	00112	R CKB	Temporary Funds	\$25,595
455 Total							\$52,113
Grand Total							\$392,706

307-12-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFF/SUPERINTENDENT	6-22-11 The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2012 to office expenses to pay for contracted food and medical services.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office	Locality	Request Date	FROM POSITION #	CLASS	To Category	Amount Requested
161	307	Roanoke County	01/21/11	00100	CKB	Office Expenses	\$25,361
161 Total							\$25,361
450	307	Rappahannock Reg Jail	05/26/11	00048	RCKA	Office Expenses	\$23,723
450	307	Rappahannock Reg Jail	05/26/11	00049	RCKA	Office Expenses	\$21,705
450	307	Rappahannock Reg Jail	05/26/11	00061	RCKB	Office Expenses	\$27,113
450	307	Rappahannock Reg Jail	05/26/11	00009	RCKB	Office Expenses	\$24,258
450	307	Rappahannock Reg Jail	05/26/11	00157	RCKB	Office Expenses	\$23,723
450 Total							\$120,522
491	307	Southside Reg Jail	06/07/11	00026	RCKA	Office Expenses	\$21,705
491 Total							\$21,705
475	307	Hampton Roads Reg Jail	07/08/11	00220	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00221	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00225	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00226	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00227	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00228	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00229	RPMD	Office Expenses	\$18,496
475	307	Hampton Roads Reg Jail	07/08/11	00247	RCKB	Office Expenses	\$23,723
475	307	Hampton Roads Reg Jail	07/08/11	00248	RCKB	Office Expenses	\$23,723
475	307	Hampton Roads Reg Jail	07/08/11	00249	RCKB	Office Expenses	\$23,723
475	307	Hampton Roads Reg Jail	07/08/11	00250	RCKB	Office Expenses	\$23,723
475	307	Hampton Roads Reg Jail	07/08/11	00251	RCKB	Office Expenses	\$23,723
475 Total							\$248,087
Grand Total							\$415,675

717-12-01: DIRECTORS OF FINANCE

NONE.

772-12-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	Officers request to transfer the annual salaries from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY12.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
065	772	Fluvanna County	06/22/11	pos. 00004	PA	Temporary	23,723	23,723	23,723
680	772	Lynchburg City	06/22/11	pos. 00013	ATTI	Temporary	45,532	45,532	45,532
820	772	Waynesboro City	06/22/11	pos. 00006	ATTI	Temporary	45,385	45,385	45,385
820	772	Waynesboro City	06/22/11	pos. 00007	SEC	Temporary	23,723	23,723	23,723
840	772	Winchester City	06/22/11	pos. 00009	ATTI	Temporary	45,385	45,385	45,385
		Totals						183,748.00	183,748.00

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HANOVER COUNTY	COMMONWEALTH'S ATTORNEY	<p>7-8-2011 Officer requests to transfer Temporary Funds at \$3,483 to position 00015. Combined with Turnover Funds this will fully fund the restoration of a currently unfunded ATTI position to the minimum salary, effective July 1, 2011.</p> <p>Officer states: I, Ramon Chalkley, acknowledge that due to budget reductions I currently have one (1) unfunded authorized position, I understand that taking action to move base temporary and/or office expense funds to salaries of existing personnel may significantly reduce my options in dealing with any potential future funding reductions without impacting salaries of permanent staff.</p>	\$0	The Compensation Board approved a transfer of \$3,483 from base Temporary Funds to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's Temporary Fund budget in the current as well as subsequent fiscal years

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved	Pro-Rate
085	772	Hanover County	07/08/11	Temporary	ATTI	pos. 00015	0.00	3,483.00	3,483.00	3,483.00
		Totals						3,483.00	3,483.00	3,483.00

771-12-01: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LEE COUNTY	COMMISSIONER OF THE REVENUE	<p>7/19/2011 Acting Officer requests additional temporary funding at \$13,187.77. This is equivalent to position #00001 MDIV budgeted at \$37,038.00 from July 1, 2011 to November 8, 2011. The election will be held on November 08, 2011.</p> <p>This request for "additional" funding is made in lieu of a request in transfer these funds to temporary funds budget, as the Acting Officer understands that the Compensation Boards interpretation of section 24.2-226 and 228 is that position #00001 MDIV is not vacant during the period in which she is the Acting Commissioner of the Revenue, consequently funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.

774-12-01: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CLARKE COUNTY	TREASURER	<p>06-24-2011 Officer requests to transfer Vacancy Savings at \$1,802 from position 00004 to Office Expense. This is the annual budgeted salary for this position. The Officer does not intend to fill position 00004 during the entire year of FY12.</p>	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

774-12-01: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PAGE COUNTY	TREASURER	<p>07-19-11 Acting Officer requests additional Temporary Funding of \$10,364.22. This is equivalent to position # 00001 DIV budgeted at \$29,108 from July 1, 2011 to Nov 8, 2011.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as Acting Officer understands that the Compensation Board's interpretation of \$24.2-226 and 228 is that position #00001 DIV is not vacant during the period in which she is the Acting Treasurer. Consequently, funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.
CITY OF RICHMOND	TREASURER	<p>7-18-2011 Officer requests to transfer \$10,023 in Vacancy Savings from position 00002 to Temporary Funds. This is equivalent to the salary of Position 00002, MCD3, budgeted at \$40,093 from 07-01 to 9-30-2011. Officer states the deputy in this position is out on emergency medical leave without pay and it is uncertain when she will return. Officer also states position 00002 represents her only remaining deputy following the Budget Reductions in FY11.</p>	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
NORTHAMPTON COUNTY	TREASURER	<p>07-19-11 Acting Officer requests additional Temporary Funding @ \$8,363.52. This is equivalent to position #4 DIII budgeted @ \$23,489 from July 1, 2011 to November 8, 2011. The election will be held on November 8, 2011.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds, as Acting Officer understands that the Compensation Board's interpretation of \$24.2-226 and 228 is that position #4 DIII is not vacant during the period in which she is Acting Treasurer, consequently funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.

773-12-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SUSSEX COUNTY	CIRCUIT COURT CLERK	7-1-2011 Officer requests to transfer the annual salaries from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY12.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
183	773	Sussex County	07/01/11	pos. 00003	GOC	Temporary	16,338	16,338	16,338
		Totals						16,338	16,338

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ISLE OF WIGHT COUNTY	CIRCUIT COURT CLERK	7-22-2011 Officer requests to transfer the annual salaries from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY12.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
093	773	Isle of Wight County	07/22/11	pos. 00006	MT	Temporary	1,264	1,264.00	1,264.00
		Totals						1,264.00	1,264.00

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 #11/12.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday August 24, 2011 at 11:00 a.m. and Wednesday, September 28, 2011 at 11:00 a.m..	N/A	Noted.
3.	FY12 LIDS ANNUAL AUDIT PLAN	COMPENSATION BOARD	Staff presents annual LIDS audit plan for FY12.	N/A	Approved.
4.	VIRGINIA CENTER FOR POLICING INNOVATION	COMPENSATION BOARD	In accordance with Chapter 890, Item 67.20, paragraph O, VCPI requests funding of \$1,004,500 to continue to implement and provide support for the SAVIN victim notification system in all local and regional jail facilities, and to continue to implement and support the interface between SAVIN and the Sex Offender Registry.	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>
5. TECHNOLOGY TRUST FUND COLLECTIONS AND FY12 BUDGETING	CIRCUIT COURT CLERKS	<p>FY11 Collections: Final FY11 collections totaled \$7,597,516.81, which is a 2.36% decrease compared to FY10.</p> <p>FY11 Expenditures: FY11 Expenditures of Clerk's budgeted Technology Trust Funds totaled \$4,727,697.22, or 66.81% of budgeted TTF. FY11 unbudgeted prior year collections and unexpended FY11 collections amounts for the entire fund totaled \$2,583,320.29.</p> <p>FY12 TTF Budgeting: The 2010 General Assembly approved an \$8 million Line of Credit for budgeting each year's incoming cash collections for expenditure in the year collected. Staff recommends a maximum line of credit allocation of \$7.5 million based upon FY11 actual collections. Combined with prior year cash balances, total amounts available for budgeting are \$10,083,320.29, less \$2,978,426 for GF budget needs and \$176,280 for administrative expenses (incl Supreme Court), providing a total of \$5.24 million in \$4 TTF and \$1.69 million in \$1 TTF for budgeting to Clerks' offices. Although the Line of Credit is proposed for use in budgeting, expenditure reimbursements will be limited to not exceed at any time the greater of 50% of budgeted amount or actual cash on hand through FY12 collections.</p> <p>Actual budgeting of these amounts based upon requests by Clerks will be presented for consideration by the Board at its September 24, 2011 meeting.</p>	N/A	Approved.

FOR YOUR INFORMATION
NONE.

CLOSED MEETING
COMPENSATION BOARD DOCKET #12/01
July 27, 2011

NO CLOSED MEETING

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

- Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must **immediately** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN FRANK DREW: I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

Frank Drew, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Walter J. Kucharski, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN FRANK DREW: I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

Frank Drew, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Walter J. Kucharski, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

HANDCARRY COMPENSATION BOARD DOCKET #12/01 July 27, 2011

EMPLOYEE RECOGNITION
NONE.

307-12-01: SHERIFFS & REGIONAL JAILS
NONE.

717-12-01: DIRECTORS OF FINANCE
NONE.

772-12-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENE COUNTY	COMMONWEALTH'S ATTORNEY	<p>7/7/11 - Officer requests that his salary be increased to reflect the salary amount prescribed in the current Appropriation Act for a full-time officer in a population group of more than 35,000. Officer serves full-time in a locality with a population less than 35,000, and states that based on Code he is due the full salary of an officer serving in a locality with a population between 35,000 and 44,999.</p> <p>Staff notes that Officer's salary is currently \$2,971 less than the Appropriation Act established salary for a full-time Commonwealth's Attorney serving in a locality with a population less than 35,000, based upon the officer's choice in April, 2003 to reduce his own salary to achieve budget reductions for FY04.</p>	\$3,270	The Compensation Board approved the request for restoration of the noted salary level of the Commonwealth's Attorney. Compensation Board members noted that FY13 budget allocation priority will be given to the salary restoration of constitutional officers who chose to reduce their own salary to satisfy mandatory reductions to their office's Compensation Board budget.

771-12-01: COMMISSIONERS OF THE REVENUE
NONE.

774-12-01: TREASURERS
NONE.

773-12-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HOPEWELL CITY	CIRCUIT COURT CLERK	<p>7-26-2011 Acting Officer requests additional Temporary Funding @ \$12,015.82. This is equivalent to position #2 CDCI at 44,058 effective August 1, 2011 to November 8, 2011. The Special Election will be held on November 8, 2011.</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 #2 CDCI is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.

OTHER MATTERS

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	CONSTITUTIONAL OFFICER ASSOCIATION PRESIDENTS	COMPENSATION BOARD	Congratulations and thank you letters to incoming and outgoing presidents of the Virginia Circuit Court Clerks' Association, Virginia Association of Commonwealth's Attorneys, Commissioners of the Revenue Association of Virginia, Treasurers' Association of Virginia, Virginia Sheriffs' Association, Virginia Association of Regional Jails.	N/A	Approved.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: July 27, 2011
Time: 11:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Frank Drew, Chairman (present)
Walt Kucharski, ex-officio member (present)
Craig Burns, ex-officio member (present)