

# COMPENSATION BOARD DOCKET #13/01

## July 25, 2012

### EMPLOYEE RECOGNITION

#### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROANOKE COUNTY	SHERIFF	<p>On July 12, 2012 The Compensation Board received a letter from Sheriff Michael G. Winston in reference to Oliver Bradshaw:</p> <p>"I would like to take this opportunity to write and tell you what a pleasant experience deputies from our Department recently had, working with Mr. Oliver Bradshaw. From the time that he began his entrance conference, Mr. Bradshaw was professional, easy going and precise in his directions. Mr. Bradshaw should be recognized for his knowledge of the LIDS Accounting procedures and the professional manner in which he represented you and the Compensation Board. Prior to the LIDS Audit, he answered numerous questions from our records staff and he made sure we were prepared for the on-site audit. I am certain that we received a thorough and fair assessment of our LIDS processes, which is certainly a great benefit to the Commonwealth and the County of Roanoke. Mr. Bradshaw is truly a positive reflection of your agency, and please convey my thanks to him for a job well done. Please let me know if I can be of assistance to you or your agency."</p>	-0-	The Compensation Board wishes to thank the Sheriff for his kind remarks.

# 307-13-01: 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	6-07-12 The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2013 to office expenses to pay medical or food service contracts. There are also four offices requesting that vacant position salaries be transferred to temporary funds.	-0-	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

<b>FIPS</b>	<b>Office Code</b>	<b>Locality Name</b>	<b>Request Date</b>	<b>From Category</b>	<b>Class Code</b>	<b>To Category</b>	<b>Current Salary</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
161	307	Roanoke County	06/07/12	pos. 00066	CKA	Office expense	23,201	23,201	23,201
161	307	Roanoke County	06/07/12	pos. 00111	CKA	Office expense	22,192	22,192	22,192
161	307	Roanoke County	06/07/12	pos. 00100	CKB	Office expense	25,361	25,361	25,361
<b>161 Total</b>							70,754	70,754	70,754
450	307	Rappahannock Sec Ctr	06/07/12	pos. 00048	R CKA	Office expense	23,723	23,723	23,723
450	307	Rappahannock Sec Ctr	06/07/12	pos. 00061	R CKB	Office expense	27,113	27,113	27,113
450	307	Rappahannock Sec Ctr	06/07/12	pos. 00009	R CKB	Office expense	24,258	24,258	24,258
450	307	Rappahannock Sec Ctr	06/07/12	pos. 00049	R CKB	Office expense	21,705	21,705	21,705
450	307	Rappahannock Sec Ctr	06/07/12	pos. 00157	R CKB	Office expense	23,723	23,723	23,723
<b>450 Total</b>							120,522	120,522	120,522
455	307	Western Tidewater Regional Jail	07/16/12	pos. 00111	R CKB	Temporary	26,518	26,518	26,518
455	307	Western Tidewater Regional Jail	07/16/12	pos. 00112	R CKB	Temporary	26,518	26,518	26,518
455	307	Western Tidewater Regional Jail	07/16/12	pos. 00113	R CKB	Temporary	26,518	26,518	26,518
455	307	Western Tidewater Regional Jail	07/16/12	pos. 00114	R CKB	Temporary	26,518	26,518	26,518
<b>455 Total</b>							106,072	106,072	106,072

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
465	307	Riverside Regional Jail	07/01/12	pos. 00194	R CKA	Office expense	21,705	21,705	21,705
465	307	Riverside Regional Jail	07/01/12	pos. 00195	R CKB	Office expense	23,723	23,723	23,723
465	307	Riverside Regional Jail	07/01/12	pos. 00196	R CKB	Office expense	23,723	23,723	23,723
465	307	Riverside Regional Jail	07/01/12	pos. 00197	R CKB	Office expense	23,723	23,723	23,723
465	307	Riverside Regional Jail	07/01/12	pos. 00200	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00201	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00202	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00203	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00204	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00205	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00206	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00207	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00208	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00209	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00210	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00211	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00212	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00213	R PMED	Office expense	18,496	18,496	18,496

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
465	307	Riverside Regional Jail	07/01/12	pos. 00214	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00417	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00419	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00420	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00421	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00426	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00427	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00428	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00429	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00431	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos.00430	R PMED	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00300	R PTRT	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00301	R PTRT	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00302	R PTRT	Office expense	18,496	18,496	18,496
465	307	Riverside Regional Jail	07/01/12	pos. 00432	R PTRT	Office expense	18,496	18,496	18,496
<b>465 Total</b>							<b>629,258</b>	<b>629,258</b>	<b>629,258</b>

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00220	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00221	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00225	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00226	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00227	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00228	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00229	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00232	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00242	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00243	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00245	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00260	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00261	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00262	R PMED	Office expense	18,496	18,496	18,496
475	307	Hampton Roads Regional Jail	07/10/12	pos. 00263	R PMED	Office expense	18,496	18,496	18,496
<b>475 Total</b>							<b>277,440</b>	<b>277,440</b>	<b>277,440</b>

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
491	307	Southside Regional Jail	06/04/12	pos. 00026	R CKA	Office expense	21,705	21,705	21,705
491	307	Southside Regional Jail	06/04/12	pos. 00022	R CKB	Office expense	23,540	23,540	23,540
<b>491 Total</b>							<b>45,245</b>	<b>45,245</b>	<b>45,245</b>
595	307	Emporia City	06/07/12	pos. 00003	SECI	Temporary	21,705	21,705	21,705
<b>595 Total</b>							<b>21,705</b>	<b>21,705</b>	<b>21,705</b>
760	307	Richmond City	07/03/12	pos. 00068	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00091	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00231	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00234	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00258	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00313	C7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 78227	EC7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 78660	EC7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 78665	EC7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 78971	EC7	Temporary	28,234	28,234	28,234
760	307	Richmond City	07/03/12	pos. 00391	PCLS	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00349	PMED	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00365	PMED	Office expense	18,496	18,496	18,496

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
760	307	Richmond City	07/03/12	pos. 00367	PMED	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00368	PMED	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00375	PMED	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00390	PMED	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00358	PREC	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00346	PTRT	Office expense	18,496	18,496	18,496
760	307	Richmond City	07/03/12	pos. 00354	PTRT	Office expense	18,496	18,496	18,496
<b>760 Total</b>							<b>467,300</b>	<b>467,300</b>	<b>467,300</b>
800	307	Suffolk City	07/03/12	pos. 00003	CS12	Temporary	58,253	58,253	58,253
<b>800 Total</b>							<b>58,253</b>	<b>58,253</b>	<b>58,253</b>
<b>Grand Total</b>							<b>1,796,549</b>	<b>1,796,549</b>	<b>1,796,549</b>

# 307-13-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GLOUCESTER	SHERIFF	<p>07/19/12 Acting Officer requests additional temporary funding at \$15,321.16 which is the equivalent to Pos. 00031, L12 at \$44,058 from July 1, 2012 to November 6, 2012. The special election will be held on November 6, 2012.</p> <p>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. 00031, L12 is not vacant during the period in which I am the Acting Sheriff, consequently funds cannot be transferred from this position.</p>	-0-	Approved at no additional cost to the Compensation Board.

MIDDLE RIVER REGIONAL JAIL	SUPERINTENDENT	<p>07-19-2012 – Superintendent requests the salary of position #00113 be restored from \$44,058 to \$60,200 effective July 1, 2012, transferring \$16,142 of the funds that were restored to the Temporary Salaries category for FY13.</p> <p>Officer states the deputy was promoted effective 5-1-2011 from \$50,835 to \$60,200. Due to the FY12 budget reductions, the salary was "unfunded" beginning July 1, 2012. Officer requests to use \$16,142 of base temporary funds to restore the salary back to \$60,200.</p>	-0-	The Compensation Board approved a transfer of \$16,142 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 in subsequent fiscal years.
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FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Transfer Amount Approved
493	307	Middle River Regional Jail	07/19/12	Temporary	C12	Permanent salary	\$44,058.00	\$60,200.00	\$16,142.00

# 772-13-01: 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 FY13.	-0-	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

<b>FIPS</b>	<b>Office Code</b>	<b>Locality Name</b>	<b>Request Date</b>	<b>From Category</b>	<b>Class Code</b>	<b>To Category</b>	<b>Current Salary</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
065	772	Fluvanna County	06/22/12	pos. 00004	PA	Temporary	23,723	23,723	23,723
670	772	Hopewell City	06/26/12	pos. 00007	PA	Temporary	23,723	23,723	23,723
680	772	Lynchburg City	07/02/12	pos. 00019	ATTI	Temporary	23,723	23,723	23,723
820	772	Waynesboro City	07/03/12	pos. 00006	ATTI	Temporary	45,385	45,385	45,385
820	772	Waynesboro City	07/03/12	pos. 00007	SEC	Temporary	23,723	23,723	23,723
840	772	Winchester City	07/03/12	pos. 00009	ATTI	Temporary	45,385	45,385	45,385
<b>Totals</b>								<b>185,662.00</b>	<b>185,662.00</b>

NOTTOWAY COUNTY	COMMONWEALTH'S ATTORNEY	<p>7-9- 2012 Acting Officer requests additional Temporary Funding @ \$15,815.96. This is equivalent to position #3 ATTI @ \$45,385 from July 1, 2012 to November 6, 2012. The Special Election will be held on November 6, 2012.</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 #3 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.
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## 772-13-01: COMMONWEALTH'S ATTORNEYS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HAMPTON CITY	COMMONWEALTH'S ATTORNEY	<p>7-2- 2012 Acting Officer requests additional Temporary Funding @ \$20,661.66. This is equivalent to position #8 ATIII @ \$59,290 from July 1, 2012 to November 6, 2012. The Special Election will be held on November 6, 2012.</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 #8 ATIII is not vacant during the period in which I am the Acting Commonwealth's Attorney, consequently funds cannot be transferred from this position.</p>	\$0.00	Approved at no additional cost to the Compensation Board.
DICKENSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>7-6-2012 Officer requests to transfer \$2,770 from base Temporary Funds to restore the salary of position 00002, AAll, from \$29,008 to \$31,778, effective 7-1-2012. The incumbent's salary was previously reduced in the FY04 budget reduction.</p> <p>Officer acknowledges that due to budget reductions he currently has 1 unfunded authorized position, and states his understanding that taking action to move base temporary and/or office expense funds to salaries of existing personnel may significantly reduce officer's options in dealing with any potential future funding reductions without impacting salaries of permanent staff. Such base transfers may also prevent future full restoration of recently reduced staff positions should a legislative decision be made in the future to restore reduced funding.</p>	-0-	The Compensation Board approved a transfer of \$2,770 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 in subsequent fiscal years.

772-13-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GILES COUNTY	COMMONWEALTH'S ATTORNEY	<p>7-13-2012 Officer requests to transfer \$8,055 from base Temporary Funds to fund a classification and salary increase for position 00005 from SEC, budgeted at \$23,723, to AAll at \$31,778, effective 8-1-2012.</p> <p>Officer acknowledges that due to budget reductions he currently has 1 unfunded authorized position, and states his understanding that taking action to move base temporary and/or office expense funds to salaries of existing personnel may significantly reduce officer's options in dealing with any potential future funding reductions without impacting salaries of permanent staff. Such base transfers may also prevent future full restoration of recently reduced staff positions should a legislative decision be made in the future to restore reduced funding.</p>	-0-	The Compensation Board approved a transfer of \$8,055 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 Temporary Fund budget in the current as well as subsequent fiscal years.

771-13-01: COMMISSIONERS OF THE REVENUE  
NONE.

774-13-01: TREASURERS  
NONE.

# 773-13-01: CIRCUIT COURT CLERKS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	CIRCUIT COURT CLERK	Officers request to transfer the annual salary from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY13.	-0-	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

<b>FIPS</b>	<b>Office Code</b>	<b>Locality Name</b>	<b>Request Date</b>	<b>From Category</b>	<b>Class Code</b>	<b>To Category</b>	<b>Current Salary</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
105	773	Lee County	06/29/12	pos. 00003	SCT	Temporary	553	553	553
183	773	Sussex County	06/25/12	pos. 00003	GOC	Temporary	16,338	16,338	16,338
<b>Totals</b>								<b>16,891</b>	<b>16,891</b>

## 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 #12/12	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, August 22, 2012 at 11:00 a.m. and Wednesday, September 26, 2012 at 11:00 a.m.	N/A	Noted.
3.	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 Sheriff's Association, and the Virginia Association of Regional Jails.	N/A	Approved.
4.	VIRGINIA CENTER FOR POLICING INNOVATION	COMPENSATION BOARD	In accordance with Chapter 3, Item 68, paragraph M., 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.

**CLOSED MEETING  
COMPENSATION BOARD DOCKET #13/01  
July 25, 2012**

**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.**

# H A N D C A R R Y

## COMPENSATION BOARD DOCKET #13/01

### July 25, 2012

EMPLOYEE RECOGNITION  
NONE.

307-13-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MEHERRIN RIVER REGIONAL JAIL	SUPERINTENDENT	07-20-2012 Superintendent requests to transfer annual salaries from the following positions to office expenses in the amount of \$428,511 to pay a portion of the jail's food service and medical contracts.	-0-	Approved per the Compensation Board's FY13 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
495	307	Meherrin Regional Jail	07/20/12	Position 00100	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00101	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	position 00102	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00103	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00104	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00105	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00106	R PTRT	Office Expenses	18,496	18,496	18,496

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	Amount Requested	Amount Approved
495	307	Meherrin Regional Jail	07/20/12	Position 00108	R PMED	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00109	R PMED	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	position 00110	R PMED	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00111	R PMED	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00112	R PCLS	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00113	R PCLS	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 001185	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00186	R PTRT	Office Expenses	20,392	20,392	20,392
495	307	Meherrin Regional Jail	07/20/12	Position 00187	R PTRT	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00189	R PCLS	Office Expenses	18,496	18,496	18,496
495	307	Meherrin Regional Jail	07/20/12	Position 00119	R CKB	Office Expenses	23,723	23,723	23,723
495	307	Meherrin Regional Jail	07/20/12	Position 00120	R CKB	Office Expenses	23,723	23,723	23,723
495	307	Meherrin Regional Jail	07/20/12	Postiion 00134	R CKB	Office Expenses	23,723	23,723	23,723
495	307	Meherrin Regional Jail	07/20/12	Position 00148	R CKA	Office Expenses	19,856	19,856	19,856
495	307	Meherrin Regional Jail	07/20/12	Position 00183	R CKA	Office Expenses	21,158	21,158	21,158
495 Total							428,511	428,511	428,511
Grand Total							428,511	428,511	428,511

772-13-01: COMMONWEALTH'S ATTORNEYS  
NONE.

771-13-01: COMMISSIONERS OF THE REVENUE  
NONE.

774-13-01: TREASURERS  
NONE.

773-13-01: CIRCUIT COURT CLERKS  
NONE.

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. FY12 TECHNOLOGY TRUST FUND COLLECTIONS & FY13 BUDGETING	COMPENSATION BOARD	<p>FY12 Collections: Preliminary FY12 collections totaled \$7,718,195.65, which is a 3.27% increase compared to FY11.</p> <p>FY12 Expenditures: FY11 Expenditures of Clerk's budgeted Technology Trust Funds totaled \$4,344,004.56, or 69.29% of budgeted TTF. FY12 unbudgeted prior year collections and unexpended FY12 collections amounts for the entire fund totaled \$2,978,975.99.</p> <p>FY13 TTF Budgeting: The 2010 General Assembly approved a \$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 FY12 actual collections. Combined with prior year cash balances and based on preliminary FY12 collections, total amounts available for budgeting are \$10,478,975.39 million, less \$2,978,426 for GF budget needs and \$80,000 for administrative expenses, providing a total of \$5.84 million in \$4 TTF and \$1.58 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 FY13 collections.</p> <p>Actual budgeting of these amounts based upon requests by Clerks will be presented for consideration by the Board at its September 26, 2012 meeting.</p>	N/A	Approved.

**FOR YOUR INFORMATION  
NONE.**

Public Body: Compensation Board

Date: July 25, 2012

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)

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