

COMPENSATION BOARD DOCKET #16/01

July 22, 2015

EMPLOYEE RECOGNITION
NONE.

307-16-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WYTHE COUNTY	SHERIFF	<p>July 8, 2015 Acting Officer requests additional Temporary Funding in the amount of \$19,235.33. This is equivalent to position 00033 L12, budgeted salary \$56,364 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00033 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
ROANOKE COUNTY	SHERIFF	<p>June 23, 2015 Acting Officer requests additional Temporary Funding in the amount of \$25,265.57. This is equivalent to position 00002 C13, budgeted salary \$74,034 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00002 C13 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

307-16-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFF/ SUPERINTENDENT	July 1, 2015 Officers request to transfer the vacant annual salaries of the following positions to Temporary Salaries and to Office Expense Funds for food service and medical service contracts	-0-	Approved per the Compensation Board's FY16 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

Each officer states, "I do not intend to fill this position in FY16."

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
161	307	Roanoke County	6/22/2015	pos. 00066	CK A	Office Expense	\$23,897	\$23,897	\$23,897
161	307	Roanoke County	6/22/2015	pos. 00100	CK B	Office Expense	\$26,122	\$26,122	\$26,122
161	307	Roanoke County	6/22/2015	pos. 00111	CK A	Office Expense	\$22,858	\$22,858	\$22,858
		Roanoke County Total						\$72,877	\$72,877
450	307	Rappahannock Sec Ctr	6/16/2015	pos. 00009	R CKB	Office Expense	\$24,986	\$24,986	\$24,986
450	307	Rappahannock Sec Ctr	6/16/2015	pos. 00048	R CKA	Office Expense	\$24,435	\$24,435	\$24,435
450	307	Rappahannock Sec Ctr	6/16/2015	pos. 00049	R CKA	Office Expense	\$22,356	\$22,356	\$22,356
450	307	Rappahannock Sec Ctr	6/16/2015	pos. 00061	R CKB	Office Expense	\$27,926	\$27,926	\$27,926
450	307	Rappahannock Sec Ctr	6/16/2015	pos. 00157	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
		Rappahannock Sec Ctr Total						\$124,138	\$124,138
455	307	Western Tidewater Reg Jail	7/7/2015	pos. 00111	R CKB	Office Expense	\$27,314	\$27,314	\$27,314
455	307	Western Tidewater Reg Jail	7/7/2015	pos. 00112	R CKB	Office Expense	\$27,314	\$27,314	\$27,314
455	307	Western Tidewater Reg Jail	7/7/2015	pos. 00113	R CKB	Office Expense	\$27,314	\$27,314	\$27,314
455	307	Western Tidewater Reg Jail	7/7/2015	pos. 00114	R CKB	Office Expense	\$27,314	\$27,314	\$27,314
		Western Tidewater Reg Jail Total						\$109,256	\$109,256
465	307	Riverside Reg Jail	6/25/2015	pos. 00194	R CKA	Office Expense	\$22,356	\$22,356	\$22,356
465	307	Riverside Reg Jail	6/25/2015	pos. 00195	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
465	307	Riverside Reg Jail	6/25/2015	pos. 00196	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
465	307	Riverside Reg Jail	6/25/2015	pos. 00197	R CKB	Office Expense	\$24,435	\$24,435	\$24,435

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
465	307	Riverside Reg Jail	6/25/2015	pos. 00200	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00201	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00202	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00203	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00204	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00205	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00206	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00207	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00208	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00209	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00210	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00211	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00212	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00213	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00214	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00300	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00301	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00302	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00417	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00419	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00420	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00421	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00426	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00427	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00428	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00429	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00430	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00431	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
465	307	Riverside Reg Jail	6/25/2015	pos. 00432	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
		Riverside Reg Jail Total						\$648,140	\$648,140
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00220	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00221	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00222	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00225	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00226	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00227	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00228	RP MED	Office Expense	\$19,051	\$19,051	\$19,051

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00229	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00232	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00242	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00243	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00245	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
		Hampton Roads Reg Jail Total						\$228,612	\$228,612
480	307	New River Reg Jail	7/7/2015	pos. 00067	C7	Temporary	\$29,081	\$29,081	\$29,081
480	307	New River Reg Jail	7/7/2015	pos. 00073	C7	Temporary	\$29,081	\$29,081	\$29,081
480	307	New River Reg Jail	7/7/2015	pos. 00238	C7	Temporary	\$29,081	\$29,081	\$29,081
480	307	New River Reg Jail	7/7/2015	pos. 00080	C7	Temporary	\$29,081	\$29,081	\$29,081
480	307	New River Reg Jail	7/7/2015	pos. 00126	C7	Temporary	\$29,081	\$29,081	\$29,081
		New River Reg Jail Total						\$145,405	\$145,405
491	307	Southside Reg Jail	6/22/2015	pos. 00022	R CKB	Office Expense	\$24,246	\$24,246	\$24,246
491	307	Southside Reg Jail	6/22/2015	pos. 00026	R CKA	Office Expense	\$22,356	\$22,356	\$22,356
		Southside Reg Jail Total						\$46,602	\$46,602
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00100	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00101	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00102	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00103	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00104	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00105	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00106	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00108	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00109	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00110	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00111	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00112	RP CLS	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00113	RP CLS	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00119	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00120	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00132	RP MED	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00134	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00148	R CKA	Office Expense	\$20,452	\$20,452	\$20,452
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00183	R CKA	Office Expense	\$21,793	\$21,793	\$21,793
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00184	R CKB	Office Expense	\$24,435	\$24,435	\$24,435
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00185	RP TRT	Office Expense	\$19,051	\$19,051	\$19,051

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00186	RPTRT	Office Expense	\$21,004	\$21,004	\$21,004
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00187	RPTRT	Office Expense	\$19,051	\$19,051	\$19,051
495	307	Meherrin River Reg Jail	6/22/2015	pos. 00189	RPCLS	Office Expense	\$19,051	\$19,051	\$19,051
		Meherrin River Reg Jail Total						\$484,856	\$484,856
595	307	Emporia City Jail	7/1/2015	pos. 00003	SECI	Temporary	\$22,356	\$22,356	\$22,356
		Emporia City Jail Total						\$22,356	\$22,356
		Grand Total						\$1,884,321	\$1,884,321

307-16-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHARLOTTESVILLE CITY	SHERIFF	<p>May 27, 2015 Officer requests reconsideration of the position reallocation policy and the potential reduction of 1 permanent court services deputy position.</p> <p>Officer states they have special circumstances regarding the use of their Circuit Court which has double judges presiding at the same time (one in a conference room) requiring more staffing than the standard provides. On some days, the office must severely delay or even cancel non-short date civil process service to ensure safety for Judges, Attorneys, persons in custody and those taken into custody in the courtroom(s). Therefore they must also transport twice as many people that day for Circuit Court. At times there is a need to use the Federal Courthouse when there are multiple jury cases set for the same days/weeks which requires two deputies to work the cases with the judge, attorneys, jurors, defendant(s) and witnesses. Officer states the safety needed for "double" Circuit Court courtrooms is enough on its own to keep staffing at least at its current level and that is why he is requesting reconsideration of the application of the position reallocation policy as applied for his office. Officer enclosed some dockets as a reference.</p> <p>Officer also provided workload corrections for DMV notices as follows: CY2012-115, CY2013-571 and 2014-546, which increased the number of papers received. Staff notes the officer is now due to lose .96 instead of one fulltime court services deputy. Therefore he is no longer due to lose one (1) fulltime deputy in FY16.</p> <p>Staff also intends to follow up with the officer to ensure proper counting of court days is communicated within workload data to capture days when multiple judges are presiding at the same time in multiple locations.</p> <p>Officer states that as chairman of the workload audit committee he plans to work toward ensuring that all Sheriffs are calculating workload in the same manner and that they all receive credit for the work that they provide.</p>	\$0	<p>The Compensation Board accepted the workload update from the officer, which leaves the office no longer in excess of the staffing standards by a full position, and therefore no longer subject to losing a position in FY16 under the position reallocation policy.</p> <p>The Compensation Board asks staff to further discuss counting of court days with the officer to ensure proper capturing of court days when occurring in multiple locations at the same time.</p>

FIPS	LOCALITY	2014 Final Population	Workload Status	CY14 TOTAL HOURS	FY15 CS POS HAVE	CS POS DUE	TOTAL ADD'L CS DUE	% OF NEED
540	Charlottesville	47,783	Before	8,743	6	5.00	-1.00	-0.17
540	Charlottesville	47,783	After	8,812	6	5.04	-0.96	-0.16

307-16-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND CITY JAIL	SHERIFF	<p>June 25, 2015 Officer requests reconsideration of denial of reimbursement for Emergency Medical expenses submitted on the May, 2015 docket. Officer submitted several requests for reimbursement totaling \$66,284.94, and \$9,731.77 was approved for reimbursement.</p> <p>Compensation Board policy requires that for medical services to be eligible for reimbursement, the inmate must have been sentenced to a State Responsible sentence length and medical services must have taken place on or after the 91st day following the inmate's final sentencing event.</p> <p>Officer's request for reconsideration is based upon the following:</p> <ul style="list-style-type: none"> • State per diem rates for State Responsible inmates begin on the inmate's final sentencing date, not the 91st date after. • Compensation Board's CB-20 form notes that an inmate must be State Responsible to be eligible and references the definition of state-responsible inmate in Appropriation Act Item 67-B.3. <p>Based upon Compensation Board form CB-20 and the criteria outlined in the Appropriation Act, officer feels that all requests for Emergency Medical Fund dollars submitted on the May 28, 2015 docket meet the guidelines for reimbursement and requests additional reimbursement in the amount of \$56,554.17.</p> <p>Staff notes that existing Compensation Board policy requiring that reimbursable expenses be incurred 91 days or later post-sentencing as a state responsible inmate is based upon the approximate date by which an inmate is overdue for transfer to the Department of Corrections (DOC). A state-responsible inmate remains the responsibility of the jail until such time as the inmate is due for transfer, and emergency medical funding is provided to reimburse expenses incurred on behalf of inmates that are overdue for transfer to a facility of the DOC. <u>Code</u> §19.2-310 provides for the clerk of the court to provide the final sentencing order to the DOC by 30 days post-sentencing, and §53.1-20 provides for the DOC to receive state responsible inmates by 60 days after having been provided the final sentencing order by the court.</p> <p>Staff recommends updates to Form CB-20 to clarify the policy basis in statute that provides for reimbursement of expenses where the state-responsible inmate is statutorily overdue for transfer to a facility of the DOC.</p>	\$56,554.17	<p>The Compensation Board did not approve the officer's request for reconsideration of its decision at its May 28, 2015 meeting, as expenses requested for reimbursement were incurred for inmates that were not yet overdue for transfer to a facility of the Department of Corrections (DOC) by statute and therefore remained the responsibility of the jail. Board policy aligns with legislative intent to provide for a fund to reimburse emergency medical expenses incurred on behalf of inmates that are overdue for transfer to a facility of the DOC.</p> <p>The Compensation Board asks staff to update form CB-20 to clarify the policy basis in statute that provides for reimbursement of expenses where the state-responsible inmate is statutorily overdue for transfer to a facility of the DOC.</p>

772-16-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WINCHESTER CITY	COMMONWEALTH'S ATTORNEY	<p>June 29, 2015 Acting Officer requests additional Temporary Funding in the amount of \$26,107.14. This is equivalent to position 00004 ATTIV, budgeted salary \$76,500 from July 1, 2015 to November 3, 2015. The Special Election will be held on November 3, 2015.</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 00004 ATTIV 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
LEE COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 7, 2015 Acting Officer requests additional Temporary Funding in the amount of \$18,056.25. This is equivalent to position 00006 ATTI, budgeted salary \$52,909 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00006 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

772-16-01: COMMONWEALTH'S ATTORNEYS

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CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LEE COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 8, 2015 Officer requests to transfer base Temporary Salary Funds in the amount of \$12,997 to increase the annual salaries of the following positions, effective July 1, 2015, within CB policy</p> <ul style="list-style-type: none"> • position 00001 currently AAll at \$36,004 to be \$39,604 • position 00003 currently ATTIV at \$67,091 to be \$73,801 • position 00005 currently PA at \$26,879 to be \$29,567 <p>Officer also states, "I Stacy Munsey, acknowledge that due to budget reductions I currently have one unfunded authorized position; I understand that taking action to move base temporary 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 \$12,997 from base Temporary Salaries 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 Salaries 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	New Salary	Amount Requested	Pro Rated
105	772	Lee County	7/8/2015	Temporary	AAll	pos. 00001	\$36,004	\$39,604	\$3,600	\$3,600.00
105	772	Lee County	7/8/2015	Temporary	ATTIV	pos. 00003	\$67,092	\$73,801	\$6,709	\$6,709.00
105	772	Lee County	7/8/2015	Temporary	PA	pos. 00005	\$26,879	\$29,567	\$2,688	\$2,688.00
	Totals									\$12,997.00

772-16-01: COMMONWEALTH'S ATTORNEYS

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<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ISLE OF WIGHT COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 30, 2015 Acting Officer requests additional Temporary Funding in the amount of \$24,820.21. This is equivalent to position 00003 ATTIV, budgeted salary \$72,729 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00003 ATTIV 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
FRANKLIN COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 6, 2015 Acting Officer requests additional Temporary Funding in the amount of \$18,056.25. This is equivalent to position 00009 ATTI, budgeted salary \$52,909 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00009 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

772-16-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
AMHERST COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 30, 2015 Acting Officer requests additional Temporary Funding in the amount of \$18,056.24. This is equivalent to position 00006 ATTI, budgeted salary \$52,909 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00006 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
VARIOUS	COMMONWEALTH'S ATTORNEY	<p>July 1, 2015 Officers request to transfer the vacant annual salaries of the following positions to Temporary Salaries Funds.</p> <p>Each officer states, "I do not intend to fill this position in FY16."</p>	-0-	Approved per the Compensation Board's FY16 Budget Priorities and Policies. This is a one-time transfer, not in the base budget

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
019	772	Bedford County	7/1/2015	pos. 00007	JSECA	Temporary	\$12,218	\$12,218	\$12,218
		Bedford County Total						\$12,218	\$12,218
670	772	Hopewell City	7/1/2015	pos. 00007	PA	Temporary	\$24,435	\$24,435	\$24,435
		Hopewell City Total						\$24,435	\$24,435
680	772	Lynchburg City	6/18/2015	pos. 00013	JATTI	Temporary	\$53,059	\$53,059	\$53,059
680	772	Lynchburg City	6/18/2015	pos. 00017	SEC	Temporary	\$24,435	\$24,435	\$24,435
680	772	Lynchburg City	6/18/2015	pos. 00019	SEC	Temporary	\$24,435	\$24,435	\$24,435
		Lynchburg City Total						\$101,929	\$101,929
820	772	Waynesboro City	6/30/2015	pos. 00005	PA	Temporary	\$24,435	\$24,435	\$24,435
820	772	Waynesboro City	6/30/2015	pos. 00007	SEC	Temporary	\$24,435	\$24,435	\$24,435
820	772	Waynesboro City	6/30/2015	pos. 00009	SEC	Temporary	\$24,435	\$24,435	\$24,435
		Waynesboro City Total						\$73,305	\$73,305
		Grand Total						\$211,887	\$211,887

772-16-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLUVANNA COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 9, 2015 Officer requests to transfer base Temporary Funds in the amount of \$13,822 to fund the salary of a new hire, effective July 13, 2015, within CB policy.</p> <ul style="list-style-type: none"> position 00004 currently PA at \$24,435 to be \$38,257 <p>Officers states that the new salary will be less than 15% above the previous salary.</p> <p>Staff notes, this office does not have any unfunded positions.</p>	-0-	The Compensation Board approved a transfer of \$13,822 from base Temporary Salaries 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 Salaries 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	New Salary	Amount Requested	Pro Rated
065	772	Fluvanna County	7/9/2015	Temporary	PA	pos. 00004	\$24,435	\$38,257	\$13,822	\$13,421.33

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ARLINGTON COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 14, 2015 Officer requests an exception to the \$500 and 60-day Substitute Prosecutor reimbursement policy.</p> <p>Travel expenditures incurred in one trip exceeded \$500.</p>	\$1,089.04	Approved as an exception to policy, based upon the specific conditions stated by the officer.

FIPS	Office	Locality	Prosecutor	Expenses From - To	Defendant	Total
013	772	Arlington County	Maria Nicole Wittmann	12/18/14 to 6/25/15	Michael Gardner	\$1,089.04

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HENRY COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 16, 2015 Officer requests pre-approval for proposed Substitute Prosecutor travel expenses in a juvenile sexual assault case that will require travel out of state. The 11 year old victim lives in Missouri.</p> <p>Officer has provided a comparison of proposed expenses for both driving and flying for pre-approval, noting driving would require 5 days of expenses estimated at \$1,896.29 and flying would require 3 days of expenses estimated at \$1,145.39.</p>	\$0	<p>The Compensation Board thanks the substitute prosecutor for providing a cost analysis and concurs with the assessment that air travel is most practical and cost effective and concurs with the request for reimbursement of expenses incurred in out-of-state travel.</p> <p>The Compensation Board designates authority to the Executive Secretary to review and approve reimbursement of expenses incurred in this matter, as deemed appropriate in accordance with the prosecutor's estimates as provided herein, upon receipt of CB Form 24 once travel has been completed.</p>

771-16-01: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF SUFFOLK	COMMISSIONER OF THE REVENUE	<p>July 15, 2015 Acting Officer requests additional Temporary Funding in the amount of \$6,979.65. This is equivalent to position 00004 DI, budgeted at \$20,452 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as she understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00004 DI 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

774-16-01: TREASURERS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
JAMES CITY COUNTY	TREASURER	<p>July 15, 2015 Acting Officer requests additional Temporary Funding in the amount of \$2,739.37. This is equivalent to position 00004 DIII, budgeted at \$8,027 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as she understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00004 DIII 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
HALIFAX COUNTY	TREASURER	<p>July 20, 2015 Acting Officer requests additional Temporary Funding in the amount of \$11,648.90. This is equivalent to position 00005 DIV, budgeted at \$34,134 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as she understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00005 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

773-16-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	CIRCUIT COURT CLERK	<p>July 1, 2015 Officers request to transfer the vacant annual salaries of the following positions to Temporary Salaries Funds.</p> <p>Each officer states, "I do not intend to fill this position in FY16".</p>	-0-	Approved per the Compensation Board's FY16 Budget Priorities and Policies. This is a one-time transfer, not in the base budget

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro Rated Amount Approved
081	773	Greensville County	7/1/2015	pos. 00005	BKKR	Temporary	\$9,190	\$9,190	\$9,190
		Greensville County Total						\$9,190	\$9,190
101	773	King William County	6/18/2015	pos. 00004	GOC	Temporary	\$20,452	\$20,452	\$20,452
		King William County Total						\$20,452	\$20,452
105	773	Lee County	6/29/2015	pos. 00003	SCT	Temporary	\$570	\$570	\$570
		Lee County Total						\$570	\$570
550	773	Chesapeake City	6/30/2015	pos. 00026	GOC	Temporary	\$20,452	\$20,452	\$20,452
		Chesapeake City Total						\$20,452	\$20,452
		Grand Total						\$50,664	\$50,664

YORK COUNTY	CIRCUIT COURT CLERK	<p>July 1, 2015 Acting Officer requests additional Temporary Funding in the amount of \$8,825.58. This is equivalent to position 00004 DCII, budgeted salary \$25,862 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00004 DCII 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
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773-16-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENE COUNTY	CIRCUIT COURT CLERK	<p>July 8, 2015 Acting Officer requests additional Temporary Funding in the amount of \$14,269.86. This is equivalent to position 00002 DCIII, budgeted salary \$41,814 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00002 DCIII 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
GOOCHLAND COUNTY	CIRCUIT COURT CLERK	<p>June 29, 2015 Acting Officer requests additional Temporary Funding in the amount of \$12,120.54. This is equivalent to position 00002 DCIV, budgeted salary \$35,516 from July 1, 2015 to November 3, 2015. The election will be held on November 3, 2015.</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 00002 DCIV 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
CARROLL COUNTY	CIRCUIT COURT CLERK	<p>July 2, 2015 Acting Officer requests additional Temporary Funding in the amount of \$12,211.31. This is equivalent to position 00006 DCIV, budgeted salary \$35,782 from July 1, 2015 to November 3, 2015. The special election will be held on November 3, 2015.</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 00006 DCIV 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:

REGULAR DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #15/12	N/A	Approved
COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, August 19, 2015 at 11:00 a.m. and Wednesday, September 16, 2015 at 11:00 a.m.	N/A	Confirmed
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, and Virginia Sheriff's Association (Virginia Association of Regional Jails changes leadership biannually).	N/A	Approved
VIRGINIA CENTER FOR POLICING INNOVATION	COMPENSATION BOARD	In accordance with Chapter 665, Item 66, 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

OTHER MATTERS

NEW BUSINESS:

REGULAR DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FY15 TECHNOLOGY TRUST FUND COLLECTIONS & FY16 BUDGETING	COMPENSATION BOARD	<p>FY15 Collections: Preliminary FY15 collections totaled \$6,577,177.70, which is a decrease of 7.39% compared to FY14.</p> <p>FY15 Expenditures: FY15 Expenditures of Clerk's budgeted Technology Trust Funds totaled \$3,944,415.83, or 71.46% of budgeted TTF. FY15 unbudgeted prior year collections and unexpended FY15 collections amounts for the entire fund totaled \$3,338,108.08.</p> <p>FY16 TTF Budgeting: The 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 \$6.57 million based upon FY15 actual collections. Combined with prior year cash balances and based on preliminary FY15 collections, total amounts available for budgeting are \$9.28 million, less \$2.98 million for GF budget needs and \$80,000 for administrative expenses, providing a total of \$5.2 million in \$4 TTF and \$1.1 million in \$1 TTF for budgeting to Clerks' offices.</p> <p>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 FY16 collections.</p> <p>Actual budgeting of these amounts based upon requests by Clerks are anticipated to be presented for consideration by the Board at its September 16, 2015 meeting.</p>	N/A	Approved

**CLOSED MEETING
COMPENSATION BOARD DOCKET #16/01
July 22, 2015**

NO CLOSED MEETING

1) **MOTION FOR “CLOSED MEETING” by Chairman Susan Swecker. (_____ 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 SUSAN SWECKER: I move to certify that only public business exempt from the Act was discussed. (_____ seconded the motion.)

Susan Swecker, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

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

Susan Swecker, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, 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 #16/01 July 22, 2015

773-16-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

REGULAR DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
TAZEWELL COUNTY	CIRCUIT COURT CLERK	<p>July 7, 2015 Acting Officer requests additional Temporary Funding in the amount of \$17,035.17. This is equivalent to position 00002 CDCI, budgeted salary \$49,917 from July 1, 2015 to November 3, 2015. The special election will be held on November 3, 2015.</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 00002 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

772-16-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

REGULAR DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ARLINGTON COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 24, 2015 Officer requests an exception of the \$500 and 60-day Substitute Prosecutor reimbursement policy.</p> <p>Travel Expenses incurred by each prosecutor in one trip exceeded \$500.00</p>	\$2,321.20	Approved as an exception to policy, based upon the specific conditions stated by the officer

FIPS	Office	Locality	Prosecutor	Expenses From - To	Defendant	Total
013	772	Arlington County	Theophani K. Stamos	5/31/15 to 6/4/15	Deidre Lashawn Warren	\$563.16
013	772	Arlington County	Jay E. Burkholder	2/9/15 to 6/4/15	Deidre Lashawn Warren	\$925.41
013	772	Arlington County	Andrew R. Parker	1/27/15 to 6/4/15	Deidre Lashawn Warren	\$832.63
Total						\$2,321.20

OTHER MATTERS

NEW BUSINESS:

REGULAR DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FINES & FEES FORMS	COMPENSATION BOARD	Staff presents final Guidelines and Form for Contracts, updated effective July 1, 2015. Only minor edits were made to the draft presented at the previous meeting. Staff presents data collection forms and communication to Commonwealth's Attorneys for FY15 delinquent assessment and collections data.	N/A	Approved

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: July 22, 2015
Time: 11:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Susan Swecker, Chairman (absent)
Martha Mavredes, ex-officio member (present)
Craig Burns, ex-officio member (present)

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