

COMPENSATION BOARD DOCKET #17/01

July 20, 2017

EMPLOYEE RECOGNITION
NONE.

307-17-01: 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, 2016 Officers request to transfer the vacant annual salaries of the following positions to Temporary and Office Expense Funds for food service and medical service contracts.	-0-	Approved per the Compensation Board's FY17 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

Each officer states, "I do not intend to fill these positions in FY17."

IPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro- Rated Amount Approved
069	307	Frederick County	7/1/2016	pos. 00011	COMOP	Temporary	\$27,860	\$27,860	\$27,860
		Frederick County						\$27,860	\$27,860
161	307	Roanoke County	6/22/2016	pos. 00066	CK A	Office Expense	\$24,375	\$24,375	\$24,375
161	307	Roanoke County	6/22/2016	pos. 00100	CK B	Office Expense	\$26,644	\$26,644	\$26,644
161	307	Roanoke County	6/22/2016	pos. 00111	CK A	Office Expense	\$23,315	\$23,315	\$23,315
		Roanoke County Total						\$74,334	\$74,334
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0045	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0046	RPMED	Office Expense	\$20,316	\$20,316	\$20,316
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0047	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0048	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0049	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0050	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
430	307	Piedmont Reg. Jail	6/22/2016	pos. 0051	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
		Piedmont Reg. Jail Total						\$136,908	\$136,908

450	307	Rappahannock Sec Ctr	6/9/2016	pos. 00009	R CKB	Office Expense	\$25,486	\$25,486	\$25,486
450	307	Rappahannock Sec Ctr	6/9/2016	pos. 00048	R CKA	Office Expense	\$24,924	\$24,924	\$24,924
450	307	Rappahannock Sec Ctr	6/9/2016	pos. 00049	R CKA	Office Expense	\$22,803	\$22,803	\$22,803
450	307	Rappahannock Sec Ctr	6/9/2016	pos. 00061	R CKB	Office Expense	\$28,485	\$28,485	\$28,485
450	307	Rappahannock Sec Ctr	6/9/2016	pos. 00157	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
		Rappahannock Sec Ctr Total						\$126,622	\$126,622
455	307	Western Tidewater Reg. Jail	6/23/2016	pos. 00111	R CKB	Office Expense	\$27,860	\$27,860	\$27,860
455	307	Western Tidewater Reg. Jail	6/23/2016	pos. 00112	R CKB	Office Expense	\$27,860	\$27,860	\$27,860
455	307	Western Tidewater Reg. Jail	6/23/2016	pos. 00113	R CKB	Office Expense	\$27,860	\$27,860	\$27,860
455	307	Western Tidewater Reg. Jail	6/23/2016	pos. 00114	R CKB	Office Expense	\$27,860	\$27,860	\$27,860
		Western Tidewater Reg. Jail Total						\$111,440	\$111,440
465	307	Riverside Reg. Jail	6/17/2016	pos. 00194	R CKA	Office Expense	\$22,803	\$22,803	\$22,803
465	307	Riverside Reg. Jail	6/17/2016	pos. 00195	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
465	307	Riverside Reg. Jail	6/17/2016	pos. 00196	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
465	307	Riverside Reg. Jail	6/17/2016	pos. 00197	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
465	307	Riverside Reg. Jail	6/17/2016	pos. 00200	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00201	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00202	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00203	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00204	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00205	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00206	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00207	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00208	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00209	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00210	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00211	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00212	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00213	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00214	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00300	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00301	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432

465	307	Riverside Reg. Jail	6/17/2016	pos. 00302	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00417	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00419	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00420	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00421	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00426	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00427	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00428	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00429	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00430	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00431	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
465	307	Riverside Reg. Jail	6/17/2016	pos. 00432	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
		Riverside Reg. Jail Total						\$661,103	\$661,103
475	307	Hampton Roads Reg. Jail	7/1/2016	pos.220	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
475	307	Hampton Roads Reg. Jail	7/1/2016	pos.221	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
475	307	Hampton Roads Reg. Jail	7/1/2016	pos.222	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
475	307	Hampton Roads Reg. Jail	7/1/2016	pos 225	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
475	307	Hampton Roads Reg. Jail	7/1/2016	pos.227	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
475	307	Hampton Roads Reg. Jail	7/1/2016	pos.230	RPMED	Temporary	\$19,432	\$19,432	\$19,432
		Hampton Roads Reg. Jail Total						\$116,592	\$116,592
480	307	New River Reg. Jail	6/22/2016	pos. 00035	R C7	Temporary	\$31,010	\$31,010	\$31,010
480	307	New River Reg. Jail	6/22/2016	pos. 00042	R C7	Temporary	\$31,009	\$31,009	\$31,009
480	307	New River Reg. Jail	6/22/2016	pos. 00045	R C7	Temporary	\$31,009	\$31,009	\$31,009
480	307	New River Reg. Jail	6/22/2016	pos. 00049	R C7	Temporary	\$31,009	\$31,009	\$31,009
480	307	New River Reg. Jail	6/22/2016	pos. 00050	R C7	Temporary	\$32,631	\$32,631	\$32,631
		New River Reg. Jail Total						\$156,668	\$156,668
491	49	Southside Reg. Jail	6/27/2016	pos. 00022	R CKB	Office Expense	\$24,731	\$24,731	\$24,731
491	307	Southside Reg. Jail	6/28/2016	pos. 00026	R CKA	Office Expense	\$22,803	\$22,803	\$22,803
		Southside Reg. Jail Total						\$47,534	\$47,534
492	307	Southwest VA Reg. Jail	6/28/2016	pos.00100	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
492	307	Southwest VA Reg. Jail	6/28/2016	pos.00133	RPCLS	Office Expense	\$19,432	\$19,432	\$19,432
492	307	Southwest VA Reg. Jail	6/28/2016	pos.00134	RPCLS	Office Expense	\$22,412	\$22,412	\$22,412
492	307	Southwest VA Reg. Jail	6/28/2016	pos. 00139	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432
492	307	Southwest VA Reg. Jail	6/28/2016	pos. 00141	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432

495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00119	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00120	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00132	RPMED	Office Expense	\$19,432	\$19,432	\$19,432
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00134	R CKB	Office Expense	\$24,924	\$24,924	\$24,924
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00148	R CKA	Office Expense	\$24,924	\$24,924	\$24,924
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00183	R CKA	Office Expense	\$20,861	\$20,861	\$20,861
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00184	R CKB	Office Expense	\$22,229	\$22,229	\$22,229
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00185	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00186	RPTRT	Office Expense	\$21,424	\$21,424	\$21,424
495	307	Meherrin River Reg. Jail	6/24/2016	pos. 00187	RPTRT	Office Expense	\$19,432	\$19,432	\$19,432
		Meherrin River Reg. Jail Total						\$436,258	\$436,258
530	307	Buena Vista City	6/22/2016	pos. 0003	SECI	Temporary	\$23,315	\$23,315	\$23,315
		Buena Vista City Total					\$23,315	\$23,315	\$23,315
595	307	Emporia City	6/22/2016	pos. 0003	SECI	Temporary	\$22,803	\$22,803	\$22,803
		Emporia City Jail Total					\$22,803	\$22,803	\$22,803
		Grand Total						\$2,490,019	\$2,490,019

307-17-01: 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>
PAMUNKEY REGIONAL JAIL	SUPERINTENDENT	<p>6-29-16 Officer requests funding for the 5 new positions allocated to staff the Pamunkey Regional Jail expansion project. The facility will begin housing Inmates in the new sections of the facility on August 15, 2016.</p> <p>The Superintendent requests funding for the positions beginning July 1, 2016 in accordance with the provisions of Chapter 780, Item 69, Paragraph D, 2016 Acts of Assembly, which provides for funding up to 45 days prior to opening to allow for the employment of staff for training purposes where budgeted funds exist due to a delay in opening beyond the funded date.</p> <p>Staff notes that funding appropriated for these positions was based upon an anticipated opening date of June 1, 2016.</p>	\$170,643	Approved to begin funding for newly allocated positions effective July1, 2016 in accordance with the provisions of Chapter 780, Item 69 D.
CENTRAL VIRGINIA REG. JAIL	SUPERINTENDENT	<p>7-12-16 Officer requests funding for the 61 new positions allocated to staff the Central Virginia Regional Jail expansion project. The facility will begin housing inmates in the new sections of the facility on August 1, 2016.</p> <p>Officer requests funding for the positions beginning July 1, 2016, in accordance with the provisions of Chapter 780, Item 69, Paragraph D, 2016 Acts of Assembly, which provides for funding up to 45 days prior to opening to allow for the employment of staff for training purposes where budgeted funds exist due to a delay in opening beyond the funded date.</p> <p>Staff notes that funding appropriated for these positions was based upon an anticipated opening date of July 1, 2016.</p>	\$1,812,198	Approved to begin funding for newly allocated positions effective July1, 2016 in accordance with the provisions of Chapter 780, Item 69 D.

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BEDFORD COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 1, 2016 Acting Officer requests additional Temporary Funding in the amount of \$24,366.65. This is equivalent to position 00001 ATTIV in the amount of \$68,434 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 00001 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.
GOOCHLAND COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 5, 2016 Acting Officer requests additional Temporary Funding in the amount of \$32,750.81. This is equivalent to position 00002 ATTIV in the amount of \$91,981 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 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.

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MECKLENBURG COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 6, 2016 Acting Officer requests additional Temporary Funding in the amount of \$26,562.83. This is equivalent to position 00003 ATTIV in the amount of \$74,602 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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.
NELSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 7, 2016 Acting Officer requests additional Temporary Funding in the amount of \$19,215.52. This is equivalent to position 00003 ATTI in the amount of \$53,967 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 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.

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BUCHANAN COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 14, 2016 Officer requests an exception to policy to reduce the salary of position 00005 ATTA at \$34,183 to \$28,000. This is an 18.09% salary reduction.</p> <p>Officer states, effective July 16, 2016 the County of Buchanan is enforcing a budget reduction. This part-time position has previously been supplemented with local funds to be full-time, and will return to part-time status. The Turnover funds generated will be used to increase the salary, within policy, of a Comp Board position that will no longer receive a locality supplement.</p>	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.
GILES COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 28, 2016 Officer requests to transfer the vacant salary of pos. 00006, ATTI budgeted at \$53,967, to Temporary Funds from July 1, 2016 to September 30, 2016.</p> <p>Officer states he has a candidate to fill this position, but has to wait until October to receive the results of the Virginia State Bar exam.</p>	-0-	Approved per the Compensation Board's FY17 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	Amount Approved
071	772	Giles County	6/28/2016	pos. 00006	ATTI	Temporary	\$53,967.00	\$13,491.75	\$13,491.75
		Giles County Total						\$13,491.75	\$13,491.75

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEY	<p>July 1, 2016 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 FY17".</p>	-0-	Approved per the Compensation Board's FY17 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	Amount Approved
019	772	Bedford County	6/28/2016	pos. 00007	JSECA	Temporary	\$12,462.00	\$12,462.00	\$12,462.00
		Bedford County Total						\$12,462.00	\$12,462.00
670	772	Hopewell City	6/23/2016	pos. 00007	PA	Temporary	\$24,924.00	\$24,924.00	\$24,924.00
		Hopewell City Total						\$24,924.00	\$24,924.00
680	772	Lynchburg City	6/27/2016	pos. 00013	JATTI	Temporary	\$54,120.00	\$54,120.00	\$54,120.00
680	772	Lynchburg City	6/27/2016	pos. 00017	SEC	Temporary	\$24,924.00	\$24,924.00	\$24,924.00
680	772	Lynchburg City	6/27/2016	pos. 00019	SEC	Temporary	\$24,924.00	\$24,924.00	\$24,924.00
		Lynchburg City Total						\$103,968.00	\$103,968.00
		Grand Total						\$141,354.00	\$141,354.00

FLUVANNA COUNTY	COMMONWEALTH'S ATTORNEY	<p>July 15, 2016 Officer requests to give a 10% Internal Salary Adjustment increase to position 00003 currently CPII at \$64,480 to be CPII at \$70,928, effective July 10, 2016.</p> <p>Staff notes there are Turnover funds available to fund the base salary increase. The overall Career Prosecutor program cost for this office is increased by \$1,051.</p>	\$1,051.00	Approved as Requested
-----------------	-------------------------	---	------------	-----------------------

772-17-01: COMMONWEALTH'S ATTORNEY

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 15, 2016 Officer requests an exception to the Personnel Change policy to Transfer the employee in position 00002, AAll, pay band 5, at \$34,194 to position 00004, PA, pay band 2 at \$37,613. This is a 10% salary increase in the employee's current salary.</p> <p>Officer states a Paralegal position in his office is considered to be a promotion above a Senior Administrative staff position. The Compensation Board Classification policies do not allow his office to properly classify his staff positions to reflect the correct level of duties being performed.</p> <p>Staff notes the paralegal classification is in a lower pay band on the Compensation Board pay structure than the Senior Administrative pay band.</p>	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.
DICKENSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 29, 2016 Officer requests emergency Temporary funds in the amount of \$49,982.40 to fund two full-time administrative positions from July 1, 2016 to June 30, 2017. Officer calculates the salaries as follows:</p> <ul style="list-style-type: none"> • \$9.61 per hour, for 40 hours per week, for 52 weeks = \$19,988.80 • \$14.42 per hour, for 40 hours per week, for 52 weeks = \$29,993.60 <p>Officer states, the Dickenson County budget reduction has resulted in the loss of funding for a part-time secretary position and if the funding outlook for the county does not improve, the county may consider ceasing funding for a full-time County funded position effective December 26, 2016.</p> <p>The County Board of Supervisors has also sent a letter of support for the Commonwealth's Attorney request.</p> <p>Staff notes: this office has the elected officer, two full-time Assistant Commonwealth's Attorney positions, and one Administrative Staff position, is Ranked 1st for Staffing Standards Administrative position need, is due 2 FTE and is in 162.50% of Need.</p>	\$49,982.40	The Compensation Board approved one-time temporary salaries funding in the amount of \$6,110 based upon the loss of funding for a part-time administrative position and current staffing standards need and rank, for the period of July 1, 2016 through December 31, 2016. This amount is based upon the entry level salary for a Secretary classification of \$24,435/\$11.75 per hour for 20 hours per week for 26 weeks = \$6,110. The Board notes that any further requests related to this matter would require a status update regarding additional locality funding actions taken and additional funding consideration cannot be guaranteed.

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PATRICK COUNTY	COMMONWEALTH'S ATTORNEY	<p>June 29, 2016 Officer requests emergency Temporary funds in the amount of \$19,920 to fund a full-time prosecutor. Officer calculates the salary from August 1, 2016 to November 30, 2016 at \$30.00 per hour, for 8 hours per day, for 83 days = \$19,920.</p> <p>Staff notes this is a request for additional one-time funding to continue assistance provided by the Board from February-May, 2016, and Officer provides a status update on the caseload for which prior one-time funding was approved: Of the three murder trials pending in Circuit Court one was recently completed with an appeal anticipated, the second murder entered a NGR1 plea with a commitment review set for July 25, and the 157 drug cases were indicted. The third murder is still unsolved pending a special investigative grand jury being empaneled, and the 157 drug cases (51 defendants) will be set for jury trials in Sept-Nov.3</p> <p>Staff notes this office has only the elected officer and one Assistant Commonwealth's Attorney position that is presently vacant, is Ranked 23rd for Staffing Standards Attorney position need, is due 1 FTE and is in 49.67% of Need.</p> <p>Officer also states the most qualified applicant for the currently vacant Assistant Commonwealth's Attorney position recently moved to the area from Connecticut and is awaiting her bar license be admitted by motion which could take 2-6 months. During this period, the position vacancy savings are being used to fund the new incumbent in a paralegal capacity.</p>	\$19,920	Approved as an exception to policy, based upon the specific conditions stated by the officer. The Compensation Board notes that it does not anticipate approval of additional requests related to this matter.

772-17-01: COMMONWEALTH'S ATTORNEY

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u> VARIOUS	<u>OFFICER</u> COMMONWEALTH'S ATTORNEY	<u>REQUEST</u> June 2, 2016 Officers request to transfer base Temporary Funds to fund salary increases and Class/Role changes to the following positions, effective July 1, 2016, within CB policy. Each Officer also states, "I 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."	<u>TOTAL COST</u> -0-	<u>COMPENSATION BOARD ACTION</u> The Compensation Board approved total transfers of \$11,636 from base Temporary Funds to effect the salary actions requested by the officers in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officers' base Temporary Fund salary budgets 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
071	772	Giles County	6/2/2016	Temporary	AAll	pos. 00001	\$36,725.00	\$40,398.00	\$3,673.00	3,673
071	772	Giles County	6/2/2016	Temporary	AAll	pos. 00005	\$33,386.00	\$36,725.00	\$3,339.00	3,339
		Giles County Total							\$7,012.00	7,012
117	772	Mecklenburg County	7/6/2016	Temporary	ATIII	pos. 00007	\$68,434.00	\$73,058.00	\$4,624.00	4,624
		Mecklenburg County Total							\$4,624.00	4,624
		Grand Total							\$11,636.00	11,636

771-17-01: 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>
BRUNSWICK COUNTY	COMMISSIONER	<p>July 1, 2016 Acting Officer requests additional Temporary Funding in the amount of \$8,849.83. This is equivalent to position 00003 DII, budgeted at \$24,924 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 DII is not vacant during the period in which I am the Acting Treasurer, consequently funds cannot be transferred from this position.</p>	-0-	Approved at no additional cost to the Compensation Board.

774-17-01: TREASURERS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF COVINGTON	TREASURER	<p>July 1, 2016 Acting Officer requests additional Temporary Funding in the amount of \$7,765.79. This is equivalent to position 00002 DI, budgeted at \$21,871 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 DI is not vacant during the period in which I am the Acting Treasurer, consequently funds cannot be transferred from this position.</p>	-0-	Approved at no additional cost to the Compensation Board.

774-17-01: TREASURERS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF COLONIAL HEIGHTS	TREASURER	<p>July 1, 2016 Acting Officer requests additional Temporary Funding in the amount of \$11,891.02. This is equivalent to position 00003 DIII, budgeted at \$33,489 from July 1, 2016 to November 8, 2016. The election will be held on November 8, 2016.</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 DIII is not vacant during the period in which I am the Acting Treasurer, consequently funds cannot be transferred from this position.</p>	-0-	Approved at no additional cost to the Compensation Board.

773-17-01: 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>
TAZEWELL COUNTY	CIRCUIT COURT CLERK	May 24, 2016 Officer requests to transfer Turnover Funds in the amount of \$1,705 to base Temporary Funds.	-0-	Approved per the Compensation Board's FY17 Budget Priorities and Policies. This is a base budget transfer.

FIPS	Office Code	Locality Name	Request Date	From Category	From Position	To Category	Amount Available	Amount Requested	Pro Rated
185	773	Tazewell County	5/24/2016	Turnover	00004	Temporary	\$1,705.00	\$1,705.00	\$1,705.00
		Tazewell County Total							\$1,705.00

773-17-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u> VARIOUS	<u>OFFICER</u> CIRCUIT COURT CLERK	<u>REQUEST</u> July 1, 2016 Officers request to transfer the vacant annual salaries of the following positions to Temporary Salaries Funds.	<u>TOTAL COST</u> -0-	<u>COMPENSATION BOARD ACTION</u> Approved per the Compensation Board's FY17 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 FY17".

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	July Amount Requested	Pro Rated July Amount Approved
081	773	Greenville County	6/24/2016	pos. 00005	BKKR	Temporary	\$9,374.00	\$9,374.00	\$9,374.00
		Greenville County Total						\$9,374.00	\$9,374.00
101	773	King William County	6/24/2016	pos. 00004	GOC	Temporary	\$20,452.00	\$20,452.00	\$20,452.00
		King William County Total						\$20,452.00	\$20,452.00
105	773	Lee County	7/1/2016	pos. 00003	SCT	Temporary	\$581.00	\$581.00	\$581.00
		Lee County Total						\$581.00	\$581.00
550	773	Chesapeake City	6/29/2016	pos. 00026	GOC	Temporary	\$20,452.00	\$20,452.00	\$20,452.00
		Chesapeake City Total						\$20,452.00	\$20,452.00
		Grand Total						\$50,859.00	\$50,859.00

DICKENSON COUNTY

CIRCUIT COURT CLERK

July 1, 2016 Officer requests emergency Temporary funds in the amount of \$28,787.20 to fund one full-time Financial Deputy Clerk position from July 1, 2016 to June 30, 2017. Officer calculates the salary at \$13.84 per hour, for 40 hours per week, for 52 weeks = \$28,787.20.

\$28,787.20

The Compensation Board approved one-time temporary salaries funding in the amount of \$6,110 based upon the loss of funding for a part-time administrative position and current staffing standards need, for the period of July 1, 2016 through December 31, 2016. This amount is based upon the entry level salary for a Deputy Clerk classification of \$24,435/\$11.75 per hour for 20 hours per week for 26 weeks = \$6,110. The Board notes that any further requests related to this matter would require a status update regarding additional locality funding actions taken and additional funding consideration cannot be guaranteed.

Officer states, the Dickenson County budget reduction has resulted in the loss of funding for a part-time position. If the funding outlook for the county does not improve, the county may consider ceasing funding for a full-time County funded position as early as January 2017.

The County Board of Supervisors has also sent a letter of support for the Clerk's request.

Staff notes: this office has the elected officer and three Deputy Clerk positions, is Ranked 31st for Staffing Standards position need, is due 1 FTE and is in 25.69% of Need.

OTHER MATTERS

NEW BUSINESS:

			REGULAR DOCKET		
<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 #16/12	N/A	Approved	
2. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, August 24, 2016 at 10:00 a.m. and Wednesday, September 28, 2016 at 10:00 a.m.	N/A	Confirmed	
3. CONSTITUTIONAL OFFICER ASSOCIATION PRESIDENTS	COMPENSATION BOARD	Congratulations and thank you letters to incoming and outgoing presidents of the Treasurers' Association of Virginia and Virginia Association of Regional Jails. Letters for remaining associations with leadership changes later this year will be presented at the August board meeting.	N/A	Approved	
4. VIRGINIA CENTER FOR POLICING INNOVATION	COMPENSATION BOARD	In accordance with Chapter 780, Item 69, paragraph M., VCPI requests funding of \$1,064,770 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	
5. FINES & FEES FORMS	COMPENSATION BOARD	Staff notes that no changes were made to the draft Guidelines and Form for Contracts, updated effective July 1, 2016, presented at the June Meeting. The final was provided to Commonwealth's Attorneys on July 7, 2016 as previously presented.	NA	Noted	

OTHER MATTERS

NEW BUSINESS:

		REGULAR DOCKET		
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
6. FY16 TECHNOLOGY TRUST FUND COLLECTIONS & FY17 BUDGETING	COMPENSATION BOARD	<p>FY16 Collections: Preliminary FY16 collections totaled \$6,871,993.17, which is an increase of 4.47% compared to FY15. Final FY16 collections will be available the last week of July.</p> <p>FY16 Expenditures: FY16 Expenditures of Clerks' budgeted Technology Trust Funds totaled \$3,423,984.53, or 69.86% of budgeted TTF. FY16 unbudgeted prior year collections and unexpended FY16 collections amounts for the entire fund totaled \$3,807,330.73.</p> <p>FY17 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 preliminarily recommends a maximum line of credit allocation of \$6.3 million based upon FY16 actual collections (est 11 months of collections, as June collections cannot be expended until the subsequent fiscal year). Combined with prior year cash balances and based on preliminary FY16 collections, total amounts available for budgeting are \$10.1 million, less \$1.98 million for GF budget needs and \$80,000 for administrative expenses, providing a total of \$6.40 million in \$4 TTF and \$1.79 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 FY17 collections.</p> <p>Actual budgeting of these amounts based upon requests by Clerks will be presented for consideration by the Board at its September 28, 2016 meeting.</p>	N/A	Approved

FOR YOUR INFORMATION
 NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #17/01
July 20, 2016**

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 #17/01 July 20, 2016

307-17-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>RECOMMENDED COMPENSATION BOARD ACTION</u>
CHESTERFIELD COUNTY	SHERIFF	<p>July 1, 2016 Officer requests to transfer the vacant annual salary of position 00127 to Office Expense.</p> <p>The officer states, "I do not intend to fill this position in FY17."</p>	-0-	Approved per the Compensation Board's FY17 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
041	307	Chesterfield County	7/19/2016	Pos.00127	Pmed	Office Expense	\$19,432	\$19,432	\$19,432
		Chesterfield County						\$19,432	\$19,432

OTHER MATTERS NONE.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
 Date: July 20, 2016
 Time: 10:00 a.m.
 Location: Compensation Board Conference Room
 Oliver Hill Building, 102 Governor Street
 Richmond, VA 23219
 Members: Susan Swecker, Chairman (present)
 Craig Burns, Ex Officio member (present)
 Martha Mavredes, Ex Officio member (present)