

COMPENSATION BOARD DOCKET #11/02

August 25, 2010

EMPLOYEE RECOGNITION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESTERFIELD COUNTY	SHERIFF	<p>8-2-2010 from Pam Lester, Chesterfield County Sheriff's office, regarding Regina Hill:</p> <p>"I would like to bring to your attention what a fine employee you have: Regina Hill. She is very, very helpful any/every time I have to contact her regarding any State Comp board issue and she is ALWAYS extremely pleasant and eager to assist me. I wanted to make sure she gets the recognition she so much deserves for her kind ways and eagerness to help. She is outstanding!!!"</p>	N/A	The Compensation Board wishes to thank the Sheriff's office for their kind remarks.

307-11-02: SHERIFFS & REGIONAL JAILS
NONE.

717-11-02: DIRECTORS OF FINANCE
NONE.

772-11-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLUVANNA	COMMONWEALTH'S ATTORNEY	Officer requests to transfer the annual salaries from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY11.	\$0	Approved per the Compensation Board's FY11 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
065	772	Fluvanna County	06/04/10	pos. 00004	PA	Temporary	23,723	23,723
		Totals					114,493	114,493

771-11-02: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CULPEPER COUNTY	COMMISSIONER OF THE REVENUE	8-12-2010 Officer requests to transfer \$5,910 from Base Temporary Funds to Pos. 00001, DII, budgeted at \$2,740.00.	\$0	The Compensation Board approved a transfer of \$5,910 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 base temporary funds budget in the current as well as subsequent fiscal years.

774-11-02: TREASURERS NONE.

773-11-02: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VIRGINIA BEACH	CIRCUIT COURT CLERK	<p>8-25-10 Officer requests to reinstate salaries of positions 00002, 00041 and 00048, reduce the salary of position 00058 (vacant) to be "unfunded", and then transfer the remaining \$15,532 to the base Part-time /Temporary Budget category. Officer requests this as an alternative to the salary reductions implemented to achieve the budget reduction originally approved by the Board for FY11. Officer states, if approved, this will enable her to hire quality personnel.</p> <p>Position 00002- GOC - \$19,856 to \$23,796 Position 00041- DCI - \$ 23,723 to \$23,796 Position 00048- SCT - \$23,723 to \$26,009 Position 00058- DCI- \$23,723 to \$0.00</p> <p>The Clerk currently has 6 "unfunded" positions, no positions below the pay band minimum, and no Part-time/Temporary funds budgeted.</p>	\$0	Approved as a one-time exception to policy, based upon the specific conditions stated by the officer.
VARIOUS	CIRCUIT COURT CLERK	Officers request to transfer the annual salaries from vacant positions to Temporary Funds. Officers do not intend to fill these positions within FY11.	\$0	Approved per the Compensation Board's FY11 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
155	773	Pulaski County	06/09/10	pos. 00006	SCT	Temporary	\$10,478	\$10,478
183	773	Sussex County	06/09/10	pos. 00003	GOC	Temporary	\$16,338	\$16,338
		Totals					\$26,816	\$26,816

OTHER MATTERS

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #11/01.	N/A	Approved.
2.	MONTHLY ACTIVITY REPORT-LIDS AUDIT, JAIL COST REPORT REVIEWS & ANNUAL LIDS AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents monthly activity for Local Inmate Data Systems (LIDS), Jail Audits, Jail Cost Report Reviews & Annual LIDS Audit Status Report.	N/A	Noted.
3.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday September 22, 2010 and Wednesday, October 27, 2010.	N/A	Approved.
4.	TECHNOLOGY TRUST FUND COLLECTIONS AND FY11 BUDGETING	CIRCUIT COURT CLERKS	<p>FY11 Collections: FY11 collections for July totaled \$551,300.50, which is a 31.09% decrease compared to July FY10.</p> <p>FY11 Expenditures: The FY11 TTF budget request process continues through August 31, 2010. Requests for funding will be considered on the September docket.</p>	N/A	Noted.
5.	FY10 BUDGET DEVELOPMENT PROCESS	COMPENSATION BOARD	Staff presents preliminary plan for Fall, 2010 budget amendment process.	N/A	Approved.

FOR YOUR INFORMATION
NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #11/02
August 25, 2010**

NO CLOSED MEETING

1) MOTION FOR "CLOSED MEETING" by _____. (_____ 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 _____: 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 _____: I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

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

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

**HANDCARRY
COMPENSATION BOARD DOCKET #11/02
August 25, 2010**

EMPLOYEE RECOGNITION
NONE.

307-11-02: SHERIFFS & REGIONAL JAILS
NONE.

717-11-01: DIRECTORS OF FINANCE
NONE.

772-11-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GRAYSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>7-28-2010 Officer requests to transfer \$10,615 from Temporary Funds to Position 00004 , ATTI, budgeted at \$45,385. Officers states due to her experience that the new salary, 56,000, is more in line with her previous salary \$64,000.</p> <p>Staff notes this office has 1 unfunded administrative position.</p> <p>Officer acknowledges that due to budget reductions he currently has unfunded authorized positions, 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 attorney and/or staff positions should a legislative decision be made in the future to restore reduced funding.</p>	\$0	The Compensation Board approved a transfer of \$10,615 from Temporary Funds to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's Temporary Fund budget in the current as well as subsequent fiscal years.

771-11-01: COMMISSIONERS OF THE REVENUE
NONE.

774-11-01: TREASURERS
NONE.

773-11-01: CIRCUIT COURT CLERKS
NONE.

OTHER MATTERS
NONE.

FOR YOUR INFORMATION
NONE.

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Public Body: Compensation Board
Date: August 25, 2010
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 (absent)