

COMPENSATION BOARD DOCKET #16/02

August 19, 2015

EMPLOYEE RECOGNITION
NONE.

307-16-02: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RIVERSIDE REGIONAL JAIL	SUPERINTENDENT	<p>7-20-2015 Officer requests a second LIDS Technician position, class code RLT2 at the minimum of \$34,141.</p> <p>The second LIDS Technician will assist with the day-to-day operation of the CORIS system, daily batch up loads and monthly submissions. Due to the number of inmates housed at RRJA a second LIDS Technician is needed to audit and reconcile the monthly entries.</p> <p>RRJA's fiscal year 2015 average daily population (ADP) was 1,461. The current ADP for the Main Jail is 1,259 and for the Pre-Release Center is 165, not including the Federal Bureau of Prison Inmates.</p> <p>Staff notes, Officer has provided a comparison of other Regional Jails with more than one LIDS Technician whose LIDS ADP per FY13 Jail Cost Report and DOC Rated Capacity per FY13 Jail Cost Report is less than that of RRJA. These regional jails are all multi-site facilities located in separate localities.</p>	\$34,141	The Compensation Board did not approve the request for an additional position, as there are no additional LIDS Technician positions available to allocate at this time.

307-16-02: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HAMPTON ROADS REGIONAL JAIL	SHERIFF	<p>8-13-2015 Officer requests to transfer \$5,030 from base Temporary Funds in order to fund a Class Change for position 00069, RC8, currently budgeted at \$32,425 to an RC9 at \$35,443, and for position 00192, RC8, currently budgeted at \$32,425 to an RC9 at \$35,443. The new salaries will be effective September 1, 2015.</p> <p>"I David R. Simons, acknowledge that due to budget reductions, I currently have unfunded authorized positions. I understand that taking action to move base Temporary Personnel 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> <p>Officer further requests that \$174,888 of funds from nine RPMED positions below that were transferred to Office Expense on the July Docket be restored to position salaries effective September 1, 2015</p> <p>Staff notes the prorated amount to be transferred back to permanent salaries is \$145,737.</p>	-0-	<p>The Compensation Board approved a transfer of \$5,030 from base temporary salaries to effect the salary actions 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 salaries budget in the current as well as in subsequent fiscal years.</p> <p>The Compensation Board further approved to transfer back to permanent salaries the pro-rated amount of \$145,737 to support the nine listed positions effective September 1,2015.</p>

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. 00225	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00226	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00227	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00228	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00229	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00232	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00242	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00243	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
475	307	Hampton Roads Reg Jail	6/8/2015	pos. 00245	RPMED	Office Expense	\$19,432	\$19,432	\$16,193
		Hampton Roads Reg Jail Total						\$174,888	\$145,737

772-16-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DICKENSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>August 5, 2015 Officer requests to transfer base Temporary Salary Funds in the amount of \$3,273 to increase the annual salary of position 00002 currently AAll at \$32,731 to be \$36,004, effective August 1, 2015, within Compensation Board policy.</p> <p>Officer also states, "I Joshua Newberry, 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 \$3,273 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 base 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
051	772	Dickenson County	8/5/2015	Temporary	AAll	pos. 00002	\$32,731	\$36,004	\$3,273	\$3,000.25
	Totals							\$36,004.00	\$3,273.00	\$3,000.25

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
COLONIAL HEIGHTS CITY	COMMONWEALTH'S ATTORNEY	<p>August 11, 2015 Officer requests to transfer base Temporary Salary Funds in the amount of \$2,645 to increase the annual salary of position 00007 currently ATTI at \$52,909 to be \$58,200, effective August 1, 2015, within Compensation Board policy.</p> <p>Available Turnover funds will also be used to fund the balance of the salary increase.</p> <p>Officer also states, "I William Bray, 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 \$2,645 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 base 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
570	772	Colonial Heights City	8/11/2015	Temporary	ATTI	pos. 00007	\$52,909	\$58,200	\$2,645	\$2,424.58

772-16-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NORFOLK CITY	COMMONWEALTH'S ATTORNEY	<p>July 1, 2015 Officer requests reconsideration of the FY16 Reallocation Policy.</p> <p>Officer states, "This office remains steadfast in our position that the current Staffing Standards do not fully and fairly reflect our diligent work and the work of our colleagues statewide as the reported data and resulting analysis used for calculating the Staffing Standards is significantly compromised. With each jurisdiction in the state recording its caseload in a different way, it is impossible for the Staffing Standards to be considered a universal accounting of the work of prosecutors in Virginia. In addition, the data lacks a qualitative component in assessing the varying types of cases and the associated volume of work from jurisdiction to jurisdiction."</p> <p>Officer also states, "Consistent with the ongoing dialogue to seek improvements to the current Staffing Standards and Position Reallocation Policy, this office remains supportive of the SCB, the Commonwealth's Attorneys' Services Council (CASC), and the Virginia Association of Commonwealth's Attorneys (VACA) working together to find and establish a consistent method for valuing prosecutors' collective work while respecting significant differences in the work to achieve better equity in resource allocation statewide.</p>	-0-	<p>The Compensation Board notes that the officer attended the meeting to present his request and concerns and at that time amended his request to seek exception for just one of the three positions subject to being held vacant under the reallocation policy in FY16, in consideration of the potential harm to other offices significantly in need of additional positions according to the staffing standards.</p> <p>The Compensation Board wishes to thank Commonwealth's Attorney Underwood for presenting his concerns, however the Board did not approve continued exception to the application of the position reallocation policy in his office, and the office will remain subject to having three positions held vacant under the policy upon attrition in FY16.</p>

772-16-02: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NEWPORT NEWS CITY	COMMONWEALTH'S ATTORNEY	<p>August 12, 2015 Officer requests reconsideration of the FY16 Reallocation Policy.</p> <p>Officer states, "The calculation utilized to reach this decision does not reflect our office's workload.</p> <p>* Felony defendants whose cases are resolved in District Courts are not counted. Such resolutions occur daily in Newport News, as there is no pre-screening of felony charges at arrest. According to the Newport News Police Department (NNPD), during the period from July 1, 2014 through June 30, 2015, NNPD made 4,643 felony arrests.</p> <p>* Misdemeanor defendants who appeal their cases from District Courts to Circuit Court are not counted.</p> <p>* Misdemeanor defendants whose cases are resolved in District Courts are not counted. While Commonwealth's Attorney's offices are not required to prosecute misdemeanors in District Courts, understandably citizens demand prosecutors handle quality life crimes. In Newport News, we prosecute such misdemeanors including, but not limited to, DUI, Prostitution, Domestic Assault and Battery, Crimes on School Property, Distribution/Possession with intent to Distribute Marijuana, Firearms Violations, Sexual Battery and Stalking. From July 1, 2014 through June 30, 2015 Newport News Police made 1,879 arrests involving misdemeanors prosecuted by the Commonwealth's Attorney's office.</p> <p>* Cold case investigations of homicides and other violent crimes are not counted. We utilize the Multi-jurisdictional Grand Jury, maintained in Newport News on a monthly basis to further the investigations, with the goal of eventual prosecution of these cases.</p> <p>* Felony defendants whose cases are not certified or transferred to Circuit Court and remain in Juvenile & Domestic Relations Court are not counted.</p> <p>* Felony defendants whose cases are registered with Newport News Drug Court are not counted."</p> <p>Officer also states, "Although I understand the necessity for looking at numbers and statistics, numbers don't begin to tell the story of commitment, sacrifice and dedication that is exhibited by the staff here. Statistics don't begin to measure the time spent with the emotional investment in victims or the countless hours in the office on weekends away from family."</p>	-0-	<p>The Compensation Board did not approve the officer's request for reconsideration of the application of the position reallocation policy in his office, and the office will remain subject to having one position held vacant under the policy upon attrition in FY16.</p> <p>The staffing standards capture two workload measures for all offices that are representative of the workload required by statute for all Commonwealth's Attorneys, and this workload is weighted in a formula that determines the Commonwealth's share of staffing to be provided to support statutory obligations. The standard is not designed to capture every type of work activity in every office, but is designed to measure work activities that are representative and comparable across all offices to objectively allocate resources in a proportional manner across all offices.</p>

771-16-02: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SCOTT COUNTY	COMMISSIONER OF THE REVENUE	<p>August 11, 2015 Acting Officer requests additional Temporary Funding in the amount of \$8,827.62. This is equivalent to position 00003 DIV, budgeted salary \$34,224 from August 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 DIV is not vacant during the period in which I am 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.

774-16-02: TREASURERS NONE.

773-16-02: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MADISON COUNTY	CIRCUIT COURT CLERK	<p>July 27, 2015 Acting Officer requests additional Temporary Funding in the amount of \$9,201.63. This is equivalent to position 00003, DCIV, budgeted salary \$35,674 from August 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 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:

	<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 #16/01.	N/A	Approved
2.	COMPENSATION BOARD MEETING	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, September 30, 2015 at 11:00am, and Wednesday, October 28, 2015 at 11:00am.	N/A	Confirmed
3.	FY17-18 BUDGET DEVELOPMENT PROCESS	COMPENSATION BOARD	Staff provides overview of budget development process and potential budget amendment items for submission to DPB.	N/A	Approved
4.	CONVERSION OF PART-TIME COMMONWEALTH'S ATTORNEYS TO FULL-TIME	COMMONWEALTH'S ATTORNEY	Staff provides information to the Compensation Board regarding the conversion of Commonwealth's Attorney's offices from Part-Time to Full-Time status. Of 4 part-time Commonwealth's Attorney's offices eligible to elect conversion to full-time status, no office made such an election. Consequently, no budget amendment seeking funding for office conversions will be necessary.	N/A	Noted
5.	TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	Collections: FY16 collections for July totaled \$652,747.99, an increase of 12.91% compared to July collections in FY15. TTF Budgeting: FY16 TTF requests are currently being submitted by Clerks and will be presented for consideration by the Board at its September 30, 2015 meeting.	N/A	Noted

CLOSED MEETING
COMPENSATION BOARD DOCKET #16/02
August 19, 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.

H A N D C A R R Y
COMPENSATION BOARD DOCKET #16/02
August 19, 2015

307-16-02: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LYNCHBURG CITY	SHERIFF	7-28-2015 Officer requests to transfer the remaining salary of \$28,328.17 from vacant position 00009, budgeted at \$29,081, to Temporary Funds effective July 11, 2015- June 30, 2016. Due to the position Reallocation Policy, this office must hold nine (9) positions vacant in FY16; however, vacancy savings from the position(s) held vacant may be transferred to another budget category for expenditure.	-0-	Approved in accordance with the position reallocation policy for FY16. This is a one-time transfer, not in the base budget

OTHER MATTERS

NONE.

FOR YOUR INFORMATION

NONE.

Public Body: Compensation Board

Date: August 19, 2015

Time: 11:00 a.m.

Location: Compensation Board Conference Room

Oliver Hill Building, 102 Governor Street

Richmond, VA 23219

Members: Susan Swecker, Chairman (present)

Martha Mavredes, ex-officio member (present)

Craig Burns, ex-officio member (present)

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