

COMPENSATION BOARD DOCKET #09/05

November 19, 2008

EMPLOYEE RECOGNITION
NONE

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------------|----------------|---|-------------------|--|
| NORTHUMBERLAND COUNTY | SHERIFF | <p>10-23-08 Officer requests an exception to the 90-Day Vacancy policy for Pos. 00016, budgeted at \$33,147 in order to switch the Compensation Board funded employee with a locally funded employee.</p> <p>Officer states that the employee currently in Pos. 00016 has been demoted from a supervisory position and there is a locally funded employee who is qualified to perform at the supervisory level as an L9.</p> | \$8,286.75 | Approved as an exception to policy, based upon the specific conditions stated by the officer. |
| GREENE COUNTY | SHERIFF | <p>10-28-08 Officer request an exception to the 90-Day Vacancy policy for Pos. 00010, budgeted at \$23,723 vacant effective 10/26/08.</p> <p>Officer states that the forced termination of this employee was necessary and the loss is detrimental to the overall operation of the communications center.</p> | \$5,930.76 | The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09. |
| MIDDLESEX COUNTY | SHERIFF | <p>11-05-08 Officer requests an exception to the 90-Day Vacancy policy for Pos. 00006, budgeted at \$34,967, vacant effective 10/31/08.</p> <p>Officer states that this is the only Administrative Staff Specialist position in the office and he has no clerical staff; therefore it is a great need and urgency to fill this position immediately. Currently, there is a person in place to fill the position if this exception is granted.</p> | \$8,741.76 | The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09. |

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|----------------------|----------------|--|-------------------|--|
| ISLE OF WIGHT COUNTY | SHERIFF | <p>11-05-08 Officer requests an exception to the 90-Day Vacancy policy for Pos. 00001, budgeted at \$35,268, vacant effective 11/30/08.</p> <p>Officer states that in addition to the retirement of the person in Pos. 00001, two locally funded court positions have also retired creating a major shortage of trained court personnel. The courts are currently being operated with a skeleton crew, pulling deputies off the road and investigators from their cases in order to handle the requirements of the court. Beginning January 2009, the courts will go to 5 days per week which increases the services required to operate the court services division. Officer requests to fill this position on December 1, 2008 instead of March 1, 2009.</p> | \$8,817 | The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09. |
| WYTHE COUNTY | SHERIFF | <p>11-07-08 Officer requests an exception to the 90-Day Vacancy policy for Pos. 00029, budgeted at \$30,478 in order to switch the Compensation Board funded employee with a locally funded employee.</p> <p>Officer states that the employee currently is Pos. 00029 will go back to being the School Resource Officer at the deputy's request. They will in turn switch the current School Resource Officer into Pos. 00029 with no changes in salary.</p> | \$7,619.48 | Approved as an exception to policy, based upon the specific conditions stated by the officer. |
| PITTSYLVANIA COUNTY | SHERIFF | <p>10-2-08 Officer provides documentation and requests in accordance with §15.2-1606 <u>Code of Virginia</u>, to reimburse the County of Pittsylvania for Defense Counsel at \$36,724.33.</p> <p>Staff notes that appropriateness of payment in this matter was determined at the October 15, 2008 board meeting.</p> | \$36,724.33 | Approved as requested, in accordance with Sec 15.2-1606 Code of Virginia. |

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------------------------|----------------|--|-------------------|---|
| WESTERN TIDEWATER REGIONAL JAIL | SUPERINTENDENT | <p>10-16-08 The Superintendent is requesting a staffing analysis of the regional jail due to low staffing levels.</p> <p>Western Tidewater Regional Jail has an operating capacity of 552 inmates which includes 180 beds built for housing federal inmates. The current average daily population is 789 inmates per day of which 600 are payable state and local responsible inmates. The Compensation Board currently funds 139 positions 117 of which are correctional positions. This is the same number of positions being funded since 1995 despite a staffing study in 2003 that indicated a need for additional staff. The Superintendent states that they house substantially more mentally ill inmates with no additional security staff or medical positions.</p> <p>The Superintendent states that while he understands that a staffing study would not obligate the Compensation Board to fund any additional positions, he feels it is important to identify the critical need for jail officers at his jail.</p> <p>Staff notes that Department of Corrections conducted a staffing study in December of 2003, noting a need for 7 corrections positions and 1 non-sworn position. This recommendation would provide a maximum staffing level of 1 officer per 3 beds of operating capacity. At that time the average daily population was 621, of which 513 were payable state and local responsible inmates.</p> <p>Based upon current inmate populations the jail is due 37 emergency corrections positions.</p> | \$0 | <p>The Compensation Board did not approve the request for an updated staffing analysis. Although, the Board recognizes the increased crowding in the facility, an existing recommendation by the Department of Corrections exists for staffing needs for the facility, and Compensation Board staffing standards and appropriation act language identify a need for overcrowding staff based upon current jail population. In the absence of any changes in facility structure or operation, the Board does not recommend the Department of Corrections expend the resources to conduct another analysis when an analysis was performed within the last five years.</p> |

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|--|----------------|--|-------------------|---|
| PRINCE WILLIAM/ MANASSAS REGIONAL JAIL | SUPERINTENDENT | <p>11-10-08 Superintendent requests funding for the 57 new jail positions to staff Phase I, 200 bed expansion to the Prince William- Manassas Regional Adult Detention Center. Officer states they began housing inmates on November 4, 2008 with a final completion date of August 24, 2008 and temporary ADC occupancy on July 18, 2008. The locality began hiring staff in increments to be trained beginning in October 2007.</p> <p>Officer requests early funding for positions based upon a delay from the budgeted opening date of October 1, 2008, in accordance with the provisions of paragraph D, Item 69, Chapter 879, 2008 Acts of Assembly.</p> | \$1,336,812 | Approved per the Compensation Board's FY09 Budget Priorities and Policies to begin reimbursement effective October 1, 2008 as positions are filled. |

772-09-05: 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>11-12-2008 Effective 10-21, 2008, Acting Commonwealth's Attorney requests additional Temporary Funding at \$25,437.90. This is equivalent to position #00010 ATTIV at \$64,817 from October 21, 2008 to March 10, 2009. The special election will be held on March 10, 2009.</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 #00010 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. |

771-09-05: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------------|----------------|---|-------------------|--|
| CITY OF CHARLOTTESVILLE | COMMISSIONER | 11-13-08 Due to the FY09 Position Reallocation Policy, Charlottesville Commissioner's Office is subject to the loss of one (1) full time position. Position 00006 became vacant on 10/31 and cannot be filled for the duration of the fiscal year. According to Compensation Board policy, the Officer wishes to transfer the unused salary \$11,893 from Position 00006 to Temporary Funds with the understanding that these funds must be expended in the current fiscal year and will not be carried over into FY10. | \$0 | Approved per the Compensation Board's FY09 Budget Priorities and Policies. |

774-09-05: TREASURERS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|----------------|---|-------------------|---|
| LEE COUNTY | TREASURER | 10-17-08 Officer requests an exception to the vacancy savings transfer policy to transfer 6 weeks of the salary of position 00004, CDI, Budgeted at \$33,885 to Temp Funds. Deputy is on unpaid Maternity Leave effective 10/20 and is expected to return 12/1. Officer states that she is in an emergency situation without her Chief Deputy in the peak of tax season. Staff notes Position 00004 represents 50% of her Comp Board funded staff. | \$0 | Approved as an exception to policy, based upon the specific conditions stated by the officer. |

| FIPS | Office | Locality | Request Date | FROM POSITION # | CLASS | To Category | Amount Requested |
|-------------|---------------|-----------------|---------------------|------------------------|--------------|--------------------|-------------------------|
| 105 | 774 | Lee County | 10/17/08 | 00004 | CDI | Temporary | \$3,909.81 |
| | | | | | | Total | \$3,909.81 |

774-09-05: TREASURERS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-----------------|----------------|---|-------------------|---|
| TAZEWELL COUNTY | TREASURER | 10-29-08 Officer requests an exception to the 90 Day Vacancy Policy for Position 00007, CTII, budgeted at \$19,856. Officer states this position became vacant on 3/31/08 and was not filled until 10/7/08. The employee resigned 10/31/08, approximately 3 weeks after she was hired due to a family illness. | \$4,964.00 | Approved as an exception to policy, based upon the specific conditions stated by the officer. |
| RADFORD CITY | TREASURER | 11-06-08 Officer requests an exception to the vacancy savings transfer policy in order to transfer \$4900 to Temporary Funds from vacant position 00002, DI, Budgeted at \$4967. Officer states the Deputy in position 00004, will begin Maternity Leave in December and she wants to ensure adequate staffing for her office. Staff notes Position 00004 represents 50% of her Comp Board funded staff. | \$0 | Approved as an exception to policy, based upon the specific conditions stated by the officer. |

| FIPS | Office | Locality | Request Date | FROM POSITION # | CLASS | To Category | Amount Requested |
|-------------|---------------|-----------------|---------------------|------------------------|--------------|--------------------|-------------------------|
| 750 | 774 | Radford City | 11/6/2008 | 00002 | DI | Temporary | 4,900.00 |
| | | | | | | Total | \$4,900.00 |

| | | | | |
|-------------------|-----------|--|------------|--|
| ROCKBRIDGE COUNTY | TREASURER | 11-06-08 Officer requests an exception to the 90 Day Vacancy Policy. Pos. 00001, DI, budgeted at \$16,777 will become vacant on 12/31/2008. Position 00001 represents 1/3 of her Comp Board funded staff. | \$4,194.25 | The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09. |
|-------------------|-----------|--|------------|--|

773-09-05: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|-------------------|---------------------|--|-------------------|--|
| CULPEPER COUNTY | CIRCUIT COURT CLERK | 10-22-08 Officer requests \$2,463 from their FY09 \$4 available balance of \$29,578 for the installation of a new tape drive for their records indexing server (vendor: Supreme Court of Virginia). Officer is currently providing secure remote access to land records' images. | \$2,463 NGF | The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> . |
| ROCKINGHAM COUNTY | CIRCUIT COURT CLERK | 11-12-08. Officer requests \$86,902 from their FY09 \$4 available balance of \$547,309 for the redaction of social security numbers from 2,518,907 images at 3.45 cents per image (vendor: ACS Government Record Services). In May FY08, the Officer requested \$93,403 in \$4 money for redaction but was not able to secure a contract with a vendor before the end of the fiscal year in June. The money carried over to FY09. Officer is currently providing secure remote access to land records' images. | \$86,902 NGF | The Compensation Board approved your request for use of the equipment and services portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> . |

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 # 09/04. | N/A | Approved |
| 2. | MONTHLY ACTIVITY REPORT-LIDS AUDITS & JAIL COST REPORT REVIEWS | COMPENSATION BOARD | Staff presents monthly activity for Local Inmate Data Systems (LIDS) Jail Audits and Jail Cost Report Reviews. | N/A | Noted |
| 3. | ANNUAL LIDS AUDIT STATUS REPORT | COMPENSATION BOARD | Staff presents annual LIDS status report. | N/A | Noted |
| 4. | COMPENSATION BOARD MEETINGS | COMPENSATION BOARD | Confirmation of upcoming Board meetings: Wednesday, December 17, 2008 at 11:00 a.m., and Wednesday, January 21, 2009 at 11:00 a.m. *Legislative meeting with Association Presidents is scheduled for Tuesday, January 13, 2009 at 2:00 p.m. | N/A | Approved |
| 5. | TRAINING STATUS REPORT | COMPENSATION BOARD | Staff presents training status report. | N/A | Noted |
| 6. | MANAGING JAIL RISK CONFERENCE | COMPENSATION BOARD | The Managing Jail Risk Conference was held October 15-17, 2008 at the Holiday Inn Select in Lynchburg. 56 attended. | N/A | Noted |
| 7. | FY08 FINES & FEES REPORT | COMPENSATION BOARD | Staff presents the final FY08 Fines & Fees Report to the Board for their approval. | N/A | Approved |
| 8. | FY08 TTF PROGRESS REPORT | COMPENSATION BOARD AND CIRCUIT COURT CLERK | Staff presents the FY08 annual progress of Circuit Court Clerks toward the goal of statewide secure remote access to land records set out in § 17.1-279, Code of Virginia. Annual report includes FY08 TTF financial data, progress survey, secure remote access certification, status of redaction of social security numbers, and FY09 TTF \$4 and \$1 budget requests for technology equipment and services. | N/A | Approved |

OTHER MATTERS

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|-----|---|----------------------|--|-------------------|----------------------------------|
| 9. | INVITE ASSOCIATION PRESIDENTS TO JANUARY 2009 LEGISLATIVE MEETING | COMPENSATION BOARD | Staff presents memo for approval inviting Association Presidents to special legislative meeting with the Board on Tuesday, January 13, 2009 at 2:00 p.m. | N/A | Approved |
| 10. | NEW OFFICER TRAINING | COMPENSATION BOARD | Scheduled for December 8-9, 2008 to be held at the Compensation Board office in Richmond. A confirmed 13 new officers were invited to New Officer Training. Staff presents list. | N/A | Noted |
| 11. | TECHNOLOGY TRUST FUND COLLECTIONS | CIRCUIT COURT CLERKS | <p>Collections: FY09 YTD collections totaled \$2,085,283.85, which is a 15.51% decrease compared to the same period in FY08.</p> <p>Expenditures: FY09 YTD expenditures through October 8, 2008, which represents the reimbursement for July through partial payment of September, total \$622,867.37 which is 5.76% of budgeted funding.</p> <p>Projections:</p> <ol style="list-style-type: none"> 1. Based on current collections, FY09 TTF collections would be approximately \$8.3 million, a decrease of 8.27% over FY08 collections. 2. Based on a projected reduction in recordings of an additional 10% over the remainder of FY09, collections for FY09 would be \$7.72 million, a decrease of 15.15% over FY08 collections. 3. The 2009 Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget includes FY09 projected collections of \$7,682,761. | N/A | Noted |

OTHER MATTERS

NEW BUSINESS:

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|--------------------------------|-------------------------|--|--|----------------------------------|
| 12. EMERGENCY MEDICAL REQUESTS | SHERIFFS/REGIONAL JAILS | Staff presents emergency medical requests for reimbursement. | \$77,015.88 (Recommended for approval \$8,289.75) | Approved |

| Facility Name | Inmate Name | Date(s) of medical services | State Responsible | Bonus Start Date (date inmate became state responsible) | Amount Requested | Amount Recommended for Approval | Compensation Board Action Approved/Not Approved |
|------------------------------------|---------------------|-----------------------------|---------------------------------|---|--------------------|---------------------------------|---|
| Martinsville City Sheriff's Office | Marua June McMurray | 9/5/2007- 2/19/2008 | Not at time of medical services | 3/10/2008 | \$12,709.88 | \$0.00 | Not approved- not state responsible during the time the expenses were incurred. |
| Martinsville City Sheriff's Office | Matthew Dean Lawson | 9/15/2007-9/24/2007 | Not at time of medical services | 2/13/2008 | \$27,246.50 | \$0.00 | Not approved- not state responsible during the time the expenses were incurred. |
| Henrico County Sheriff's Office | Tina Hancock | 1/15/2008-1/18/2008 | Not at time of medical services | 4/23/2008 | \$10,000.00 | \$0.00 | Not approved- not state responsible during the time the expenses were incurred. |
| Henrico County Sheriff's Office | Albert Moore | 1/26/2008-2/1/2008 | Not at time of medical services | 2/26/2008 | \$18,588.00 | \$0.00 | Not approved- not state responsible during the time the expenses were incurred. |
| Richmond City Sheriff's Office | Calvin Archer | 3/1/2008-5/7/2008 | Yes | 2/11/2008 | \$7,154.14 | \$7,154.14 | Approve |
| Richmond City Sheriff's Office | Aaron Rainey | 6/18/2008-6/23/2008 | Yes | 4/27/2008 | \$624.11 | \$624.11 | Approve |
| Riverside Regional Jail | Seath Kistner | 7/15/2008 | Yes | 5/13/2008 | \$511.50 | \$511.50 | Approve |
| Riverside Regional Jail | Ernest Hord | 3/24/2008 | No | None | \$181.75 | \$0.00 | Not approved- not state responsible |
| TOTALS | | | | | \$77,015.88 | \$8,289.75 | |

FOR YOUR INFORMATION
NONE.

CLOSED MEETING
COMPENSATION BOARD DOCKET #09/05
November 19, 2008

NO CLOSED MEETING

1) **MOTION FOR “CLOSED MEETING” by Chairman Frank Drew. (_____ seconded the motion).**

- Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN FRANK DREW: I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

| | | |
|-----------------------------|------------------------------|-----------------------------|
| Frank Drew, Chairman | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Walter J. Kucharski, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Janie E. Bowen, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

AND

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

| | | |
|-----------------------------|------------------------------|-----------------------------|
| Frank Drew, Chairman | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Walter J. Kucharski, Member | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Janie E. Bowen, 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 #09/05

November 19, 2008

EMPLOYEE RECOGNITION
NONE

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|---------------------------------|----------------------------------|--|-------------------|--|
| CARROLL COUNTY RICHMOND CITY | CERTIFICATION AUDIT COMMITTEE | <p>11-17-08 Staff presents the results of the Compensation Board Certification Audits for:</p> <ul style="list-style-type: none"> • Carroll County • Richmond City <p>With both offices being recommended for Certification by the Audit Committee, staff recommends that the Sheriffs in Carroll and Richmond City be authorized to request maintaining a 6.2% salary increase for FY10 when submitting their budgets in January 2009.</p> <p>The Compensation Board may wish to thank the Compensation Board Audit Team Members:</p> <ul style="list-style-type: none"> • Captain Tim O'Leary, Stafford County Sheriff's Office • Sergeant Shannon Williamson, Arlington County Sheriff's Office • Mr. Rick Burkett, Compensation Board | \$0 | <p>Approved based upon the recommendations of the audit committee.</p> <p>The Compensation Board notes that the two issues of concern noted by the audit team regarding the Richmond City Sheriff's Office should be resolved prior to a subsequent audit to maintain participation in the Certification Program in future years.</p> <p>The Compensation Board thanks each member of the Audit Team for their time and assistance in completing the Certification Audits.</p> |

307-09-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

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|-----------------|----------------|---|-------------------|--|
| ROANOKE COUNTY | SHERIFF | 11-18-08 Officer requests to transfer three cook salaries to office expenses effective July 1, 2008. Officer states that they have been transferring these three cook salaries to office expenses ever since 2002. | \$0 | The Compensation Board did not approve this request. Requests to transfer salary funds for the full fiscal year for contract expenses were due by July 1 st for consideration at the July Compensation Board meeting. |

| FIPS | Office | Locality | Request Date | FROM POSITION # | CLASS | To Category | Amount Requested |
|------|--------|----------------|--------------|-----------------|-------|-----------------|------------------|
| 161 | 307 | Roanoke County | 11/18/08 | 00100 | CK B | Office Expenses | \$25,361 |
| 161 | 307 | Roanoke County | 11/18/08 | 00066 | CK A | Office Expenses | \$23,201 |
| 161 | 307 | Roanoke County | 11/18/08 | 00111 | CK A | Office Expenses | \$22,192 |
| | | Totals | | | | | \$48,562 |

772-09-05: COMMONWEALTH'S ATTORNEYS
NONE

771-09-05: COMMISSIONERS OF THE REVENUE
NONE

774-09-05: TREASURERS
NONE.

773-09-05: CIRCUIT COURT CLERKS

NEW BUSINESS:

| <u>LOCALITY</u> | <u>OFFICER</u> | <u>REQUEST</u> | <u>TOTAL COST</u> | <u>COMPENSATION BOARD ACTION</u> |
|------------------|---------------------|--|-------------------|--|
| DINWIDDIE COUNTY | CIRCUIT COURT CLERK | <p>11-14-2008 Officer requests an exception to the 90-Day Vacancy Rule for pos. 00002, budgeted at \$49,597 that will become vacant on December 31, 2008.</p> <p>Officer states of the five (5) Compensation Board funded positions, one is currently budgeted at \$0.00, due to the FY04 budget reduction, which will leave only two staff positions in court and at the front desk to effectively service the needs of the public and perform the essential duties required by the office.</p> | \$12,399.25 | The Compensation Board did not approve this request, per FY09 Budget Priorities and Policies identified May 1, 2008. A 90-day vacancy policy is in effect as a part of the Governor and General Assembly's approved Budget Reduction plans for FY09. |
| CAMPBELL COUNTY | CIRCUIT COURT CLERK | <p>10-20-08 Officer requests TTF \$1 Fund money for a 2006 invoice for secure remote access internet hosting in the amount of \$5,000 (Vendor-Supreme Court of Virginia). Officer has fully budgeted her \$4 available balance of \$72,799 and also was approved \$42,520 in \$1 Fund money in the September 2008 Board meeting. Currently, the \$1 Fund has \$392,636.</p> <p>Staff notes that the Clerk began providing secure remote access to land records in July 2008.</p> | \$5,000 | The Compensation Board did not approve the allocation of \$1 TTF for payment of an invoice from three fiscal years prior. Additionally, the Compensation Board noted that it will not consider further requests for allocation from the \$1 TTF until decisions regarding statewide budget shortfalls are addressed during the 2009 legislative process. |

OTHER MATTERS
NONE

FOR YOUR INFORMATION
NONE

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Public Body: Compensation Board
Date: November 19, 2008
Time: 12:00 p.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Frank Drew, Chairman (present)
Walter J. Kucharski, ExOfficio Member (present)
Janie E. Bowen, ExOfficio Member (presentt)