

# COMPENSATION BOARD DOCKET #10/05

## November 18, 2009

EMPLOYEE RECOGNITION  
NONE.

307-10-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MADISON COUNTY	SHERIFF	<p>11-9-09 Officer seeks approval that the Compensation Board will reimburse the County of Madison for expenses incurred in the defense of the Sheriff pursuant to §15.2-1606 of the <u>Code of Virginia</u>.</p> <p>The Sheriff is the defendant in the Madison County General District Court. A circuit court order appointing counsel, fixing compensation, and designating payment of fees and expenses has been entered pursuant to Code §15.2-1606. The County of Madison has paid the bill submitted by legal counsel.</p>	\$750	Approved in accordance with Section 15.2-1606, Code of Virginia.

717-10-05: DIRECTORS OF FINANCE  
NONE.

## 772-10-05: COMMONWEALTH'S ATTORNEYS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LEE COUNTY	COMMONWEALTH'S ATTORNEY	11-10-09 Officer was previously approved to transfer \$34,038.75 from vacant pos. 00004 to Temporary Funds for FY10. Officer has made necessary adjustments for the Budget Reductions and requests to transfer \$14,000 from Temporary funds to Office Expense funds.	\$0	Compensation Board deferred action on this item until their January 20, 2009 meeting.
SEE BELOW	COMMONWEALTH'S ATTORNEY	11-4-09 The following Officer requeststo transfer Vacancy Savings to Office Expense.	\$0	Compensation Board deferred action on this item until their January 20, 2009 meeting.

<b>FIPS</b>	<b>OFFICE</b>	<b>LOCALITY</b>	<b>Request Date</b>	<b>FROM POSITION</b>	<b>To Category</b>	<b>Amount Available</b>	<b>Amount Requested</b>
121	772	Montgomery County	11/04/07	Vacancy Savings	Office Expense	\$11,346.24	\$11,346.24
		<b>Totals</b>					<b>11,346.24</b>

771-10-05: COMMISSIONERS OF THE REVENUE  
NONE.

774-10-05: TREASURERS  
NONE.

## 773-10-05: CIRCUIT COURT CLERKS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HENRICO COUNTY	CIRCUIT COURT CLERK	10/29/09 – The Officer requests \$20,200 out of an \$4 available balance of \$50,000 for an equipment software license (\$10,200) for the land records area of the court (Purpose Code B) and additional equipment software licenses (\$10,000) for areas of the court not related to land records (Purpose Code F).	\$20,200 NGF	<p>The Compensation Board approved the request for the use of the \$4 portion of your TTF Funding based upon the criteria set out in §17.1-279 B. <u>Code of Virginia</u>.</p> <p><b>New for FY10 – all TTF funds budgeted must be requested for reimbursement no later than the May payroll and expense reimbursement request period. TTF funds not reimbursed by the May reimbursement request period will not be available for reimbursement with the June reimbursement request period.</b></p>
ROANOKE CITY	CIRCUIT COURT CLERK	11/2/09 - The Officer requests \$5,000 out of a \$4 available balance of \$13,192 for PC replacement (Vendor, Supreme Court of Virginia). This request is for the land records area of the court (Purpose Code B).	\$5,000 NGF	<p>The Compensation Board approved the request for the use of the \$4 portion of your TTF Funding based upon the criteria set out in §17.1-279 B. <u>Code of Virginia</u>.</p> <p><b>New for FY10 – all TTF funds budgeted must be requested for reimbursement no later than the May payroll and expense reimbursement request period. TTF funds not reimbursed by the May reimbursement request period will not be available for reimbursement with the June reimbursement request period.</b></p>
CLARKE COUNTY	CIRCUIT COURT CLERK	<p>11/12/09 - Officer requests \$8,350 from the \$1 Fund for equipment (hardware - \$5,350) and secure remote access maintenance (\$3,000). Both requests are for the land records area of the court (Purpose Code B).</p> <p>On October 19, 2009, Compensation Board approved \$1,656,056 from the \$1 Fund leaving a balance of \$8,501 in available \$1 Funds.</p> <p>The Clarke County Circuit Court Clerk had a \$4 available balance of \$0. In August, the Clerk made a \$1 Fund request of \$10,700 for SCAN/PUBLIC RETRIEVAL. Based upon this line item description, the Compensation Board did not approve this request, as the Board did not approve any allocations of \$1 Funds for backscanning/conversion services in October. The Officer contacted Compensation Board staff claiming an error had been made in coding the \$1 Fund request. The Officer contacted her vendor for a clarification of her technology needs in FY10. The vendor responded with a clarifying quote identifying individual components separately.</p>	\$8,350 NGF	<p>The Compensation Board approved the request for allocation of \$1 Funds based upon the criteria set out in §17.1-279 C. <u>Code of Virginia</u> and the priorities approved on October 19, 2009.</p> <p><b>New for FY10 – all TTF funds budgeted must be requested for reimbursement no later than the May payroll and expense reimbursement request period. TTF funds not reimbursed by the May reimbursement request period will not be available for reimbursement with the June reimbursement request period.</b></p>

## 773-10-05: CIRCUIT COURT CLERKS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LUNENBURG COUNTY	CIRCUIT COURT CLERK	<p>11/06/09 –Officer requests \$50,000 from the \$1 Fund for back scanning and conversion of images. This request is for the land records area of the court (Purpose Code B).</p> <p>On October 19, 2009, Compensation Board approved \$1,656,056 from the \$1 Fund leaving a balance of \$8,501 in available \$1 Funds. The Compensation Board did not approve any allocations of \$1 Funds for backscanning/ conversion services at that time.</p>	\$50,000 NGF	The Compensation Board did not approve this request. In accordance with priorities established on October 19, 2009, no allocations of \$1 Funds are approved in FY10 for backscanning/ conversion services. Also, no additional \$1 Funds are available for allocation in FY10.
NELSON COUNTY	CIRCUIT COURT CLERK	<p>11-09-09 –Officer requests \$5,142 from the \$1 Fund for Uninterrupted Power Supply (UPS) for \$2,300 and an additional scan station workstation for \$2,842. Both requests are for the land records area of the court (Purpose Code B).</p> <p>On October 19, 2009, Compensation Board approved \$1,656,056 from the \$1 Fund leaving a balance of \$8,501. Included in the approval was \$18,761 in \$1 Funds for the Nelson County Clerk's Office.</p>	\$5,142 NGF	The Compensation Board did not approve this request. No additional \$1 Funds are available for allocation in FY10.

# 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 #10/04.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday December 16, 2009 at 11:00 a.m. and Wednesday January 20, 2009 at 11:00 a.m.  Legislative meeting with Association Presidents is scheduled for Tuesday, January 12, 2010 at 2:00 p.m.	N/A	Approved.
3.	FY09 FINES & FEES REPORT	COMPENSATION BOARD	Staff presents the final FY09 Fines & Fees Report to the Board for their approval.	N/A	Approved.
4.	MONTHLY ACTIVITY REPORT-LIDS AUDIT & 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.
5.	FY09 TTF PROGRESS REPORT	COMPENSATION BOARD AND CIRCUIT COURT CLERK	Staff presents the FY09 annual status of Circuit Court Clerks in providing statewide secure remote access to land records set out in § 17.1-279, Code of Virginia. Annual report includes FY09 TTF financial data, progress survey, secure remote access certification, status of redaction of social security numbers and FY10 TTF \$4 and \$1 budget requests for technology equipment and services.	N/A	Approved.
6.	INVITE ASSOCIATION PRESIDENTS TO JANUARY 2010 LEGISLATIVE MEETING	COMPENSATION BOARD	Staff presents memo for approval inviting Association Presidents for special legislative meeting with the Board on Tuesday, January 12, 2009 at 2:00 p.m.	N/A	Approved.
7.	NEW OFFICER TRAINING	COMPENSATION BOARD	Scheduled for December 8-9, 2009 to be held at the Holiday Inn Koger Southside. A confirmed 27 new officers were invited to New Officer Training. Staff presents list.	N/A	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>
8. TECHNOLOGY TRUST FUND COLLECTION	COMPENSATION BOARD	<p>Collections: FY10 year-to-date collections through October 2009, totaled \$2,891,772.99, which is a 5.52% increase compared to the same period in FY09.</p> <p>Expenditures: FY10 YTD expenditures through November 5, 2009, which represents the reimbursement for July through partial October, total \$1,442,303.30 which is 16.3% of budgeted funding.</p> <p>Projections:</p> <ol style="list-style-type: none"> <li>1. Based on current collections, FY10 TTF collections would be approximately \$8.67 million, a increase of 6.77% over FY09 collections.</li> <li>2. Based on a projected reduction in recordings of an additional 10% over the remainder of FY10, collections for FY10 would be \$8.1 million, a decrease of 0.35% compared to FY09 collections.</li> <li>3. The 2010 Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget includes FY10 projected collections of \$8.48 million.</li> </ol>	N/A	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>
9. EMERGENCY MEDICAL REQUESTS	SHERIFFS/REGIONAL JAILS	Staff presents emergency medical requests for reimbursement.	\$86,433.06	Approved as noted in table below.

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
Henrico County Jail	Avery Hawkes	9/18/2008	Not at time of medical services	2/1/2009	\$33,056.19	\$0	Not approved-not state responsible during the time expenses were incurred.
Richmond City Jail	Nedward Fowler	8/10/2009	Yes	6/17/2009	\$378.23	\$378.23	Approved
Richmond City Jail	Frank Lightfoot	3/10/2009	Yes	1/26/2009	\$4,099.84	\$4,099.84	Approved
Richmond City Jail	John Jackson	6/19/09-6/23/09	Yes	4/27/2009	\$13,289.50	\$13,289.50	Approved
Richmond City Jail	Domonic Chavis	7/21/2009	Yes	6/19/2009	\$590.71	\$590.71	Approved
Richmond City Jail	Clinton Wright	5/7/2009	Yes	2/6/2009	\$851.73	\$851.73	Approved
Blue Ridge Regional Jail	Jamon Jackson	7/5/09-7/10/09	Yes	6/12/2009	\$20,295.86	\$20,295.86	Approved
Riverside Regional Jail	Robert Patterson	3/23/09-4/2/09	Yes	1/7/2009	\$41,049.32	\$41,049.32	Approved
Riverside Regional Jail	Robin Crewe	5/4/09-5/5/09	Yes	5/5/2009	\$11,759.27	\$445.30	Partially approved-state responsible during part of the time expenses were incurred
Riverside Regional Jail	Michael Akpan	8/3/2009	Yes	7/9/2009	\$2,988.12	\$2,988.12	Approved
Riverside Regional Jail	Danny Cotman	7/30/2009	Yes	7/24/2009	\$1,651.75	\$1,651.75	Approved
Riverside Regional Jail	Charles Pizzino	4/5/09-4/20/09	Yes	3/3/2009	\$798.73	\$798.73	Approved
<b>TOTALS</b>					<b>\$130,809.25</b>	<b>\$86,439.09</b>	

FOR YOUR INFORMATION  
NONE.

**CLOSED MEETING**  
**COMPENSATION BOARD DOCKET #10/05**  
**November 18, 2009**

**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"/>
Janie E. Bowen, 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"/>
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 #10/05

### November 18, 2009

EMPLOYEE RECOGNITION  
NONE.

307-10-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NORTHERN NECK REGIONAL JAIL	SUPERINTENDENT	<p>10-27-09 Superintendent seeks approval for the Compensation Board to reimburse the County of Westmoreland for expenses incurred in the defense of the Superintendent pursuant to 15.2-1711 of the <u>Code of Virginia</u>.</p> <p>The Superintendent of the Northern Neck Regional Jail was a defendant in the Richmond County General District Court on a show cause summons, in a matter subsequently dismissed by the judge.</p> <p>Legal expenses in the amount of \$2,149.75 have been approved by the Regional Jail Board and reimbursed to the Superintendent by the jail. Jail Board members include the Westmoreland County Sheriff and County Administrator, and the Sheriff has also written the Compensation Board seeking reimbursement of legal fees.</p> <p>Reimbursable expenses per Sec. 15.2-1711 are 2/3 of amounts paid, totaling \$1,440.33.</p>	\$1,440.33	Compensation Board approved reimbursement of \$1,440.33 in accordance with Sec 15.2-1711 Code of Virginia, payable to Westmoreland County, contingent upon the reimbursement of the legal fees by Westmoreland County to the jail to cover the Superintendent's expenses.

772-10-05: COMMONWEALTH'S ATTORNEYS  
NONE.

771-10-05: COMMISSIONERS OF THE REVENUE  
NONE.

774-10-05: TREASURERS  
NONE.

773-10-05: CIRCUIT COURT CLERKS  
NONE.

## 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. ALBEMARLE COUNTY	COMPENSATION BOARD	Staff presents letter to Albemarle County for review and consideration.	N/A	Approved.

## FOR YOUR INFORMATION NONE.

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Public Body: Compensation Board  
Date: November 18, 2009  
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 (present)  
Janie Bowen (absent)