

COMPENSATION BOARD DOCKET #12/05

November 16, 2011

EMPLOYEE RECOGNITION
NONE.

307-12-05: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MASTER DEPUTY PROGRAM AUDIT	MASTER DEPUTY AUDIT COMMITTEE	<p>11-7-11 The following offices submitted additional documentation regarding specific requirements as requested by the Master Deputy Audit Committee and presented to the Board at its October 26, 2011 meeting:</p> <ul style="list-style-type: none"> • Augusta County Sheriff's Office • Roanoke County Sheriff's Office • James City County Sheriff's Office • Virginia Peninsula Regional Jail <p>The Master Deputy Audit Committee Chairperson has approved the additional documentation that was submitted and determined that these offices have met the necessary requirements.</p>	\$0	Noted. The Board thanks the audit committee chair for the review of additional documentation.

307-12-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HAMPTON	SHERIFF	11-4-11 Officer requests to transfer vacancy savings at \$104,338.38 from vacancy savings to office expenses.	\$0	Approved per the Compensation Board's FY12 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
650	307	Hampton	11/04/11	Vacancy Savings	Office Expenses	\$104,338.38	\$104,338.38
		Totals				\$104,338.38	\$104,338.38

717-12-05: DIRECTORS OF FINANCE NONE.

772-12-05: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR PROGRAM AUDIT	COMMONWEALTH'S ATTORNEY	<p>11-7-12 The following offices submitted additional documentation regarding specific requirements as requested by the Career Prosecutor Audit Committee and presented to the Board at its October 26, 2011 meeting:</p> <ul style="list-style-type: none"> Hampton City Commonwealth's Attorney's Office Norfolk City Commonwealth's Attorney's Office <p>The Career Prosecutor Audit Committee Chairperson has approved the additional documentation that was submitted and determined that these offices have met the necessary requirements</p>	N/A	Noted. The Board thanks the audit committee chair for the review of additional documentation.

771-12-05: COMMISSIONERS OF THE REVENUE
NONE.

774-12-05: TREASURERS
NONE.

773-12-05: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GREENSVILLE COUNTY	CIRCUIT COURT CLERK	10-28-2011 Officer requests to transfer the remainder of the annual salary from vacant position 00005 to Temporary Funds. Officer does not intend to fill this position within FY12.	\$0	Approved per the Compensation Board's FY12 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	Amount Approved
081	773	Greensville County	10/28/11	pos. 00005	BKKR	Temporary	\$8,922	\$5,948	\$5,948
		Totals						\$5,948.00	\$5,948.00

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROANOKE COUNTY	CIRCUIT COURT CLERK	10-27-2011 Officer requests, effective December 1, 2011, to transfer Office Expense Funds to pos. 00003 to fund a Class/Role Change from GOC at \$22,627 to be DCI at \$23,723; cost to Increase salary \$1,096, pro-rated \$639.33. Office also requests to transfer Office Expense funds to pos. 00006 to restore the salary currently DCII at 27,034 to be DCII at the entry level salary of 28,362. Cost to increase salary \$1,328, prorated \$774.67 Officer notes, since the FY04 budget reduction, position 00003 has remained classified as DCI with the Roanoke County pay-plan. This request is being made to parallel the classification with the locality.	\$0	The Compensation Board approved a transfer of \$2,424 from base Office Expense funds to effect the salary actions requested by the officer in accordance with the Compensation Board's pay and classification policy. These actions will result in a reduction in the officer's Office Expense 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	Amount Requested	New Salary	Pro-Rate
161	773	Roanoke County	10/27/11	Office Expense	DCI	pos. 00003	22,627.00	1,096.00	23,723.00	639.33
161	773	Roanoke County	10/27/11	Office Expense	DCI	pos. 00006	27,034.00	1,328.00	28,362.00	774.67
		Totals						2,424.00	52,085.00	

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 #12/04.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, December 21, 2011, at 11:00 a.m., a special meeting on January 10, 2012 at 11:00 a.m., and Wednesday, January 25, 2012.	N/A	Approved.
3.	CUSTOMER SERVICE SURVEY	COMPENSATION BOARD	Staff presents 2011 Customer Service Survey Results and Report.	N/A	Approved.
4.	FINES & FEES REPORT	COMPENSATION BOARD	Staff presents the FY11 Fines and Fees Report	N/A	Compensation Board approved report for distribution as exposure draft and subsequent submission in final form on December 1 st . Any necessary changes from exposure draft responses will be provided as informational item at December 21 st meeting.
5.	FY12 TECHNOLOGY TRUST FUND COLLECTIONS & PROJECTIONS	COMPENSATION BOARD	<p>Collections: FY12 year-to-date collections for July – September totaled \$2,360,891.41, a decrease of 9.72% over the same period in FY11.</p> <p>Expenditures: FY12 year-to-date Clerk's expenditures through 10/25/11, totaled \$695,638.80 or 11.10% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections, FY12 TTF total collections would be approximately \$7.09 million, a decrease of 6.73% over FY11 collections.</p> <p>If the number of recordings falls an additional 10% over the remainder of FY12, total collections for FY11 would be \$6.61 million, a decrease of 12.95% over FY11 collections.</p>	N/A	Noted.

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
6. INVITE ASSOCIATION PRESIDENTS TO JANUARY 2012 LEGISLATIVE MEETING	COMPENSATION BOARD	Staff presents memo for approval inviting Association Presidents for special legislative meeting with the Board on Tuesday, January 10 th at 2pm.	N/A	Approved.
7. NEW OFFICER TRAINING	COMPENSATION BOARD	New Officer Training is scheduled for December 7-9, 2011 at the Holiday Inn Select Koger in Richmond. A confirmed 83 new officers were invited to the New Officer Training. Staff presents list.	N/A	Noted.
8. EMERGENCY MEDICAL REQUESTS	COMPENSATION BOARD	Staff presents Emergency Medical Requests for approval of reimbursement.	See below	For noted item below the Compensation Board has delegated authority to the Executive Secretary to approve an appropriate amount, consistent with policy, after review of additional information requested from jail.. All other items approved as noted.

Facility Name	Inmate Name	Date(s) of medical services	State Responsible	Date Inmate Became SR	Amount Requested	Amount Recommended for Approval	Compensation Board Action Approved/Not Approved
Riverside Regional Jail	Shaun Hicks	6/20/2011, 7/5/2011	Yes	1/11/2011	\$542.25	\$542.25	Approved
Riverside Regional Jail	Thomas Wright	3/8/2011-3/9/2011	Yes	8/31/2010	\$1,872.08	\$0.00	Not Approved-Prior Fiscal Year
Riverside Regional Jail	Keiwan Blackwell	4/7/2011	Yes	6/22/2010	\$2,763.36	\$0.00	Not Approved-Prior Fiscal Year
Riverside Regional Jail	Glenn Fuselier, Jr.	6/21/2011-6/28/2011	Yes	10/27/2010	\$22,112.61	\$22,112.61	Approved
Riverside Regional Jail	Franklin Cash	9/23/2010	Yes	2/24/2010	\$544.00	\$0.00	Not Approved-Prior Fiscal Year
Riverside Regional Jail	Charles Pizzino	4/17/2009	Yes	12/2/2008	\$350.00	\$0.00	Not Approved-Prior Fiscal Year
Riverside Regional Jail	Richard Parker	7/9/2011-7/11/2011	Yes	2/16/2011	\$16,141.87	\$16,141.87	Approved
Riverside Regional Jail	Akil Pate	7/23/2011	Yes	11/17/2010	\$918.25	\$918.25	Approved
Richmond City Jail	Arshad Suluki	5/16/2011-5/18/2011	Yes	1/6/2011	\$4,432.74	\$4,432.74	Approved
Richmond City Jail	Wayne Johnson	5/24/2011-6/14/2011	Yes	12/9/2010	\$196,871.95	Under Review	See Note
TOTALS					\$236,792.31	\$44,147.72	

FOR YOUR INFORMATION
NONE.

Public Body: Compensation Board
Date: November 16, 2011
Time: 11:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Frank Drew, Chairman (absent)
Walt Kucharski, ex-officio member (present)
Craig Burns, ex-officio member (present)

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**CLOSED MEETING
COMPENSATION BOARD DOCKET #12/05
November 16, 2011**

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"/>
Craig Burns, 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"/>
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.