

# COMPENSATION BOARD DOCKET #13/05

## November 28, 2012

EMPLOYEE RECOGNITION  
NONE.

### 307-13-05: 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	SHERIFF	<p>11-7-12 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 24, 2012 meeting.</p> <ul style="list-style-type: none"> <li>• Craig County</li> <li>• Powhatan County</li> </ul> <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.

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MEHERRIN REGIONAL JAIL	SHERIFF	<p>10/26/12- Officer requests to demote position #00052, from C9 at \$37,104 to an annual salary of \$33,075.</p> <p>The officer in this position requested that she be demoted from a lieutenant position to an officer position requiring more than a 10% decrease to the officer's pay.</p> <p>The Compensation Board policy for a demotion is 10% below the current salary or the maximum of the pay band, whichever is less. The lieutenant's current salary is \$37,104 a 10% reduction would be \$33,731.</p>	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer.

# 307-13-05: SHERIFFS & REGIONAL JAILS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROANOKE COUNTY	SHERIFF	<p>11/2/2012- Officer requests to transfer Vacancy Savings to Equipment to replace his Live Scan unit.</p> <p>Officer states the prism for their current Live Scan Unit is no longer manufactured and the unit can not be supported after 2012; therefore, they must purchase a new Live Scan Unit.</p> <p>Sheriff understands that the funds must be expended and requested for reimbursement prior to the May reimbursement, and the locality will pay the remaining amount less the Stressed cost.</p>	<p>Total Cost 14,630</p> <p><u>Stressed amount</u> 9,885</p>	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FROM VACANCY SAVINGS									
FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
161-307	Roanoke County	Live Scan	1	14,630	14,630	1	14,630	14,630	9,885.00
161-307				14,630	14,630		14,630	14,630	9,885.00
<b>Grand Total</b>					14,630			14,630	9,885.00

# 307-13-05: SHERIFFS & REGIONAL JAILS

## NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PETERSBURG	SHERIFF	<p>11/13/12 Officer requests to transfer \$960.99 from Vacancy Savings to equipment to replace a live scan computer and printer in the amount of \$960.99.</p> <p>Sheriff understands that the funds must be expended and requested for reimbursement prior to the May reimbursement, and the locality will pay the remaining amount less the Stressed cost.</p>	<p>Total Cost 960.99</p> <p><u>Stressed amount</u> 913.23</p>	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FROM VACANCY SAVINGS									
FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
730-307	Petersburg	Live Scan Printer	1	249.99	249.99	1	249.99	250.00	237.57
730-307	Petersburg	Live Scan Computer	1	711.00	711.00	1	711.00	711.00	675.66
<b>Grand Total</b>					960.99			961.00	913.23

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HAMPTON	SHERIFF	11/20/2012- Officer requests to transfer \$144,547.68 from Vacancy Savings to Office expense.	-0-	Approved per the Compensation Board's FY13 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	11-20-12	Vacancy Savings	Office Expense	\$144,547.68	\$144,547.68
						\$144,547.68	<b>\$144,547.68</b>

717-13-05: DIRECTORS OF FINANCE

NONE.

772-13-05: COMMONWEALTH'S ATTORNEYS

NONE.

771-13-05: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WARREN COUNTY	COMMISSIONER	<p>11-16-2012 Acting Officer requests additional Temporary Funding at \$21,311.60. This is equivalent to position # 6 MDIV, budgeted at \$32,616 from November 7, 2012 to June 30, 2013. The election will be held November 5, 2013.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as the Acting Officer understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position #6 MDIV is not vacant during the period in which she is Acting Commissioner, consequently funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.

## 774-13-05: TREASURERS

### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PITTSYLVANIA COUNTY	TREASURER	<p>11-14-12 Position 7, DIII budgeted at \$28,362 became vacant effective 10/26/2012. Officer requests permission to use Turnover Funds created from pos 7 to increase the salary of position 4, MCDI budgeted at \$37,000, to a total salary of \$38,093.</p> <p>The Base salary of position 4 is \$33,852. After the increase, it will increase to \$34,852.</p> <p>This will result in a net increase in the total budget and CDP budget of \$93. Locality concurrence has been obtained.</p>	\$93	Approved as requested.

# 773-13-05: 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>11-15-12 Effective January 1, 2013 Officer requests to transfer Office Expense Funds to position 00004 currently DCIV at \$40,058 to fund a Class/Role Change to CDCI at \$44,058. Total Cost to Increase \$4,000.</p> <p>Officer acknowledges 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 exiting personnel may significantly reduce my 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 staff positions should a legislative decision be made in the future to restore reduced funding.</p> <p>This request to increase the classification and salary of pos. 00004 is to restore the classification and salary to the original CDCI at \$44,058.</p>	-0-	The Compensation Board approved a transfer of \$4,000 base Office Expense 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 Office Expense budget in the current as well as subsequent fiscal years.

<b>FIPS</b>	<b>Office Code</b>	<b>Locality Name</b>	<b>Request Date</b>	<b>From Category</b>	<b>Class Code</b>	<b>To Category</b>	<b>Current Salary</b>	<b>Amount Requested</b>	<b>New Salary</b>	<b>Pro-Rate</b>
053	773	Dinwiddie County	11/15/12	Office Expense	DCIV	pos. 00004	40,058.00	4,000.00	44,058.00	2,000.00
		<b>Totals</b>						<b>4,000.00</b>	<b>44,058.00</b>	

## 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 #13/04.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday December 19, 2012 at 11:00 a.m., a special meeting on January 8, 2013 at 2:00 p.m., and Wednesday January 23, 2013 at 11:00 a.m.	N/A	Noted.
3.	FINES & FEES REPORT	COMPENSATION BOARD	Staff presents the FY12 Fines and Fees Report.	N/A	Approved.
4.	INVITE ASSOCIATION PRESIDENTS TO JANUARY 2013 LEGISLATIVE MEETING	COMPENSATION BOARD	Staff Presents memo for approval inviting Association Presidents for special legislative meeting with the Board on Tuesday, January 8 <sup>th</sup> at 2pm.	N/A	Approved.
5.	NEW OFFICER TRAINING	COMPENSATION BOARD	New Officer Training is scheduled for December 4-5, 2012 at the Marriott Richmond West in Richmond. A confirmed 21 officers were invited to the New Officer Training. To date, 13 officers have indicated they will attend. Staff presents list.	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. EMERGENCY MEDICAL REQUESTS	COMPENSATION BOARD	Staff presents Emergency Medical Requests for approval of reimbursement.	See below	Approved as noted.

Facility Name	Inmate Name	Date(s) of medical services	EMR Eligible (based upon 91 days after Final Sent)	Final Sentencing Event	Date Inmate Became EMR Eligible	Amount Requested	Amount Recommended for Approval	Compensation Board Action Approved/Not Approved
Henrico County Jail	Charles Puckett	6/11-6/17/12	No	4/23/2012	7/23/2012	\$16,842.62	\$0.00	Not approved-Offender not Eligible on DOS
Henrico County Jail	Eddie Otey	7/16/12	Yes	9/29/2011	12/29/2011	\$80,389.96	\$80,389.96	Approved
<b>Henrico County Jail Total</b>						<b>\$97,232.58</b>	<b>\$80,389.96</b>	
Riverside Regional Jail	Raymond Messier	8/12-8/13/12	Yes	3/20/2012	6/20/2012	\$5,201.13	\$5,201.13	Approved
Riverside Regional Jail	Christopher Farrar	9/21-9/22/12	Yes	5/2/2012	8/1/2012	\$24,888.98	\$24,888.98	Approved
Riverside Regional Jail	Hermeko Jones	6/30-7/4/12	No	4/27/2012	7/27/2012	\$46,975.82	\$0.00	Not approved-Offender not Eligible on DOS
Riverside Regional Jail	Daquan Freeman	3/9/12	No	1/23/2012	4/24/2012	\$4,065.30	\$0.00	Not approved-Offender not Eligible on DOS
Riverside Regional Jail	Terry Jones	2/27/12	Yes	8/26/2011	11/25/2011	\$14,883.10	\$14,883.10	Approved
Riverside Regional Jail	Terry Jones	5/14/12	Yes	8/26/2011	11/25/2011	\$149.00	\$149.00	Approved
Riverside Regional Jail	Charles Halderman	6/28/12	Yes	10/26/2011	1/25/2012	\$1,105.53	\$1,105.53	Approved
Riverside Regional Jail	Justin Pembleton	5/6-5/7/12, 5/27/12	No	2/28/2012	5/30/2012	\$7,362.66	\$0.00	Not approved-Offender not Eligible on DOS
Riverside Regional Jail	Richard Felder	5/24/12	Yes	8/17/2011	11/16/2011	\$2,221.82	\$2,221.82	Approved
Riverside Regional Jail	Glenn Fuselier	6/23/11	Yes	10/27/2010	1/28/2011	\$849.50	\$849.50	Approved
Riverside Regional Jail	Kirby Wilkins	1/14-1/16/2012	No	10/18/2011	1/17/2012	\$334.27	\$0.00	Not approved-Offender not Eligible on DOS
Riverside Regional Jail	Kirby Wilkins	1/17-1/20/12	Yes	10/18/2011	1/17/2012	\$772.38	\$0.00	Not approved-DOS outside of date range

Facility Name	Inmate Name	Date(s) of medical services	EMR Eligible (based upon 91 days after Final Sent)	Final Sentencing Event	Date Inmate Became EMR Eligible	Amount Requested	Amount Recommended for Approval	Compensation Board Action Approved/Not Approved
Riverside Regional Jail	Shaun Hicks	11/9/11, 2/7/12	Yes	3/25/2011	6/26/2011	\$4,192.15	\$0.00	Not approved-DOS outside of date range
Riverside Regional Jail	Shaun Hicks	11/9/11, 2/7/12	Yes	3/25/2011	6/26/2011	\$18,838.90	\$18,838.90	Approved
<b>Riverside Regional Jail Total</b>						<b>\$131,840.54</b>	<b>\$68,137.96</b>	
Petersburg City Jail	Michael Atkinson	6/6/12, 6/27/12	Yes	4/4/2011	7/6/2011	\$279.25	\$279.25	Approved
Petersburg City Jail	Rodney Brown	6/20/12	Yes	8/18/2011	11/19/2011	\$155.30	\$155.30	Approved
Petersburg City Jail	Shawn Burno	5/20-5/25/12	Yes	9/8/2011	12/9/2011	\$10,773.05	\$10,773.05	Approved
Petersburg City Jail	Billy Childress	3/7/12	Yes	12/6/2011	2/6/2012	\$93.75	\$93.75	Approved
Petersburg City Jail	Eli Cranston	6/15/12	Yes	3/31/2011	7/1/2011	\$103.00	\$103.00	Approved
Petersburg City Jail	Terrance Drew	4/20/12	Yes	1/18/2012	4/18/2012	\$70.40	\$70.40	Approved
Petersburg City Jail	Dwight Evans	5/2/12	Yes	3/18/2011	6/18/2011	\$152.25	\$152.25	Approved
Petersburg City Jail	Kevin Godette	8/3/12	Yes	3/26/2012	6/25/2012	\$70.40	\$70.40	Approved
Petersburg City Jail	Tony Grandison	6/18/12	No	5/29/2012	8/28/2012	\$533.64	\$0.00	Not approved-Offender not Eligible on DOS
Petersburg City Jail	Marcus Harmon	6/1-6/4/12	Yes	2/29/2012	5/30/2012	\$7,373.89	\$7,373.89	Approved
Petersburg City Jail	Antonio Harper	4/24/12, 6/6/12, 6/29/12	Yes	12/2/2011	3/1/2012	\$276.83	\$276.83	Approved
Petersburg City Jail	Adrian Jones	4/2-4/3/12	Yes	3/16/2011	6/15/2011	\$88,380.78	\$88,380.78	Approved
Petersburg City Jail	Albert Jones	5/23/12	Yes	5/23/2011	8/22/2011	\$225.50	\$225.50	Approved
Petersburg City Jail	Jerome McRae	5/2/12	Yes	11/21/2011	2/19/2012	\$54.00	\$54.00	Approved
Petersburg City Jail	Gerard Richardson	6/15/12	Yes	1/26/2012	4/26/2012	\$103.00	\$103.00	Approved
Petersburg City Jail	Lonnie Stevenson	9/14/11	Yes	1/10/2011	4/11/2011	\$189.75	\$189.75	Approved
<b>Petersburg City Jail Total</b>						<b>\$108,834.79</b>	<b>\$108,301.15</b>	
<b>Totals</b>						<b>\$337,907.91</b>	<b>\$256,829.07</b>	

**CLOSED MEETING  
COMPENSATION BOARD DOCKET #13/05  
November 28, 2012**

**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.**

**H A N D C A R R Y  
COMPENSATION BOARD DOCKET #13/05  
November 28, 2012**

EMPLOYEE RECOGNITION

NONE.

307-13-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BLUE RIDGE REGIONAL JAIL	SHERIFF	11/26/12- Officer requests to transfer \$34,937.51 from Vacancy Savings to Temporary salaries.	-0-	Approved per the Compensation Board's FY13 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

<b>FIPS</b>	<b>Office Code</b>	<b>Locality Name</b>	<b>Request Date</b>	<b>From Category</b>	<b>To Category</b>	<b>Amount Available</b>	<b>Amount Requested</b>
485	307	Blue Ridge Regional Jail	11/26/12	Vacancy Savings	Temporary	\$34,937.51	\$34,937.51

772-13-05: COMMONWEALTH'S ATTORNEYS  
NONE.

771-13-05: COMMISSIONERS OF THE REVENUE  
NONE.

774-13-05: TREASURERS  
NONE.

## 773-13-05: 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	<p>11-14-2012 Officer requests additional \$1 TTF funds at \$1,750 for the purpose of replacement and upgrade of five (5) PC's.</p> <p>Officer notes the Supreme Court has the upgrade of these PC's in the plan for this office for FY13, but Officer was unaware of this at the time the FY13 TTF Budget Request was submitted.</p>	\$1750.00 NGF	The Compensation Board approved an additional allocation of \$875 in \$1 TTF in accordance with its policy decision on September 26, 2012 to approve 50% of requests for equipment for offices with \$4 available funding greater than \$1000, based upon the specific conditions stated by the officer.

### OTHER MATTERS

NONE.

### FOR YOUR INFORMATION

NONE.

Public Body: Compensation Board  
Date: November 28, 2012  
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)

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