

COMPENSATION BOARD DOCKET #10/06

December 16, 2009

EMPLOYEE RECOGNITION
NONE.

307-10-06: 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>12-3-09 Superintendent wishes to inform the Compensation Board that the jail expansion that was originally scheduled to be completed on December 22, 2009 has been delayed until February 1, 2010.</p> <p>Superintendent requests the funding for 135 new jail positions to staff the 806 bed expansion 45 days in advance of housing inmates to begin on December 15, 2009.</p> <p>Staff notes original funding request was approved on the November 2009 docket.</p>	\$1,944,682	The Compensation Board approved funding effective December 18, 2009 for the 135 new positions in accordance with Paragraph D Item 69, Chapter 781.
NEW RIVER REGIONAL JAIL	SUPERINTENDENT	<p>12-3-10 Superintendent wishes to inform the Compensation Board that the jail expansion that was originally scheduled to be completed on December 28, 2009 has been delayed until February 14, 2010.</p> <p>Superintendent requests the funding for 142 new jail positions to staff the 488 bed expansion 45 days in advance of housing inmates to begin on January 1, 2010.</p> <p>Staff notes original funding request was approved on the November 2009 docket effective December 15, 2009.</p>	\$1,973,145	The Compensation Board approved funding effective January 1, 2010 for the 142 new positions in accordance with Paragraph D Item 69, Chapter 781

307-10-06: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DICKENSON COUNTY	SHERIFF	12-02-09 Sheriff requests to transfer \$2,284.00 from temporary funds to Pos. 00004. Officer states that the employee in Pos. 00004 has performed above and beyond his normal positions and has been promoted to the position of sergeant.	\$0	The Compensation Board did not approve this request, as policy to transfer base funding for personnel actions was discontinued in FY09.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Prorated Amount
051	307	Dickenson County	12/02/09	Temporary	Pos. 00004	\$76,295	\$2,284	\$1,332
Totals							\$2,284	\$1,332

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WASHINGTON COUNTY	SHERIFF	11-20-09 Sheriff requests to transfer \$20,000 of vacancy savings to temporary funds and \$10,000 to office expenses.	\$0	The Compensation Board approved the transfer of \$20,000 from vacancy savings to Temporary Funds. The Compensation Board deferred action on the request to transfer funds to office expenses until their January 20, 2010 meeting.

FIPS	Office	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
191	307	Washington County	11/20/09	Vacancy Savings	Temporary	\$30,000.00	\$20,000.00
191	307	Washington County	11/20/09	Vacancy Savings	Office Expenses		\$10,000.00
Totals						\$30,000.00	\$30,000.00

717-10-06: DIRECTORS OF FINANCE

NONE.

772-10-06: COMMONWEALTH'S ATTORNEYS

NONE.

771-10-06: COMMISSIONERS OF THE REVENUE
NONE.

774-10-06: TREASURERS
NONE.

773-10-06: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND CITY	CIRCUIT COURT CLERK	12-8-09. Officer requests additional \$4 funds for back scanning / conversion of wills / fiduciary land records in the amount of \$40,867 and social security number redaction in the amount of \$39,790 (1,224,308 images at 3.25 cents per image). Both requests are Purpose Code B (land records). Total request is for \$80,657 out of a \$4 available balance of \$253,031. The vendor for SSN redaction is Cott Systems.	\$80,657 NGF	The Compensation Board approved your request for use of the \$4 portion of your TTF funding based on the criteria set out in §17.1-279, B., <u>Code of Virginia</u> .
PRINCE GEORGE COUNTY	CIRCUIT COURT CLERK	12-9-09. Officer requests additional \$4 funds to replace six obsolete record room computers in the amount of \$1,651 out of a total \$4 available balance of \$4,247. This request is Purpose Code B (land records).	\$1,651 NGF	The Compensation Board approved your request for use of the \$4 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 #10/05.	N/A	Approved.
2.	MONTHLY ACTIVITY REPORT-LIDS AUDIT, JAIL COST REPORT REVIEWS & ANNUAL LIDS AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents monthly activity for Local Inmate Data Systems (LIDS), Jail Audits, Jail Cost Report Reviews & Annual LIDS Audit Status Report.	N/A	Noted.
3.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday January 20, 2010 at 11:00 a.m. and Wednesday, February 17, 2010 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.
4.	ALBEMARLE COUNTY	COMPENSATION BOARD	Staff presents signed letter from Albemarle County Executive for review and approval.	N/A	Compensation Board approved the withholding of excess fee revenue refund payments to the county until full amounts owed are recovered.
5.	NEW OFFICER TRAINING UPDATE	COMPENSATION BOARD	The New Officer Training was held on December 8-9, 2009 at the Holiday Inn Koger Center. 27 new officers were invited with 20 attending.	N/A	Noted.
6.	COIN ONLINE BUDGET REQUEST TRAINING	COMPENSATION BOARD	This training was held at the Hanover County Sheriff's office on December 3-4 with a total of 30 attendees and in Lynchburg at the Central Virginia Training Academy on December 10-11 with 34 registered to attend.	N/A	Noted.

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**CLOSED MEETING
COMPENSATION BOARD DOCKET #10/06
December 16, 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.

HANDCARRY COMPENSATION BOARD DOCKET #10/06 December 16, 2009

EMPLOYEE RECOGNITION
NONE.

307-10-06: 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	SUPERINTENDENT	<p>10-2-09 Superintendent requests funding for 2 replacement printers for the Livescan equipment for the Blue Ridge Regional Jail facilities located in Bedford and Campbell Counties.</p> <p>Superintendent has provided concurrence letters from the jail authority and the Virginia State Police.</p> <p>Staff notes that at its April 22, 2009 meeting, the Compensation Board did not approve FY10 requests for Livescan funding and provided that individual requests would be considered at regular monthly meetings.</p>	\$3,423.42	The Compensation Board deferred action on the request for additional funds until its January 20, 2010 meeting.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
485	Blue Regional Jail	Printers	2	1,950	3,900	2	1,950	3,900	3,423.42
Total					3,900			3,900	3,423.42

PAGE COUNTY	SHERIFF	<p>12-11-09 Officer requests to restore \$32,256.48 in funds previously transferred to temporary funds back to permanent personnel, Pos. 00006, L12. On the July 2009 docket, the Compensation Board approved the transfer of the full salary of Pos. 00006 for the year. These funds were moved to temporary with the anticipation of not filling the L12 position and instead paying an employee out of part-time funds who has since resigned.</p>	\$0	Approved as an exception to policy, based upon the specific conditions stated by the officer.
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717-10-06: DIRECTORS OF FINANCE
NONE.

772-10-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROCKBRIDGE COUNTY	COMMONWEALTH'S ATTORNEY	<p>12-1, 2009 Officer requests reconsideration of the \$19,186 FY10 Budget Reduction. Officer states, after reducing as much as possible from the locality budget, and reducing expenditures by \$7,870.00, the reduction to the Compensation Board budgeted staff salaries will be \$11,316.</p> <p>Officer also states to do a passable job requires advance document collection (ie, written complaints, prior convictions and criminal records, police reports when available, etc), subpoenas to needed witnesses and various notices to and communications with defense attorneys. He needs the staff he has to do the even greater amount of preparation required for the adequate prosecution of felonies.</p> <p>Officer notes that he has appeared before the County Board of Supervisors to seek funding to cover the Compensation Board reduction, and that the Board of Supervisors directed the Commonwealth's Attorney to appeal for relief from the budget reduction to the Compensation Board. The Rockbridge County Administrator has also written to support the Commonwealth Attorney's appeal for relief from the budget reduction amount of \$11,316.</p>	\$11,316	<p>The Compensation Board did not approve the request of the officer to eliminate a portion of the FY10 budget reduction.</p> <p>The across-the-board percentage reductions are in effect as part of the Governor's FY10 Budget Reduction Plan.</p>
GILES COUNTY	COMMONWEALTH'S ATTORNEY	12-3-09 The following Officer requests to transfer Vacancy Savings to Office Expense.	\$0	The Compensation Board deferred action on this request until its January 20, 2010 meeting.

FIPS	OFFICE	LOCALITY	Request Date	FROM POSITION	To Category	Amount Available	Amount Requested
071	772	Giles County	12/3/07	Vacancy Savings	Office Expense	\$34,038.75	\$10,000.00
		Totals					10,000.00

772-10-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
GRAYSON COUNTY	COMMONWEALTH'S ATTORNEY	<p>11-24-2009 Officer requests to transfer Vacancy Savings at \$4,000 to Office Expense funds. The new state prison is scheduled to open in mid-2010 and officer anticipates the increased workload in General District Court will require a full-time assignment of one existing attorney to that court.</p> <p>Officer states the Compensation Board budgeted Office Expense funds are \$761 and the county portion is budgeted at \$4,764. He has been supplementing the office expenses from private resources because the County is suffering from a revenue shortfall due to the economic downturn and reduced tax collections.</p>	\$0	The Compensation Board deferred action on this request until its January 20, 2010 meeting.

772-10-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
NORTHUMBERLAND COUNTY	COMMONWEALTH'S ATTORNEY	<p>12-9-2009 Officer requests to only use felony defendant data for Calendar Year 2009 instead of the three year average.</p> <p>Officer states that, together with the Virginia Supreme Court, she has found incorrect felony defendant data was transmitted from the Northampton Circuit Court to the Supreme Court in 2007 and 2008. Officer further states that the incorrect data from prior years will significantly influence the average figures used to determine the number of attorney positions due based on staffing standards.</p> <p>Officer requests that, based upon this information, that the office no longer be subject to losing a position under the position reallocation policy in FY10.</p>	\$0	Approved as an exception to policy, based upon the specific conditions stated by the officer. The Compensation Board also approves the use of CY09 felon defendant data and the exclusion of prior years' data, thus providing that the office is no longer subject to losing a position in FY10 under the position reallocation policy.

CURRENT WORKLOAD

RANK	FIPS	LOCALITY	# Pos FY09	Avg Felony Defendants CY06-08 + Avg Sent Events FY06-08	Rating Avg	# Addl Pos Due, FY10	# Whole Pos Due, FY10
118	133	Northumberland	2.00	55	SMALL	-1.09	-1

CORRECTED WORKLOAD

RANK	FIPS	LOCALITY	# Pos FY09	Avg Felony Defendants CY06-08 + Avg Sent Events FY06-08	Rating Avg	# Addl Pos Due, FY10	# Whole Pos Due, FY10
91	133	Northumberland	2.00	122	SMALL	-0.15	0

771-10-06: COMMISSIONERS OF THE REVENUE
NONE.

774-10-06: TREASURERS
NONE.

773-10-06: CIRCUIT COURT CLERKS
NONE.

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	<p>Collections: FY10 year-to-date collections through October 2009, totaled \$3,488,846.99, which is a 7.05% increase compared to the same period in FY09.</p> <p>Expenditures: FY10 YTD expenditures through December 9, 2009, which represents the reimbursement for July through partial November, total \$2,749,089.75 which is 30.77% of budgeted funding.</p> <p>Projections:</p> <ol style="list-style-type: none"> 1. Based on current collections, FY10 TTF collections would be approximately \$8.37 million, an increase of 3.05% over FY09 collections. 2. Based on a projected reduction in recordings of an additional 10% over the remainder of FY10, collections for FY10 would be \$7.88 million, a decrease of 2.96% compared to FY09 collections. <p>The 2010 Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget includes FY10 projected collections of \$8.48 million.</p>	N/A	Noted.

FOR YOUR INFORMATION NONE.

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Public Body: Compensation Board
 Date: December 16, 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 (present)