

COMPENSATION BOARD DOCKET #11/06

December 22, 2010

EMPLOYEE RECOGNITION
NONE.

307-11-06: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PATRICK COUNTY	SHERIFF	<p>12-1-10 Sheriff requests funding for the 15 new jail positions to staff the replacement facility of the Patrick County Jail. Sheriff states that the facility will begin housing inmates on January 31, 2011.</p> <p>Sheriff requests early funding for positions effective December 17, 2010 in accordance with the provisions of the paragraph M, Item 67.20, Chapter 874, 2010 Acts of Assembly.</p>	\$213,249	The Compensation Board approved funding effective December 17, 2010 for the 15 new positions in accordance with Paragraph M, Item 67.20, Chapter 874.
KING GEORGE COUNTY	SHERIFF	<p>12-2-10 Officer requests additional temporary funding at \$31,584 which is the equivalent to Pos. 00012, L12 budgeted at \$63,168 from January 1, 2011-June 30, 2011. The election will be held on November 8, 2011.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that Pos. 00012, L12 is not vacant during the period in which I am the Acting Sheriff, consequently funds cannot be transferred from this position.</p>	\$0	Approved at no additional cost to the Compensation Board.

307-11-06: SHERIFFS & REGIONAL JAILS

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HAMPTON	SHERIFF	12-15-10 Officer requests to transfer \$171,000 of vacancy savings to office expenses.	\$0	Approved per the Compensation Board's FY11 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	12/15/10	Vacancy Savings	Office Expenses	\$230,793.38	\$171,000.00
		Totals				\$230,793.38	\$171,000.00

772-11-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FLUVANNA COUNTY	COMMONWEALTH'S ATTORNEY	12-15-2010 Officer requests to transfer Office Expense Funds at \$275.00 to Equipment to fund the purchase of the following:	Total Cost \$275.00 Stressed Cost \$155.43	Approved per the Compensation Board's FY11 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Locality	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
065	Fluvanna County	Printer	1	275	275	1	275	275	155.43

065-772 Total 275.00 275.00 155.43

772-11-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HENRY COUNTY	COMMONWEALTH'S ATTORNEY	<p>12-15-2010 Officer requests to transfer \$3,819 from base Temporary Funds to restore the salaries of 2 positions previously reduced in the FY04 budget reduction.</p> <p>Position 00003, currently SEC, budgeted at \$22,194 to SEC at \$23,723. Total Cost to Increase \$1,529. Position 00004, currently AAll, budgeted at \$30,268 to AAll at \$31,778. Total Cost to Increase \$1,510. Position 00006, currently JSECA, budgeted at \$11,082 to JSECA at \$11,862. Total Cost to Increase \$780.</p> <p>Staff notes this office has 1 unfunded position.</p> <p>Officer acknowledges that due to budget reductions he currently has 1 unfunded authorized position, and states his understanding that taking action to move base temporary and/or office expense funds to salaries of existing personnel may significantly reduce officer's 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>	N/A	The Compensation Board approved a transfer of \$3,819 from base temporary funds 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's temporary funds budget in the current as well as subsequent fiscal years.

771-11-06: COMMISSIONERS OF THE REVENUE
NONE.

774-11-06: TREASURERS
NONE.

773-11-06: 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.	MEETING MINUTES	COMPENSATION BOARD	Staff present minutes for approval as follows: Docket #11/03 and #11/05	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 26, 2011 at 11:00 a.m. and Wednesday, February 23, 2011 at 11:00 a.m. Legislative meeting with Association Presidents is scheduled for Tuesday, January 11, 2011 at 2:00 p.m.	N/A	The Compensation Board approved consolidating the normal monthly board meeting, scheduled on January 26, 2011, into the special legislative board meeting, scheduled on January 11, 2011 at 2:00 p.m. The separate January 26, 2011 meeting is now cancelled. The normal monthly February meeting remains scheduled at 11:00 a.m. on February 23, 2011.
4.	NEW OFFICER TRAINING UPDATE	COMPENSATION BOARD	The New Officer Training was held on December 7-8, 2010 at the Sheraton Park South. 17 New officers were invited with 12 attending.	N/A	Noted.
5.	COIN ONLINE BUDGET REQUEST TRAINING	COMPENSATION BOARD	The training was held in Lynchburg at the Central Virginia Training Academy on December 2 nd and 3 rd with a total of 18 attendees and at the Hanover County Sheriff's Office on December 10 th and 13 th with 38 attendees for a total of 56 attendees.	N/A	Noted.

FOR YOUR INFORMATION
NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #11/06
December 22, 2010**

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.

HANDCARRY COMPENSATION BOARD DOCKET #11/06 December 22, 2010

EMPLOYEE RECOGNITION
NONE.

307-11-06: SHERIFFS & REGIONAL JAILS

REGULAR DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FREDERICKSBURG CITY	SHERIFF	<p>11-22-2010 Officer requests reconsideration of Board action at the November 17, 2010 meeting relating to the removal of temporary salaries funds upon the retirement of position 00008, CS8.</p> <p>Officer requested last month to not remove all funds provided in 2007 as a one-time exception to allow the officer to follow through on a hiring commitment made prior to notification of an error in the allocation of new court services positions. Officer made this request based upon consideration that \$19,588 of the \$27,148 had already been reduced due to FY11 budget reductions. The Board did not approve this request in November, noting that removal of the lesser amount would negate the office's FY11 budget reduction implemented as required by the 2010 legislature.</p> <p>Officer seeks reconsideration of this action, noting that the office is stretched to its limits with increasing workload and having already sustained cuts this year. Officer states workload includes coverage of 4 individual courts and 2 drug courts; over 2850 hours of prisoner transports; over 1500 hours handling court ordered evictions; and serving over 46,750 court papers.</p>	\$0.00	The Compensation Board affirmed its decision of November 17, 2010 and did not change the amount of funding to be reduced from temporary salaries upon the separation of any incumbent from a Compensation Board funded permanent CS position.

772-11-06: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

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DANVILLE CITY	COMMONWEALTH'S ATTORNEY	<p>12-7-2010 Officer requests to transfer Turnover funds at \$7,180 to Base Temporary Funds.</p> <p>Staff notes that officer has one unfunded position due to budget reductions. Turnover is not sufficient to restore the salary of this position, but officer does not have other options withing existing policy for the use of the turnover in order to maintain in budgeted salary funds.</p>	\$0.00	The Compensation Board deferred action on this request until its meeting on January 11, 2011 pending receipt of additional information from staff regarding similarly situated offices.
YORK COUNTY	COMMONWEALTH'S ATTORNEY	11-17-10 Officer requests in accordance with §15.2-1606, to reimburse the County of York for Defense Counsel at \$29,835.48.	\$29,835.48	Compensation Board approved reimbursement pursuant to §15.2-1606, Code of Virginia, contingent upon receipt of documentation of payment by locality.

771-11-06: COMMISSIONERS OF THE REVENUE
NONE.

774-11-06: TREASURERS
NONE.

773-11-06: CIRCUIT COURT CLERKS
NONE.

OTHER MATTERS

REGULAR DOCKET

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	COMPENSATION BOARD	<p>FY11 Collections: FY11 collections for July – November totaled \$3,287,547.84, which is a 5.77% decrease compared to the same period in FY10.</p> <p>FY11 Expenditures: FY11 year-to-date Clerk's expenditures through 12/09/2010, totaled \$1,002,633.04 or 14.2% of budgeted Technology Trust Funds.</p> <p>FY11 Projected Collections: Based on current collections, FY11 TTF total collections would be approximately \$7.89 million, an increase of 1.4% over FY10 collections.</p> <p>If the number of recordings falls an additional 10% over the remainder of FY11, total collections for FY11 would be \$7.43 million, a decrease of 4.51% over FY10 collections.</p>	N/A	Noted.

OTHER MATTERS

REGULAR DOCKET

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
2. CLERKS EXCESS FEES PAYMENTS	COMPENSATION BOARD	Staff provides information regarding erroneous payment of fee commissions by Department of Accounts to Clerks and impact on excess fee payments made to-date in FY11. Staff seeks Board approval to recover excess fee payment overages resulting from erroneous commission payments by adjusting and/or withholding of future excess fee amounts for 26 localities impacted. One locality may be required to repay amounts that are unlikely to be recovered in remainder of fiscal year through withholdings.	N/A	The Compensation Board instructed staff to defer payment of all monthly excess fee amounts until such time as clarification is received from the Department of Accounts regarding state appropriations and the appropriate payment of commissions to Clerks. Until such clarification is received, the Compensation Board is unable to determine accuracy of fee amounts used in calculating monthly excess fee amounts.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
 Date: December 22, 2010
 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 (present)