

COMPENSATION BOARD DOCKET #06/11

MAY 24, 2006

EMPLOYEE RECOGNITION
NONE.

304-06-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PIEDMONT REGIONAL JAIL	SUPERINTENDENT	04-27-06 Letter dated April 27, 2006 to Bruce W. Haynes, Executive Secretary, from Lewis W. Barlow, Superintendent, Piedmont Regional Jail, stating that on March 22, 2006, the Piedmont Regional Jail met and passed the a resolution, concerning the stipulations that were discussed with you (B. Haynes) and Delegate Abbitt, concerning helping other jails with their overcrowding and taking in more work release inmates and contract bed inmates. Piedmont Regional Jail is in the process of trying to work a contract with Loudon County in holding some of their inmates.	N/A	Noted.
NORTHAMPTON COUNTY	SHERIFF	05-08-06 Department of Corrections (DOC) has deferred action on the decertification of the Northampton County Jail for 60 days, at which time the jail will be reinspected. If the jail does not pass the reinspection, DOC may decertify or close the jail.	N/A	The Compensation Board has no authority under law to pay Corrections Officers, jail support staff or per diems if the jail is closed. If the jail is closed, per diem and staff funding will cease upon closure. The Compensation Board estimates the annual funding reduction to be \$165,646 in per diems and \$665,124 in salary and benefits for 20 positions. Even if the jail closed, the county will remain responsible for the cost of housing the inmates at an alternative location. No action is to be taken at this time with regard to funding the jail, however Compensation Board staff is directed to provide this information to the Sheriff, Board of Supervisors Chairman, County Administrator, Chairman, Board of Corrections and the Director, DOC.

304-06-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
COLONIAL HEIGHTS	SHERIFF	05-15-06 In January of this year office was approved for \$3600.00 to purchase three desktop computers. The actual cost was a lesser amount of \$3465.81 leaving an unused balance of \$134.19. Officer requests to spend the unused portion of the allocated money to purchase the following items: (3) Dell wireless keyboards totaling \$114; (2) latex glove holders/racks totaling \$20. Office understands that it will receive the stressed amount (\$100.08).	-0-	Compensation Board approved an exception to policy for the reimbursement of the wireless keyboards <u>only</u> at no additional cost to the Compensation Board.

LISTED BELOW	SHERIFF / SUPERINTENDENT	The following localities are requesting Equipment:	\$723.80	Approved per Compensation Board action of January 25, 2006. Any amounts approved will be reimbursed at the stressed cost. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.
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FIPS	LOC CODE	LOCALITY NAME	CAT	EQUIPMENT REQUESTED	AVAIL	REQ	APPR	EQUIPMENT COST	TOTAL PER POLICY COST	STRESS FACTOR	STRESSED COST	VAC SAVS AVAILABLE	EXTRA FUNDS REQUESTED
125	304	NELSON CO.	B	COPIER	1	1		\$2,800.00	\$4,000.00	66.85%	\$1,871.80	\$2,800.00	\$0.00
840	304	WINCHESTER	B	FAX MACHINE	1	1		\$1,000.00	\$1,000.00	72.38%	\$723.80	\$0.00	\$723.80
								\$0.00			\$0.00	\$0.00	\$0.00
		TOTALS			2	2		\$3,800.00			\$2,595.60		\$723.80

LISTED BELOW	SHERIFF / SUPERINTENDENT	The following localities are requesting Base Budget Fund transfers for Personnel Changes. Salary increases are within Compensation Board guidelines:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. The transfers from temporary funds are base budget transfers.
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FIPS	LOCALITY CODE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
067	304	FRANKLIN CO	05/05/06	TEMP	PERM - POS 10	\$516.00	\$516.00	\$86.00
475	304	HAMPTON ROADS RJ	05/15/06	TURNOVER	PERM - POS 215	\$17,610.12	\$6,388.00	\$1,064.67
475	304	HAMPTON ROADS RJ	05/15/06	TURNOVER	PERM - POS 216	\$11,222.12	\$2,487.00	\$414.50
475	304	HAMPTON ROADS RJ	05/15/06	TURNOVER	PERM - POS 217	\$8,735.12	\$7,300.00	\$1,216.67
475	304	HAMPTON ROADS RJ	05/15/06	TURNOVER	PERM - POS 218	\$1,435.12	\$1,377.00	\$229.50
730	304	PETERSBURG	05/17/06	TEMP	PERM - POS 78	\$37,356.16	\$1,766.00	\$294.33
		TOTALS					\$19,834.00	\$3,305.67

304-06-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF / SUPERINTENDENT	The following localities are requesting Base Budget Fund Transfers:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. These are base budget transfers.

FIPS	LOCALITY CODE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
007	304	AMELIA	04/13/06	TURNOVER	TEMP	\$2,267.16	\$2,267.16	\$377.86
013	304	ARLINGTON	05/16/06	TURNOVER	TEMP	\$7,759.08	\$7,759.08	\$1,293.18
015	304	AUGUSTA	05/15/06	TURNOVER	TEMP	\$51,384.12	\$48,000.00	\$8,000.00
073	304	GLOUCESTER	05/04/06	TURNOVER	TEMP	\$8,951.88	\$8,951.88	\$1,491.98
119	304	MIDDLESEX	05/08/06	TURNOVER	TEMP	\$4,359.36	\$4,359.36	\$726.56
121	304	MONTGOMERY	05/04/06	TURNOVER	OFFICE EXP	\$12,045.00	\$12,045.00	\$2,007.50
161	304	ROANOKE	05/15/06	TURNOVER	TEMP	\$37,638.72	\$37,638.72	\$6,273.12
590	304	DANVILLE	05/04/06	TURNOVER	TEMP	\$6,207.60	\$6,207.60	\$1,034.60
810	304	VIRGINIA BEACH	05/12/06	TURNOVER	TEMP	\$2,697.15	\$2,697.15	\$449.53
840	304	WINCHESTER	05/12/06	TURNOVER	TEMP	\$522.00	\$522.00	\$87.00
		TOTALS					\$130,447.95	\$21,741.33

320-06-11: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>		<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>	
APPOMATTOX COUNTY		COMMONWEALTH'S ATTORNEY	04-12-06 Officer has been approved to purchase 3 PC's @ \$1,200 each. Officer requests to amend this approval to 2 PC's @ \$1,200 and 1 Laptop @ \$1,844.10. Officer requests additional equipment funds @ \$644 Total Cost, \$469.06 Stressed Cost, to fund the balance cost of the Laptop.	\$644.00 (Total Cost) \$469.06 (Stressed Cost)	Approved per Compensation Board action of January 25, 2006. Any amounts approved will be reimbursed at the stressed cost. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.	
WESTMORELAND COUNTY		COMMONWEALTH'S ATTORNEY	05-15-06 Officer requests to transfer Turnover Funds to the categories listed.	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. This is a base budget transfer.	
FIPS	LOCALITY	REQUEST DATE	FROM	TO CATEGORY	AMOUNT	PRO-RATED
193	Westmoreland	5/15/06	Turnover	Office Expense	981.00	164
	TOTAL				981.00	163.50
LISTED BELOW		COMMONWEALTH'S ATTORNEY	In response to the notification of funds re-appropriated by the Governor for Commonwealth's Attorney's, the following requests are for additional funds for reimbursement of Virginia State Bar Dues, Postage Expenses and Telephone Expenses in FY06.	VSB Dues \$535.00 Postage \$462.00 Telephone \$1168.81	Approved in accordance with Compensation Board action of March 29, 2006. The Compensation Board has approved a total of \$2,165.81 in additional one-time funding to provide reimbursement for VSB dues, postage and telephone expenses ONLY for the below listed offices as requested. Reimbursement must be requested not later than the May 2006 payroll.	
FIPS	LOCALITY	VIRGINIA STATE BAR DUES	POSTAGE EXPENSE	TELEPHONE EXPENSES	OFFICE SUPPLIES	TOTAL
053	Dinwiddie	285.00	462.00	1,168.81		1,915.81
065	Fluvanna	250.00				250.00
	Total	535.00	462.00	1,168.81	0.00	2,165.81
	TOTAL NOT INCLUDING OFFICE SUPPLIES					2,165.81

320-06-11: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMONWEALTH'S ATTORNEY	In response to the notification of funds re-appropriated by the Governor for equipment, Commonwealth's Attorneys request reimbursement for equipment purchased or to be purchased in FY06.	\$3,243.65	Approved per Compensation Board action of January 25, 2006. Any amounts approved will be reimbursed at the stressed cost. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.

FIPS	LOCALITY	EQUIPMENT REQUESTED	REQUESTED QTY	REQUESTED COST	TOTAL REQUESTED COST	CATEGORY	IT	PER POLICY QTY	PER POLICY COST	TOTAL COST APPROVED	STRESSED COST
033	Caroline	Fax	1	200.00	200	B	N	1	200.00	200.00	138.90
033	Caroline	Copier	1	425.00	425	B	N	1	425.00	425.00	295.16
033	Caroline	Shredder	1	125.00	125	B	N	1	125.00	125.00	86.81
033	Caroline	Scanner	1	200.00	200	A	Y	1	200.00	200.00	138.90
033	Caroline	Calculator	2	75.00	150	B	N	2	75.00	150.00	104.18
153	Prince William	JumpDrive 2GB/6MBps	25	207.97	5,199	A	Y	25	100.00	2,500.00	1,427.00
165	Rockingham	Monitor	25	250.00	6,250	A	Y	6	250.00	1,500.00	1,052.70
	TOTAL			1,482.97	12,549					5,100.00	3,243.65

734-06-11: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>																					
LYNCHBURG CITY	COMMISSIONER OF THE REVENUE	05-01-06 Officer requests the following transfer from vacancy savings.	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. This is a one-time approval; not in the base budget.																					
<table><tr><th>FIPS</th><th>LOCALITY</th><th>REQUEST DATE</th><th>FROM</th><th>TO</th><th>TRANSFER AMT</th></tr><tr><td>680</td><td>Lynchburg</td><td>5/1/2006</td><td>Vacancy Savings</td><td>Office Expenses</td><td>12,635.90</td></tr></table>					FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT	680	Lynchburg	5/1/2006	Vacancy Savings	Office Expenses	12,635.90									
FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT																				
680	Lynchburg	5/1/2006	Vacancy Savings	Office Expenses	12,635.90																				
LISTED BELOW	COMMISSIONER OF THE REVENUE	The following officers request the following transfers from turnover.	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. These are base budget transfers.																					
<table><tr><th>FIPS</th><th>LOCALITY</th><th>REQUEST DATE</th><th>FROM</th><th>TO</th><th>TRANSFER AMT</th><th>PRO-RATED AMOUNT</th></tr><tr><td>031</td><td>Campbell</td><td>4/28/2006</td><td>Turnover</td><td>Temporary</td><td>1827.00</td><td>304.50</td></tr><tr><td>057</td><td>Essex</td><td>4/26/2006</td><td>Turnover</td><td>Temporary</td><td>895.92</td><td>149.32</td></tr></table>					FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT	PRO-RATED AMOUNT	031	Campbell	4/28/2006	Turnover	Temporary	1827.00	304.50	057	Essex	4/26/2006	Turnover	Temporary	895.92	149.32
FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT	PRO-RATED AMOUNT																			
031	Campbell	4/28/2006	Turnover	Temporary	1827.00	304.50																			
057	Essex	4/26/2006	Turnover	Temporary	895.92	149.32																			
COMMISSIONER OF THE REVENUE AND DEPUTY COMMISSIONER OF THE REVENUE CAREER DEVELOPMENT PROGRAM	COMMISSIONER OF THE REVENUE	The Commissioner of the Revenue Career Development Audit Committee requests an amendment to the Commissioner of the Revenue and Deputy Commissioner Career Development Audit Procedures. The Audit Committee requests that the Audit Procedures be amended to restrict an officer or deputy from being audited more than once during a three year period, thereby ensuring a more fair and accurate audit of all certified officers and deputies. The Audit Committee will reserve the right to re-audit a Commissioner of the Revenue or Deputy Commissioner of the Revenue that has been rejected for any reason in a previous audit.	-0-	Approved as requested.																					

732-06-11: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
TREASURER AND DEPUTY TREASURER CAREER DEVELOPMENT PROGRAM	TREASURER	The Treasurers' Career Development Audit Committee requests an amendment to the Treasurer and Deputy Treasurer Career Development Audit Procedures. The Audit Committee requests that the Audit Procedures be amended to restrict an officer or deputy from being audited more than once during a three year period, thereby ensuring a more fair and accurate audit of all certified officers and deputies. The Audit Committee will reserve the right to re-audit a Treasurer or Deputy Treasurer that has been rejected for any reason in a previous audit.	-0-	Approved as requested.

LISTED BELOW	TREASURER	The following officers request the following transfers from turnover:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. These are base budget transfers.
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FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT	PRO-RATED AMOUNT
081	Greenville	5/2/2006	Turnover	Office Expenses	1,654.08	275.68
810	Virginia Beach	4/27/2006	Turnover	Office Expenses	38,114.04	6,352.34

LISTED BELOW	TREASURER	The following officers request the following transfers from vacancy savings:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. This is a one-time approval; not in the base budget.
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FIPS	LOCALITY	REQUEST DATE	FROM	TO	TRANSFER AMT
029	Buckingham	5/15/2006	Vacancy Savings	Temporary Funds	11,000.00
043	Clarke	5/2/2006	Vacancy Savings	Temporary Funds	5,000.00
043	Clarke	5/2/2006	Vacancy Savings	Office Expenses	5,677.37
510	Alexandria	5/3/2006	Vacancy Savings	Office Expenses	27,169.23
683	Manassas	5/4/2006	Vacancy Savings	Temporary Funds	6,417.00
683	Manassas	5/4/2006	Vacancy Savings	Temporary Funds	4,388.62
710	Norfolk	5/2/2006	Vacancy Savings	Office Expenses	33,908.46
765	Richmond City	5/5/2006	Vacancy Savings	Office Expenses	16,109.30
810	Virginia Beach	4/27/2006	Vacancy Savings	Office Expenses	27,533.40

321-06-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ALLEGHANY COUNTY	CIRCUIT COURT CLERK	05-02-06 Compensation Board staff notes: In the April docket the Acting Officer was approved additional Temporary Funds @ \$9,518.66, equivalent to position #2 DCIV @ \$35,899 from March 27, 2006 to June 30, 2006. The COIN system generated Vacancy Savings for this position in March, so the actual amount of additional Temporary Funds is \$8,974.75.	-0-	Noted.
SHENANDOAH COUNTY	CIRCUIT COURT CLERK	05-10-06 Officer requests reimbursement from the \$1 TTF budget of \$7,340; she intended to seek reimbursement from the \$4 TTF budget. Officer requests that her \$1 TTF money be credited by \$7,340 and her \$4 money debited by the same amount	-0-	Not Approved.
HANOVER COUNTY	CIRCUIT COURT CLERK	05-10-06 Officer requests to transfer budgeted FY06 TTF funds in the amount of \$763 from "Software/Network" line item to a new line item entitled "Extended Warranties" (vendor: Hewlett Packard) within the SERVICES budget. Request conforms with the criteria set out in §17.1-279.	-0-	Approved.
TECHNOLOGY TRUST FUND	CIRCUIT COURT CLERKS	05-24-06 The Compensation Board may wish to delegate authority to the Executive Secretary to approve written requests of Circuit Court Clerks to transfer funds within the EQUIPMENT and SERVICES budgets to different line items or create new line items in the current TTF budget in COIN. All transfer requests must 1) require no additional amount to be budgeted by the Compensation Board; 2) Be written (email or letter) and dated prior to the reimbursement request; and 3) Qualify as valid TTF purchases under the provisions of the Code of Virginia	N/A	Approved.

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 #06/10	N/A	Approved.
2.	TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents Training Status Report.	N/A	Noted.
3.	MONTHLY JAIL AUDIT ACTIVITY STATUS REPORT	COMPENSATION BOARD	Staff presents monthly Jail Audit Activity Status Report.	N/A	Noted.
4.	AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents Audit Status Report.	N/A	Noted.
5.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, June 21, 2006 and Wednesday, July 26, 2006.	N/A	Approved.

OTHER MATTERS

NEW BUSINESS:

6.

LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
EMERGENCY MEDICAL REQUESTS	SHERIFFS/JAILS	Staff presents emergency medical requests for reimbursement.	\$309,608.18 (Requested)	Compensation Board approved staff recommendations.
		NOTE: Compensation Board approved emergency medical requests in November 2005 totaling \$41,129.26 leaving an available balance for FY06 of \$335,880.74.	\$291,719.29 (Recommended for approval)	

Facility Name	Inmate Name	Date(s) of medical services	State Responsible	Bonus Start Date (date became state responsible)	Amount Requested	Amount Recommended for Approval	CB Staff Recommended Action Approve/Do not approve
Henry County Sheriff's Office	John G. Draper	11/07/05-11/18/05	Yes	03/21/06	4,461.20	0	Do not approve. Expenses incurred prior to becoming state responsible.
Riverside Regional Jail	Milton Grandison	09/02/05-09/19/05	Yes	05/09/05	2,747.65	2,747.65	Approve.
Riverside Regional Jail	Tasso Hazelwood	10/13/05-10/13/05	Yes	08/30/05	99.50	99.50	Approve.
Riverside Regional Jail	Travis Williams	10/13/05-10/13/05	Yes	05/17/05	195.50	195.50	Approve.
Riverside Regional Jail	Ernest Barnes	10/04/04-10/04/04	Yes	09/29/04	78.99	78.99	Approve.
Southside Regional Jail	Marcellus L. Jones	01/02/06-01/02/06	Yes	03/09/06	1,781.70	0	Do not approve. Expenses incurred prior to becoming state responsible.
Southside Regional Jail	Willie R. Bourn, Jr.	03/01/05-04/08/05	Yes	06/01/05	8,774.72	0	Do not approve. Expenses incurred prior to becoming state responsible.
Appomattox County Jail	Samuel I. Dews	03/27/05-05/23/05	Yes	02/20/05	283,093.93	283,093.93	Approve.
Prince William-Manassas Regional Adult Detention Center	Rudolph Zimpel	10/25/05-11/10/05	Yes	02/16/05	1,534.88	1,534.88	Approve.
Prince William-Manassas Regional Adult Detention Center	Trent L. Gaines	02/24/05-05/09/05	Yes	01/07/04	1,827.69	1,827.69	Approve.
Prince William-Manassas Regional Adult Detention Center	Kevin S. Keith	08/04/05	Yes	04/13/05	2,141.15	2,141.15	Approve.
Prince William-Manassas Regional Adult Detention Center	Tyreek Ware	04/01/05-06/21/05	No	N/A	2,871.27	0	Do not approve. Not state responsible during period that expenses were incurred.
TOTALS					309,608.18	291,719.29	

OTHER MATTERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
7. TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	<p>Collections: FY06 year to date collections total \$10,608,254, a 4.31% increase over the same period in FY05.</p> <p>Projections:</p> <ol style="list-style-type: none"> Based on current collections, FY06 TTF collections would be approximately \$12.7 million, an increase of 2.6% over FY05 collections. The 2006 Session Six Year Nongeneral Fund Revenue Estimate submitted to the Department of Planning and Budget was based on a 5-year average recordings based on collections, or \$11,681,660 annually for FY06 – FY12. Based on a projected reduction in recordings of 10% over the remainder of FY06, collections for FY06 would be \$12.5 million, an increase of 0.91% over FY05 collections. <p>Expenditures: FY06 YTD expenditures through February 15, 2006 (including a portion, but not all, January payroll reimbursements) total \$4,392,448.93, which is 37.85% of budgeted funding.</p>	N/A	Noted.

FOR YOUR INFORMATION
NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #06/11
MAY 24, 2006**

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Frank Drew. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.1-344.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 2.1-344.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to obtain consultation with legal counsel as to actual or “probable litigation” concerning

2) **Chairman Frank Drew: I move to return to open session. (_____ seconded the motion).**

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_____	No_____
Walter J. Kucharski, Member	Yes_____	No_____
Janie E. Bowen, Member	Yes_____	No_____

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_____	No_____
Walter J. Kucharski, Member	Yes_____	No_____
Janie E. Bowen, Member	Yes_____	No_____

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 #06/11

MAY 24, 2006

EMPLOYEE RECOGNITION
NONE.

304-06-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF/ SUPERINTENDENT	The following localities are requesting One Time Fund Transfers:	-0-	Approved per Compensation Board action of January 25, 2006. Because these are one-time approvals, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.

FIPS	LOCALITY CODE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED
051	304	DICKENSON CO.	05/23/06	TEMP	OFFICE EXP	\$65,000.00	\$65,000.00
087	304	HENRICO CO.	05/23/06	VAC SAVINGS	OFFICE EXP	\$33,959.06	\$33,959.06
167	304	RUSSELL CO.	05/23/06	VAC SAVINGS	OFFICE EXP	\$19,526.20	\$19,526.20
405	304	ALB/C'VILLE R.J.	05/22/06	VAC SAVINGS	OFFICE EXP	\$37,082.88	\$25,000.00
405	304	ALB/C'VILLE R.J.	05/22/06	VAC SAVINGS	TEMP	"	\$12,082.88
410	304	WINCHESTER R.J.	05/23/06	VAC SAVINGS	OFFICE EXP	\$14,742.60	\$14,742.60
460	304	PAMUNKY R.J.	05/23/06	VAC SAVINGS	OFFICE EXP	\$20,200.34	\$20,200.34
475	304	HAMPTON ROADS R.J.	05/22/06	VAC SAVINGS	OFFICE EXP	\$35,506.22	\$35,506.22
485	304	BLUE RIDGE R.J.	05/23/06	VAC SAVINGS	OFFICE EXP	\$13,283.91	\$13,283.91
550	304	CHESAPEAKE CITY	05/22/06	VAC SAVINGS	TEMP	\$23,367.89	\$23,367.89
700	304	NEWPORT NEWS	05/23/06	VAC SAVINGS	OFFICE EXP	\$37,290.74	\$37,290.74
700	304	NEWPORT NEWS	05/23/06	VAC SAVINGS	TEMP	\$3,984.19	\$3,984.19
760	304	RICHMOND CITY	05/23/06	VAC SAVINGS	TEMP	\$263,492.00	\$144,321.00
760	304	RICHMOND CITY	05/23/06	VAC SAVINGS	OFFICE EXP	"	\$119,165.00
770	304	ROANOKE CITY	05/23/06	VAC SAVINGS	OFFICE EXP	\$25,709.12	\$25,709.12
TOTALS						\$593,145.15	\$593,139.15

304-06-11: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF/ SUPERINTENDENT	The following localities are requesting Base Budget Fund Transfers:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. These are base budget transfers.

FIPS	LOCALITY CODE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
011	304	APPOMATTOX CO.	05/23/06	TURNOVER	TEMP	\$5,903.04	\$5,903.04	\$983.84
087	304	HENRICO CO.	05/23/06	TURNOVER	TEMP	\$18,148.20	\$18,148.20	\$3,024.70
125	304	NELSON CO.	05/23/06	TURNOVER	TEMP	\$3.51	\$3.51	\$0.59
TOTALS							\$24,054.75	\$4,009.13

LISTED BELOW	SHERIFF/ SUPERINTENDENT	The following localities are requesting Base Budget Fund transfers for Personnel Changes. Salary increases are within Compensation Board guidelines.	-0-	The Compensation Board approved the use of turnover funds at \$1,050.96 (Lancaster County) and \$12,643.92 (Nelson County) to effect the salary action requested in accordance with the Board's COIN Pay and Classification Policy. This action is at no additional cost to the Compensation Board.
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FIPS	LOCALITY CODE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
103	304	LANCASTER CO.	05/18/06	TURNOVER	PERM - POS 12	\$1,050.96	\$1,050.96	\$175.16
125	304	NELSON CO.	05/22/06	TURNOVER	PERM PERSONNEL	\$12,643.92	\$12,643.92	\$2,107.32
TOTALS							\$13,694.88	\$2,282.48

320-06-11: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RUSSELL COUNTY	COMMONWEALTH'S ATTORNEY	04-24-06 Officer requests to expend Office Expense Funds @ \$518 to purchase a three (3) year contract @ \$350 and Tracking Fee @ \$168 with the Supreme Court of Virginia. Officer states that at one time he had access to the VCIN System, but has lost the connectivity, which also lost the connection to the Supreme Court Case Management system. This office needs the Case Management system to keep up with vital information regarding date of birth, social security numbers of defendants as well as case numbers, court dates and the disposition of cases. Funding is available in the current Authorized Office Expense Funds. AT THEIR APRIL 26, 2006 MEETING, THE COMPENSATION BOARD DEFEERED THIS ITEM TO COMPENSATION BOARD STAFF FOR ACTION AS APPROPRIATE.	-0-	As this action does not involve the increasing the Officer's budget, the Board will approve this purchase agreement as a reimbursable expense. Additionally, Compensation Board staff is asked to do additional research to see if accessing VCIN via the Supreme Court is a more cost effective solution as opposed to purchasing these licenses from the Virginia State Police, whose VPN software is managed by VITA. VITA adds overhead charges to all purchases/procurements of software.

320-06-11: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
APPOMATTOX COUNTY	COMMONWEALTH'S ATTORNEY	05-19-06 The officer requests to reduce his salary \$105,178 to \$98,740 generating Turnover Funds @ \$6,438. Officer will fully restore the salary of pos. #00002, currently @ \$31,946 to \$38,384. Cost of restoration @ \$6,438.	-0-	Deferred pending review by the Office of the Attorney General (OAG). If the OAG decides that the officer cannot reduce his salary as requested, Compensation Board staff is directed to notify the Commonwealth's Attorney of that decision and no further action will be taken by the Compensation Board. If the OAG decides that the officer can reduce his salary as requested, the Compensation Board will review this request again at their June 21, 2006 meeting.
LISTED BELOW	COMMONWEALTH'S ATTORNEY	The following officer requests to transfer Vacancy Savings Funds to the category listed:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. This is a one-time transfer; not in the base budget.

FIPS	LOCALITY	REQUEST DATE	FROM	TO CATEGORY	AMOUNT	ANNUAL ONE TIME TRANSFER APPROVED
193	Westmoreland	5/17/06	Vacancy Savings	Temporary	11,129.53	11,129.53
760	Richmond City	5/12/06	Vacancy Savings	Office Expense	18,581.30	18,581.30
	TOTAL				29,710.83	29,710.83

320-06-11: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMONWEALTH'S ATTORNEY	In response to the notification of funds re-appropriated by the Governor for equipment, Commonwealth's Attorney's request reimbursement for equipment purchased or to be purchased in FY06.	Total Cost \$6,794.00 Stressed Cost \$4,594.81	Approved per Compensation Board action of January 25, 2006. Any amounts approved will be reimbursed at the stressed cost. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.

FIPS	LOCALITY	EQUIPMENT REQUESTED	REQUESTED QTY	REQUESTED COST	TOTAL REQUESTED COST	CATEGORY	IT	PER POLICY QTY	PER POLICY COST	TOTAL COST APPROVED	STRESSED COST
093	Isle Of Wight	PC	2	1,700.00	3,400	A	Y	2	1,200.00	2,400.00	1,579.20
093	Isle Of Wight	VCIN (new)	1	3,548.00	3,548	A	Y	1	3,548.00	3,548.00	2,334.58
093 Total					6,948					5,948.00	3,913.78
800	Suffolk	Monitor	3	282.00	846	A	Y	3	282.00	846.00	681.03
800 Total					846					846.00	681.03
Grand Total					7794					6,794.00	4,594.81

LISTED BELOW	COMMONWEALTH'S ATTORNEY	The following officer requests to transfer Vacancy Savings Funds to the categories listed:	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies. Because this is a one-time approval, any amounts not requested for reimbursement on or before the May 2006 payroll reimbursement request will not be available for expenditure in June 2006 or in FY07.
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FIPS	LOCALITY	REQUEST DATE	FROM	TO CATEGORY	AMOUNT	ANNUAL ONE TIME TRANSFER APPROVED
053	Dinwiddie	5/23/06	Vacancy Savings	Office Expense	14,000.00	14,000.00
053	Dinwiddie	5/23/06	Vacancy Savings	Temporary	6,000.00	6,000.00
155	Pulaski	5/22/06	Vacancy Savings	Office Expense	20,000.00	20,000.00
155	Pulaski	5/22/06	Vacancy Savings	Temporary	22,577.09	22,577.09
	TOTAL				62,577.09	62,577.09

734-06-11: COMMISSIONERS OF THE REVENUE NONE.

732-06-11: TREASURERS NONE.

321-06-11: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
\$1 TECHNOLOGY TRUST FUNDS (TTF)	CIRCUIT COURT CLERKS	<p>When making their request for FY06 \$1 TTF funds in August 2005, Circuit Court Clerks made the following certification:</p> <p>I certify that the amount of my request from the \$1 TTF Fund is based upon a shortfall of funds needed to achieve the goal of secure remote access to land records by July 1, 2006. The amount I am requesting from the \$1 TTF Fund is the difference between my current available funds and the total amount needed to reach the goal set by the General Assembly.</p> <p>Initial FY06 TTF \$1 requests from Clerks were approved by the Compensation Board on September 21, 2005. The minutes of that meeting stated the clear intention of the Board that Clerks would use the funds to obtain secure remote access to land records in FY06:</p> <p>It is the clear and unambiguous intent of the Compensation Board that these funds be utilized by the Clerks to acquire secure remote access by June 30, 2006.</p> <p>Therefore, the Compensation Board may wish to inform the Circuit Court Clerks that any FY06 budgeted, unexpended \$1 funds will be available for budgeting in FY07 (beginning October 1, 2006) only if the Clerk provides written certification to the Compensation Board by 5:00 p.m. July 19, 2006 that secure remote access is available in their locality. If secure remote access to land records is not available, the Compensation Board may wish to inform the Clerks that the funds will not be automatically provided in the Clerk's FY07 TTF available balance and will be subject to appropriation to all Circuit Court Clerks.</p>	-0-	Approved

OTHER MATTERS
NONE.

FOR YOUR INFORMATION
NONE.

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