

COMPENSATION BOARD DOCKET #08/01

July 18, 2007

EMPLOYEE RECOGNITION
NONE.

307-08-01: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF	FY08 The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2008 to office expense or temporary categories. AT THEIR MAY 16, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION #	CLASS	TO CATEGORY	AMOUNT REQUESTED
019	307	Bedford County	05/03/07	00048	L7	Temporary	\$28,385
161	307	Roanoke County	05/03/07	00066	CK A	Office Expense	\$22,309
161	307	Roanoke County	05/03/07	00100	CK B	Office Expense	\$24,386
161	307	Roanoke County	05/03/07	00111	CK A	Office Expense	\$21,338
191	307	Washington County	05/04/07	00029	L12	Temporary	\$61,838
						TOTAL	\$158,256

307-08-01: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	SHERIFF	<p>FY08 The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2008 to office expense or temporary categories.</p> <p>AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.</p>	-0-	<p>With the exception of Montgomery County and Richmond City, requests approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.</p> <p>The Compensation Board deferred action on the requests from the Montgomery County and Richmond City Sheriffs pending additional information from these officers and review by Compensation Board staff.</p>

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION #	CLASS	TO CATEGORY	AMOUNT REQUESTED	TOTAL BY LOCALITY
091	307	Highland County	06/05/07	00017	SECI	Office Expense	\$20,870	
							Total	\$20,870
107	307	Loudoun County	06/01/07	00111	PMED	Office Expense	\$31,597	
107	307	Loudoun County	06/01/07	00112	PMED	Office Expense	\$24,832	
107	307	Loudoun County	06/01/07	00113	PMED	Office Expense	\$17,785	
107	307	Loudoun County	06/12/07	00270	PMED	Office Expense	\$17,785	
107	307	Loudoun County	06/12/07	00271	PMED	Office Expense	\$17,785	
107	307	Loudoun County	06/12/07	00272	PMED	Office Expense	\$17,785	
107	307	Loudoun County	06/12/07	00273	PMED	Office Expense	\$17,785	
							Total	\$145,354
121	307	Montgomery County	06/04/07	00095	L7	Office Expense	\$27,148	
121	307	Montgomery County	06/04/07	00096	L7	Office Expense	\$27,148	
121	307	Montgomery County	06/04/07	00097	L7	Office Expense	\$27,148	
							Total	\$81,444
171	307	Shenandoah County	06/04/07	00050	CS7	Temporary	\$27,148	
							Total	\$27,148
405	307	Albemarle/Cville R.J.	06/11/07	00030	R C13	Temporary	\$46,306	
							Total	\$46,306
450	307	Rappahannock R.J.	05/09/07	00048	R CKA	Office Expense	\$22,811	
450	307	Rappahannock R.J.	05/09/07	00049	R CKA	Office Expense	\$20,870	
450	307	Rappahannock R.J.	05/09/07	00061	R CKB	Office Expense	\$26,070	
450	307	Rappahannock R.J.	05/09/07	00009	R CKB	Office Expense	\$23,325	
450	307	Rappahannock R.J.	05/09/07	00157	R CKB	Office Expense	\$22,811	
							Total	\$115,887

307-08-01: SHERIFFS & REGIONAL JAILS

CONTINUED.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION #	CLASS	TO CATEGORY	AMOUNT REQUESTED	TOTAL BY LOCALITY
455	307	Western Tidewater R.J.	06/07/07	00111	R CKB	Temporary	\$25,498	
455	307	Western Tidewater R.J.	06/07/07	00112	R CKB	Temporary	\$25,498	
455	307	Western Tidewater R.J.	06/07/07	00113	R CKB	Temporary	\$25,498	
455	307	Western Tidewater R.J.	06/07/07	00114	R CKB	Temporary	\$25,498	
							Total	\$101,992
460	307	Pamunkey R.J.	06/04/07	00109	R CKB	Office Expense	\$22,811	
460	307	Pamunkey R.J.	06/04/07	00110	R CKA	Office Expense	\$20,870	
460	307	Pamunkey R.J.	06/04/07	00111	R CKA	Office Expense	\$20,870	
							Total	\$64,551
475	307	Hampton Roads R.J.	06/04/07	00233	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00234	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00235	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00236	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00237	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00238	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00239	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00240	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00241	RPMED	Office Expense	\$17,785	
475	307	Hampton Roads R.J.	06/04/07	00242	RPMED	Office Expense	\$17,785	
							Total	\$177,850
491	307	Southside R.J.	05/29/07	00022	R CKB	Office Expense	\$23,325	
491	307	Southside R.J.	05/29/07	00025	R CKA	Office Expense	\$20,870	
491	307	Southside R.J.	05/29/07	00026	R CKA	Office Expense	\$20,870	
							Total	\$65,065
550	307	Chesapeake City	06/01/07	00009	CKA	Temporary	\$20,870	
550	307	Chesapeake City	06/01/07	00254	CKA	Temporary	\$20,870	
550	307	Chesapeake City	06/01/07	00255	CKA	Temporary	\$20,870	
550	307	Chesapeake City	06/01/07	00256	CKA	Temporary	\$20,870	
550	307	Chesapeake City	06/01/07	00257	CKA	Temporary	\$20,870	
							Total	\$104,350
595	307	Emporia City	06/08/07	00003	SECI	Temporary	\$20,870	
							Total	\$20,870

307-08-01: SHERIFFS & REGIONAL JAILS

CONTINUED.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION #	CLASS	TO CATEGORY	AMOUNT REQUESTED	TOTAL BY LOCALITY
740	307	Portsmouth City	05/09/07	00125	PREC	Office Expense	\$27,751	
740	307	Portsmouth City	05/09/07	00126	PREC	Office Expense	\$27,751	
740	307	Portsmouth City	05/09/07	00127	PREC	Office Expense	\$25,960	
740	307	Portsmouth City	05/09/07	00128	PREC	Office Expense	\$25,960	
							Total	\$107,422
730	307	Petersburg City	06/07/07	00076	PMED	Office Expense	\$17,963	
730	307	Petersburg City	06/07/07	00079	PREC	Office Expense	\$17,785	
730	307	Petersburg City	06/07/07	00082	CKA	Office Expense	\$19,092	
							Total	\$54,840
760	307	Richmond City	05/24/07	00060	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00061	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00089	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00107	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00135	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00137	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00149	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00186	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00198	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00201	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00211	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00226	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00287	C7	Office Expense	\$27,148	
760	307	Richmond City	05/24/07	00334	C7	Office Expense	\$27,148	
760	307	Richmond City	05/25/07	00381	C7	Office Expense	\$27,148	
							Total	\$407,220
810	307	Virginia Beach City	06/04/07	00255	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00256	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00257	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00258	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00259	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00260	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00261	PMED	Office Expense	\$17,785	
810	307	Virginia Beach City	06/04/07	00262	PMED	Office Expense	\$17,785	
							Total	\$142,280
							GRAND TOTAL	\$1,683,449

307-08-01: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
JAMES CITY COUNTY	SHERIFF	<p>FY08 06-07-07 Officer requests reconsideration of the reallocation policy. Courthouse security requires a minimum of two deputies (as recommended by a United States Marshall security survey) at the Main Entrance security checkpoint, and a third deputy assists at this location during peak hours. This locality occasionally operates more than three courtrooms at once, sometimes assigning more than two deputies in the courtroom to ensure order and security. Court services deputies are also needed for transportation of inmates and to secure the control room/lockup facility. The civil process deputies serve two jurisdictions – Williamsburg and James City County – covering a combined area of 185 square miles with a population in excess of 70,000.</p> <p>AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION ON THIS REQUEST PENDING ADDITIONAL REVIEW AND ANALYSIS.</p>	-0-	The Compensation Board approved an exemption from the reallocation policy for 1 position as an exception to policy, based upon specific conditions stated by the officer on a one-time basis for FY08.

307-08-01: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LYNCHBURG CITY	SHERIFF	<p>FY08 06-11-07 Sheriff requests an exception to the reallocation policy stating that his office is subject to the loss of 4 permanent positions. Officer states that for the past 12 years court day workload information was submitted incorrectly during budget request. This mistake was not realized until 2007 and since it was discovered he has submitted true and accurate information. These correct numbers have caused a dramatic decrease in workload reporting causing the office to be subject to a loss of 4 positions based on current staffing methodology. The Sheriff does not think that it is fair to penalize his already over worked office by taking away positions previously approved by the Compensation Board. He understands that the numbers were incorrect but believes that the mistake should have been realized at some period in the past 12 years.</p> <p>Officer suggests that existing staffing standards for court services deputies are outdated with regard to the current societal landscape and the violent nature of issues now faced in courthouses and courtrooms; that existing Compensation Board funded positions and additional City funded resources combined do not adequately provide coverage for daily responsibilities of the Sheriff's Office. Officer proposes a solution in the form of changes to the current staffing standards that would reduce the number of papers served per hour for all offices, and increase by one-half of a position the number of deputies per courtroom when court is in session. Officer also proposes adding a staffing standard for transportation of inmates and mental patients based upon the amount of deputy time per transport and the number of transports per jurisdiction.</p> <p>Currently, the Sheriff's Office is in excess of the staffing standard for Court Services deputies by 4.41 positions. Adopting the Sheriff's recommended changes to the standards for papers served and courtroom security would result in the Sheriff's office being due an additional 0.57 positions, and adopting the Sheriff's recommended standard for transportation would result in the Sheriff's office being due 3.39 further deputy positions.</p> <p>AT THEIR JUNE 20, 2007 MEEING, THE COMPENSATION BOARD DEFERRED ACTION ON THIS REQUEST FOR EXEMPTION FROM THE REALLOCATION POLICY PENDING ADDITIONAL REVIEW AND ANALYSIS. THE BOARD THANKED THE SHERIFF FOR HIS INPUT REGARDING REVISIONS TO THE STAFFING STANDARDS AND NOTED TO THE SHERIFF THAT STAFF IS CURRENTLY WORKING WITH THE STAFFING STANDARDS COMMITTEE OF THE VIRGINIA SHERIFFS' ASSOCIATION TO REVIEW THE CURRENT STAFFING STANDARDS FOR COURT SECURITY AND PROCESS SERVICE AND TO CONSIDER THE ISSUE OF TRANSPORTATION, AND HIS INPUT IS BEING CONSIDERED AS A PART OF THOSE ONGOING DISCUSSIONS.</p>	-0-	The Compensation Board approved an exemption from the reallocation policy for 2 positions as an exception to policy, based upon specific conditions stated by the officer on a one-time basis for FY08

307-08-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ROCKBRIDGE REGIONAL JAIL	SUPERINTENDENT	06-19-07 Officer requests a Base Budget Transfer.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a base budget transfer.

FIPS	OFFICE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
445	307	Rockbridge R.J.	06/19/07	Office/Vehicle	Temporary	\$4,850.00	\$4,850	\$4,850
		TOTALS					\$4,850	\$4,850

ROCKBRIDGE REGIONAL JAIL	SUPERINTENDENT	07-10-07 Superintendent is requesting emergency one-time temporary funding in the amount of \$8,500 for FY08. This would cover the salary of a temporary employee from September 2007 thru December 2007. This employee is being assigned the duties of an officer who will be out on medical leave until February of 2008. The superintendent has transferred \$4,850 from his Office Expense budget to his Temporary to assist in funding the temporary position. The \$8,500 is needed to cover the shortfall until he is able to transfer turnover that will be realized in January to his Temporary Personnel Budget.	\$8,500	Approved as an exception to policy, based upon the specific conditions stated by the officer.
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LISTED BELOW	SHERIFF/SUPERINTENDENT	FY08 The following offices are requesting Base Budget Fund transfers for Personnel Changes. Salary increases are within Compensation Board guidelines. The officers are requesting that these salary increases be effective July 1, 2007.	-0-	Middlesex County: The Compensation Board approved a transfer of \$2,325 from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years.
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Piedmont Regional Jail: The Compensation Board approved a transfer of \$4,248 from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years.

FIPS	OFFICE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
119	307	Middlesex County	07/09/07	Base Temporary	Position #00016	\$40,149	\$2,325	\$2,325
430	307	Piedmont Regional Jail	07/09/07	Base Temporary	Position #00025	\$11,693	\$1,748	\$1,748
430	307	Piedmont Regional Jail	07/09/07	Base Temporary	Position #00033	\$11,693	\$2,500	\$2,500
		TOTALS					\$6,573	\$6,573

717-08-01: DIRECTORS OF FINANCE
NONE.

771-08-01: COMMISSIONERS OF THE REVENUE

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	COMMISSIONER OF THE REVENUE	<p>FY08 The following officers request to transfer funds from a vacant position to the categories listed for FY08.</p> <p>AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.</p>	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
005	771	Alleghany County	06/12/07	00005	DII	Temporary	13,674
		TOTAL					\$13,674

772-08-01: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CRAIG COUNTY	COMMONWEALTH'S ATTORNEY	<p>FY08 05-7-07 Officer requests to transfer annual Vacancy Savings to Temporary Funds.</p> <p>AT THEIR MAY 16, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.</p>	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
045	772	Craig County	05/07/07	00002	SECB	Temporary	10,799
		TOTAL					\$10,799

AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.

Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
053	772	Dinwiddie County	05/24/07	00006	ATTI	Temporary	43,639
840	772	Winchester City	05/24/07	00013	ATTI	Temporary	43,639
		TOTAL					\$87,278

772-08-01: 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 ATTORNEYS	FY08 Officers request to transfer annual Vacancy Savings to Temporary Funds and/or Office Expense.	-0-	Lunenburg County: Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

The Compensation Board deferred action on the request from the Smyth County Commonwealth's Attorney pending additional information from the officer and review by Compensation Board staff.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
111	772	Lunenburg County	06/26/07	00003	ATTI	Office Expense	13,639
111	772	Lunenburg County	06/26/07	00003	ATTI	Temporary	30,000
173	772	Smyth County	07/10/07	00005	JSECA	Office Expense	11,834
		TOTAL					\$55,473

PATRICK COUNTY	COMMONWEALTH'S ATTORNEY	6-20-07 2007 Substitute Prosecutor requests an exception to the 60 day reimbursement policy. Submission of request was delayed pending notification of appeal decision and heavy workload of only one (1) administrative staff employee.	\$45.59	Approved as an exception to policy, based upon the specific conditions stated by the officer.
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Prosecutor	Expenses From - To	Defendant	Total
Christopher Corbett	02-13-07 / 03-26-07	Everett Elton Rakes, Jr.	\$45.59
		Total	\$45.59

WISE COUNTY	COMMONWEALTH'S ATTORNEY	06-26-07 Acting Officer requests additional Temporary Funding @ \$16,880.61. This is equivalent position #2 ATII @ \$48,440 from July 1, 2007 to November 6, 2007. The election will be held on November 6, 2007.	-0-	Approved at no additional cost to the Compensation Board.
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This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position #2 ATII is not vacant during the period in which I am the Acting Commonwealth's Attorney, consequently funds cannot be transferred from this position.

JAMES CITY COUNTY

COMMONWEALTH'S
ATTORNEY

07-9-07 Acting Officer requests additional Temporary Funding @ \$22,707.97. This is equivalent position #5 ATTIV @ \$65,162 from July 1, 2007 to November 6, 2007. The election will be held on November 6, 2007.

This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position #5 ATTIV is not vacant during the period in which I am the Acting Commonwealth's Attorney, consequently funds cannot be transferred from this position.

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Approved at no additional cost to the Compensation Board.

773-08-01: CIRCUIT COURT CLERKS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RUSSELL COUNTY	CIRCUIT COURT CLERK	FY08 06-16-07 Officer requests to transfer annual Vacancy Savings to Temporary Funds.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.				

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
167	773	Russell County	06/16/07	00005	DCI	Temporary	10,794
		TOTAL					\$10,794

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PRINCE EDWARD COUNTY	CIRCUIT COURT CLERK	07-02-07 Officer requests to transfer base Temporary Funds into Permanent Salaries to fund an Internal Salary Adjustment. The salaries requested are within 10% of current salaries and will bring one salary to the minimum of the pay band.	-0-	The Compensation Board approved a transfer of \$14,242 from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years.

FIPS	OFFICE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
147	773	Prince Edward County	07/02/07	Temporary	Permanent Salaries	\$17,569.00	14,242.00	\$14,242.00
		TOTALS					14,242.00	\$14,242.00

PULASKI COUNTY	CIRCUIT COURT CLERK	07-12-07 Officer requests to transfer the annual salary of the position below to Temporary Funds. Officer does not plan to fill this position in FY08.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
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FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
155	773	Pulaski County	07/12/07	00006	SCT	Temporary	11,491
		TOTAL					\$11,491

773-08-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CIRCUIT COURT CLERKS	CIRCUIT COURT CLERKS	<p>The FY07 TTF Budget Request process completed in August 2006 required Circuit Court Clerks who requested monies from the TTF \$1 Fund (60 in number, including mid-year docket requests) to certify a shortfall of funds needed to achieve the goal of secure remote access to land records by July 1, 2007. Compensation Board approval of the \$1 requests in September 2006 was contingent upon the "clear and unambiguous intent of the Compensation Board that for Circuit Court Clerks not yet providing secure remote access (SRA) to land records, the request for TTF monies must include funds to be utilized by Clerks to provide SRA to land records on or before July 1, 2007."</p> <p>In the June 2007 Board meeting, the Compensation Board restricted the carryover of unexpended FY07 TTF \$1 funds to FY08 TTF cash balances available to Clerks who certified to providing secure remote access to land records on or before July 11, 2007 (the deadline for the July 2007 docket). In June 2007, an electronic process was initiated with instructions to download a certification form to be faxed to the Compensation Board staff from the 60 Clerks. In FY07:</p> <ul style="list-style-type: none"> • 28 Clerks fully expended their \$1 funds; and • 32 Clerks have unexpended \$1 funds totaling \$769,014.53. <p>All 32 Clerks with unexpended \$1 funds responded to the certification process. It was determined that:</p> <ul style="list-style-type: none"> • 25 Clerks certified to currently providing SRA to land records to public subscribers. Unexpended \$1 funds of these 25 Clerks totaled \$690,964.99. • 7 Clerks certified to not currently providing SRA to land records to public subscribers. Unexpended \$1 funds of these 7 Clerks totaled \$78,049.54. 	N/A	<p>The Compensation Board approves the:</p> <ol style="list-style-type: none"> 1) Non-carryover of unexpended FY07 \$1 funds to the FY08 TTF cash balance available for 7 Clerks that certified to not currently providing SRA to land records to public subscribers, totaling \$78,049.54; and 2) Carryover of unexpended FY07 \$1 funds to the FY08 TTF cash balance available for 25 Clerks that certified to providing SRA to land records to public subscribers, totaling \$690,964.99. <p>\$1 Fund balances not carried over will revert to the FY08 TTF \$1 cash balance available for allocation to Clerks' offices statewide.</p>

774-08-01: TREASURERS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
LISTED BELOW	TREASURER	<p>FY08 The following officers request to transfer funds from a vacant position to the category listed for FY08.</p> <p>AT THEIR JUNE 20, 2007 MEETING, THE COMPENSATION BOARD DEFERRED ACTION UNTIL THE JULY 18, 2007 MEETING.</p>	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
007	774	Amelia County	06/04/07	00003	DI	Temporary	5960.00
165	774	Rockingham County	06/12/07	00008	DI	Temporary	4680.00
620	774	City of Franklin	06/13/07	00002	DII	Temporary	32582.00
620	774	City of Franklin	06/13/07	00003	DI	Office Expense	9410.00
		TOTAL					\$52,632.00

774-08-01: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CITY OF SUFFOLK	TREASURER	<p>07-11-07 Officer requests consideration of payment of FY07 equipment expenses approved by the Compensation Board at its February meeting. Equipment was approved as follows:</p> <ul style="list-style-type: none"> • 5 PC's @ \$1200 each • 4 Printers @ \$750 each • 1 Printer @ \$250 each <p>Officer states that when the deputy attempted to claim reimbursement in COIN she entered the quantities in the incorrect column, and did not realize that the reimbursement for equipment had not been processed.</p>	<p>\$9,250 (Budgeted)</p> <p>\$2,222.78 (Reimbursed)</p>	Approved as an exception to policy, based upon the specific conditions stated by the officer.

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 #07/12.	N/A	Approved.
2.	TRAINING STATUS REPORT	COMPENSATION BOARD	Staff presents Training Status Report. (no updates since May 2007 report)	N/A	N/A
3.	MONTHLY ACTIVITY REPORT - LIDS JAIL AUDITS & JAIL COST REPORT REVIEWS	COMPENSATION BOARD	Staff presents monthly activity report for Local Inmate Data System (LIDS) Jail Audits and Jail Cost Report Reviews.	N/A	Noted.
4.	ANNUAL LIDS AUDIT STATUS REPORT	COMPENSATION BOARD	Staff presents annual LIDS Audit Status Report.	N/A	Noted.
5.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, August 15, 2007 at 11:00 a.m. and Wednesday, September 19, 2007 at 11:00 a.m.	N/A	Approved.
6.	FY07 TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT COURT CLERKS	Collections: FY07 PRELIMINARY year-to-date collections totaled \$10,938,542.72, a 7.3% decrease over FY06 collections. Expenditures: FY07 Clerks' expenditures totaled \$7,564,055.96, which was 52.55% of budgeted funding.	N/A	Noted.
7.	FINES AND FEES FORMS	COMMONWEALTH'S ATTORNEYS AND CIRCUIT COURT CLERKS	Staff presents for Board review the Fines and Fees materials, including a Policy Statement, to be sent to Commonwealth's Attorneys and Circuit Court Clerks for FY07 assessment and collection of court and delinquent fines and fees.	NA	Approved.
8.	POSITION REALLOCATION POLICY IN SHERIFFS' OFFICES	COMPENSATION BOARD	Staff presents proposed revision to the Position Reallocation Policy in Sheriffs' Offices to clarify the policy methodology.	N/A	Approved.
9.	REVISED FY08 BUDGET ALLOCATION PACKAGE ATTACHMENT IV	COMPENSATION BOARD	Staff presents revised page in Sheriffs' FY08 budget allocation package for confirmation based upon Board action at the June 20, 2007 meeting.	N/A	Approved.

FOR YOUR INFORMATION
NONE.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #08/01
July 18, 2007**

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

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 <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 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"/>
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.

H A N D C A R R Y

COMPENSATION BOARD DOCKET #08/01

July 18, 2007

EMPLOYEE RECOGNITION
NONE.

307-08-01: 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	The following localities are requesting to transfer the salaries of positions that will remain vacant for the entire fiscal year 2008 to office expenses or temporary categories.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION #	CLASS	TO CATEGORY	AMOUNT REQUESTED	TOTAL BY LOCALITY
001	307	Accomack County	07/13/07	00055	CS7	Temporary	\$27,148	
001	307	Accomack County	07/13/07	00062	L7	Temporary	\$27,148	
							Total	\$54,296
087	307	Henrico County	07/13/07	00154	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00155	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00164	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00165	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00166	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00167	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00168	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00169	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00170	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00171	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00172	PMED	Office Expense	\$17,785	
087	307	Henrico County	07/13/07	00173	PMED	Office Expense	\$17,785	
							Total	\$213,420
139	307	Page County	07/13/07	00006	L11	Temporary	\$59,148	
139	307	Page County	07/13/07	00007	CS7	Temporary	\$34,513	
							Total	\$93,661
165	307	Rockingham County	07/13/07	00119	PMED	Office Expense	\$25,390	
165	307	Rockingham County	07/13/07	00121	PMED	Office Expense	\$18,594	
165	307	Rockingham County	07/13/07	00122	PMED	Office Expense	\$17,785	
165	307	Rockingham County	07/13/07	00123	PMED	Office Expense	\$17,785	
165	307	Rockingham County	07/13/07	00124	PMED	Office Expense	\$18,185	
165	307	Rockingham County	07/13/07	00125	PMED	Office Expense	\$18,594	
							TOTAL	\$116,333

307-08-01: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MARTINSVILLE CITY	SHERIFF	FY08 The following office is requesting Base Budget Fund transfers for Personnel Changes. Salary increases are within Compensation Board guidelines. The officers are requesting that these salary increases be effective July 1, 2007.	-0-	The Compensation Board approved a transfer of \$39,383 from base temporary to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer's temporary budget in the current as well as subsequent fiscal years.

FIPS	OFFICE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
690	307	Martinsville City	07/16/07	Base Temporary	Position 00002	\$123,335	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00003	\$120,516	\$1,298	\$1,298
690	307	Martinsville City	07/16/07	Base Temporary	Position 00004	\$119,218	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00009	\$116,399	\$2,882	\$2,882
690	307	Martinsville City	07/16/07	Base Temporary	Position 00016	\$113,517	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00018	\$110,698	\$3,545	\$3,545
690	307	Martinsville City	07/16/07	Base Temporary	Position 00020	\$107,153	\$3,545	\$3,545
690	307	Martinsville City	07/16/07	Base Temporary	Position 00026	\$103,608	\$1,298	\$1,298
690	307	Martinsville City	07/16/07	Base Temporary	Position 00027	\$102,310	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00031	\$99,491	\$1,327	\$1,327
690	307	Martinsville City	07/16/07	Base Temporary	Position 00035	\$98,164	\$5,291	\$5,291
690	307	Martinsville City	07/16/07	Base Temporary	Position 00036	\$92,873	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00037	\$90,054	\$1,327	\$1,327
690	307	Martinsville City	07/16/07	Base Temporary	Position 00040	\$88,727	\$2,819	\$2,819
690	307	Martinsville City	07/16/07	Base Temporary	Position 00047	\$85,908	\$1,956	\$1,956
		TOTALS					\$39,383	\$39,383

HAMPTON ROADS REGIONAL JAIL	SUPERINTENDENT	07-17-07 Superintendent asks that the Compensation Board authorize a Department of Corrections staffing study be conducted at the Hampton Roads Regional Jail. The staffing study is being requested in order to seek additional positions or funding for the facility based on the continued growth of state and local offenders. In addition to increased criminal population, Hampton Roads Regional Jail is also dealing with a tremendous increase in the number of inmates with mental illness disorders; who are HIV positive; and have other medical issues. Due to the severe medical acuity of their inmate population, a much greater staffing than normal is required.	-0-	The Compensation Board will request that the Department of Corrections perform a staffing analysis of the Hampton Roads Regional Jail.
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717-08-01: DIRECTORS OF FINANCE
NONE.

771-08-01: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SURRY COUNTY	COMMISSIONER OF THE REVENUE	07-11-07 Acting Officer requests additional Temporary Funding @ \$8,889.84. This is equivalent to position #3 DII @ \$25,510 from July 1, 2007 through November 6, 2007. The Election will be held on November 6, 2007. This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of \$24.2-226 and 228 is that position #3 DII is not vacant during the period in which I am the Acting Commissioner of the Revenue, consequently funds cannot be transferred from this position.	-0-	Approved at no additional cost to the Compensation Board.

772-08-01: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
KING WILLIAM COUNTY	COMMONWEALTH'S ATTORNEY	07-17-07 Officer requests to transfer Office Expense Funds into Permanent Salaries to fund an Internal Salary Adjustment to position #2. The salary requested is within 10% of current salary.	-0-	The Compensation Board approved a transfer of \$1,254 from base office expense to effect the salary action(s) requested by the officer in accordance with the Compensation Board's pay and classification policy. This action(s) will result in a reduction in the officer's office expense budget in the current as well as subsequent fiscal years.

FIPS	OFFICE	LOCALITY NAME	REQUEST DATE	FROM CATEGORY	TO CATEGORY	AMOUNT AVAILABLE	AMOUNT REQUESTED	PRORATED AMOUNT
101	772	King William County	07/17/07	Office Expense	Permanent Salaries	\$1,254.00	1,254.00	\$1,254.00
		TOTALS					1,254.00	\$1,254.00

773-08-01: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
KING GEORGE COUNTY	CIRCUIT COURT CLERK	07-13-07 Officer requests to transfer the annual salary of the position below to Temporary Funds. Officer does not plan to fill this position in FY08.	-0-	Approved per the Compensation Board's FY08 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	OFFICE	LOCALITY	REQUEST DATE	FROM POSITION	CLASS	TO CATEGORY	AMOUNT
099	773	King George County	07/13/07	00004	GOC	Temporary	8,513
		TOTAL					\$8,513

BUCHANAN COUNTY	CIRCUIT COURT CLERK	07-17-07 Acting Officer requests additional Temporary Funding @ \$16,198.97. This is equivalent position #2 DCIV @ \$46,484 from July 1, 2007 to November 6, 2007. The election will be held on November 6, 2007.	-0-	Approved at no additional cost to the Compensation Board.
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This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position #2 DCIV is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.

774-08-01: TREASURERS NONE.

OTHER MATTERS NONE.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
 Date: July 18, 2007
 Time: 12:00 p.m.
 Location: Compensation Board Conference Room
 Oliver Hill Building, 102 Governor Street
 Richmond, VA 23219
 Members: Frank Drew, Chairman (present)
 Walter J. Kucharski, ExOfficio Member (present)
 Janie E. Bowen, ExOfficio Member (present)