

COMPENSATION BOARD DOCKET #06/05

NOVEMBER 30, 2005

EMPLOYEE RECOGNITION

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RUSSELL COUNTY	CIRCUIT COURT CLERK	<p>11-07-05 Letter to Frank Drew, Chairman, Compensation Board, from Dollie M. Compton, Russell County Clerk, regarding Paige Curtis, Senior Fiscal Technician:</p> <p>"I just wanted to take this opportunity to tell you how much I appreciate Paige Curtis. Paige has always been helpful and considerate. She has never treated me with anything but consideration and respect. Words cannot express how thoughtful and helpful she has been to me over the past five years."</p>	N/A	The Compensation Board wishes to thank the Clerk for her kind remarks.

304-06-05: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PIEDMONT REGIONAL JAIL	JAIL BOARD	<p>9-14-05 Piedmont Regional Jail requests exemption to the federal inmate recovery.</p> <p>AT THEIR SEPTEMBER 21, 2005 MEETING, COMPENSATION BOARD DEFERRED ACTION ON THIS REQUEST PENDING REVIEW BY LEGAL COUNSEL AND RECEIPT OF THE PIEDMONT REGIONAL JAIL'S BUSINESS PLAN FOR THE EXPANSION AND OPERATION OF THE FACILITY HOUSING FEDERAL INMATES AS WELL AS RECEIPT OF THE PIEDMONT REGIONAL JAIL'S COST ALLOCATION PLAN FOR HOUSING FEDERAL INMATES PREPARED PURSUANT TO OMB CIRCULAR A-87 (REVISED MAY 10, 2004).</p> <p>AT THEIR OCTOBER 19, 2005 MEETING, THE COMPENSATION BOARD HAD NOT RECEIVED THE BUSINESS PLAN FOR THE EXPANSION AND OPERATION OF THE FACILITY HOUSING FEDERAL INMATES, OR THE JAIL'S COST ALLOCATION PLAN FOR HOUSING FEDERAL INMATES AS REQUESTED BY LETTER OF SEPTEMBER 21, 2005. FURTHER ACTION ON THIS MATTER WAS DEFERRED PENDING RECEIPT OF THIS INFORMATION.</p>	N/A	<p>The Compensation Board received the response of the Piedmont Regional Jail on November 1. The Compensation Board notes that the Piedmont Regional Jail does not have a business plan for the expansion of its federal holding facility; previous and current Piedmont Regional Jail budget documents provide insufficient information and cannot be used by the Compensation Board in its analysis. Robert Huff with Robinson Farmer & Cox advised the Executive Secretary by phone on November 29 that the jail would be developing a business plan in the near future and will provide a copy to the Compensation Board when completed. Compensation Board staff will follow-up with Piedmont Regional Jail staff regarding additional information. Further, the material provided by the Piedmont Regional Jail regarding the requirements of OMB circular A-87 do not appear responsive to our request. We will be contacting the U.S. Marshall Service, I.C.E. and OMB for clarification. The Compensation Board also requests the Piedmont Regional Jail to provide a copy of any approval by any federal agency of their cost allocation plan or to advise the Compensation Board if no such approval has been granted. The Compensation Board deferred action on the Piedmont Regional Jail request of September 14, 2005 until these matters are resolved.</p>

304-06-05: SHERIFFS & REGIONAL JAILS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BOTETOURT COUNTY	SHERIFF	<p>9-30-05 Officer requests 3 additional emergency correctional positions. The jail capacity is 38 and the current jail population is 70. According to the July 1, 2005 staffing standards, the ADP is 62.54. Additional needed is 1.57. The percent of need is 5.68%.</p> <p>AT THEIR OCTOBER 19, 2005 MEETING THE COMPENSATION BOARD DEFERRED PENDING ADDITIONAL REVIEW BY COMPENSATION BOARD STAFF AND ADDITIONAL INFORMATION FROM THE SHERIFF. SPECIFICALLY, THE SHERIFF IS REQUESTED TO PROVIDE THE DUTY POST ASSIGNMENTS OF THE REQUESTED POSITION TO THE COMPENSATION BOARD BY NOVEMBER 2, 2005.</p>	\$75,012	Based upon an ADP for the period October 2004 to September 2005 of 71.8, Officer is due 2.76 additional EC7 positions, and the jail is 88.95% above rated operating capacity of 38. Officer requested 1 additional EC7 position in his FY06 budget request. Compensation Board approves position and funding to support 1 additional EC7, effective December 1, 2005.

304-06-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PITTSYLVANIA COUNTY	SHERIFF	10-20-05 Officer requests to transfer \$4,869 from base temporary to permanent salaries to increase the salary for position 00043 to \$29,873. This is to hire Marvin Pickeral with 8 years experience. This is within 15% of his previous salary. Prorated \$3,651.75.	-0-	The Compensation Board approved a transfer of \$4,869 from base temporary 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 budget in the current as well as subsequent fiscal years.
MASTER DEPUTY PROGRAM AUDITS	MASTER DEPUTY AUDIT COMMITTEE	11-01-05 Master Deputy Audit Committee reports the results of the Master Deputy Program audits.	N/A	Compensation Board concurs with the Committee's recommendations and directs staff to follow-up accordingly.
RAPPAHANNOCK COUNTY	SHERIFF	11-08-05 Officer requests to transfer \$4,016 from base temporary salaries to permanent salaries for Position #12 (\$3,405) and Position #14 (611). Salaries requested meet the Pay Factors and Pay Practices.	-0-	The Compensation Board approved a transfer of \$4,016 from base temporary 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 budget in the current as well as subsequent fiscal years.
SHENANDOAH COUNTY	SHERIFF	11-10-05 Officer requests to transfer \$2,495 from base temporary to permanent salaries to fund internal salary adjustment for position 00036. The increase is within 10% above the current salary. The increase is within the min and max of the pay band. The salary increase is effective November 1, 2005. Prorated \$1663.33.	-0-	The Compensation Board approved a transfer of \$2,495 from base temporary 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 budget in the current as well as subsequent fiscal years.
SOUTHWEST VIRGINIA REGIONAL JAIL	JAIL ADMINISTRATOR	11-15-05 Per conference call of October 24, 2005, Administrator requests payment of per diem reimbursements for May to August. At its October meeting, the Board voted to withhold payments until errors and deficiencies identified in the LIDS audit were corrected. Audit staff returned to SWVRJ on 11-14 and 11-15 and found corrective action taken by the jail to be satisfactory.	N/A	Approved to pay May, June, July and August per diems.

304-06-05: 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	SHERIFFS	The following Sheriffs have sent in their Accreditation Certificate by 5:00 p.m. November 1, 2005. After the December 1 increase of 4.4% the General Assembly set, the total amount for their 9.3% increase for 7 months (December 1, 2005 – June 30, 2006) is \$152,711.42.	\$152,711.42 (7 months)	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies.

FIPS	Locality	FIPS	Locality
001	Accomack County	089	Henry County
003	Albemarle County	099	King George County
510	Alexandria City	121	Montgomery County
013	Arlington County	127	New Kent County
015	Augusta County	710	Norfolk City
019	Bedford County	139	Page County
023	Botetourt County	153	Prince William County
031	Campbell County	770	Roanoke City
550	Chesapeake City	161	Roanoke County
041	Chesterfield County	165	Rockingham County
047	Culpeper County	775	Salem City
059	Fairfax County	179	Stafford County
073	Gloucester County	810	Virginia Beach City
075	Goochland County	195	Wise County
650	Hampton City	199	York County
085	Hanover County		

304-06-05: 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	SHERIFFS/ SUPERINTENDENTS	The following localities are requesting PC's.	\$106,264.44	Approved per the Compensation Board's FY06 Budget Priorities and Policies. 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	PC's Available	PC's Requested	Laptop PC's Requested	PC Cost (\$1200 or less)	Laptop Cost (\$2200 or less)	Stress Factor	Stressed Cost
139	Page County	12	5	0	\$6,000.00	\$0.00	74.36%	\$4,461.60
410	Northwestern RJ	15	5	1	\$3,755.00	\$949.00	72.38%	\$3,404.76
430	Piedmont RJ	18	18	0	\$21,600.00	\$0.00	78.67%	\$16,992.72
450	Rappahannock RJ	44	44	0	\$52,800.00	\$0.00	72.64%	\$38,353.92
480	New River Valley RJ	7	4	0	\$4,289.56	\$0.00	89.09%	\$3,821.57
480	New River Valley RJ	7	3	0	\$3,129.42	\$0.00	89.09%	\$2,788.00
491	Southside RJ	11	11	0	\$13,200.00	\$0.00	99.59%	\$13,145.88
590	Danville City	20	18	2	\$21,600.00	\$4,400.00	89.60%	\$23,296.00
	TOTALS	134	108	3	\$126,373.98	\$5,349.00		\$106,264.44

304-06-05: 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	SHERIFFS/ SUPERINTENDENTS	The following localities are requesting LiveScans or LiveScan Upgrades with Backup Digital Cameras for FY06 at a cost of \$102,770.49.	\$102,770.49	Approved per the Compensation Board's FY06 Budget Priorities and Policies; contingent upon the Sheriff's compliance with Compensation Board policies regarding LiveScan purchases. Any amounts approved will be reimbursed at the stressed cost amount. 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	Qty	Cost	FY06 Stress Factor	Stressed Cost
001	Accomack County	1	\$3,425	78.86%	\$2,700.96
005	Alleghany County	1	\$3,425	79.72%	\$2,730.41
015	Augusta County	1	\$3,425	65.76%	\$2,252.28
033	Caroline County	1	\$3,425	69.45%	\$2,378.66
037	Charlotte County	1	\$3,425	79.36%	\$2,718.08
041	Chesterfield County	4	\$13,700	59.03%	\$8,087.11
053	Dinwiddie County	1	\$12,910	70.67%	\$9,123.50
101	King William County	1	\$3,425	61.92%	\$2,120.76
109	Louisa County	1	\$3,425	57.17%	\$1,958.07
115	Mathews County	1	\$3,425	65.43%	\$2,240.98
117	Mecklenburg County	1	\$3,425	77.56%	\$2,656.43
127	New Kent County	1	\$3,425	54.86%	\$1,878.96
139	Page County	1	\$2,065	74.36%	\$1,535.53
141	Patrick County	1	\$3,425	73.90%	\$2,531.08
147	Prince Edward County	1	\$2,065	78.67%	\$1,624.54
167	Russell County	1	\$12,910	79.70%	\$10,289.27
169	Scott County	1	\$3,425	76.46%	\$2,618.76
171	Shenandoah County	1	\$3,425	68.37%	\$2,341.67
173	Smyth County	1	\$3,425	86.54%	\$2,964.00
181	Surry County	1	\$3,425	55.28%	\$1,893.34
430	Piedmont RJ	1	\$3,425	78.67%	\$2,694.45
450	Rappahannock RJ	1	\$3,425	72.64%	\$2,487.92
480	New River Valley RJ	1	\$3,425	89.09%	\$3,051.33
491	Southside RJ	1	\$3,425	99.59%	\$3,410.96
493	Middle River RJ	1	\$12,910	85.70%	\$11,063.87
590	Danville City	1	\$2,065	89.60%	\$1,850.24
590	Danville City	1	\$12,910	89.60%	\$11,567.36
Totals		26	\$136,610		\$102,770.49

320-06-05: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SCOTT COUNTY	COMMONWEALTH'S ATTORNEY	<p>9-15-05 Officer requests exception to Compensation Board policy for calculating staffing standards.</p> <p>AT THEIR OCTOBER 19, 2005 MEETING, THE COMPENSATION BOARD DEFERRED THIS REQUEST TO THE NOVEMBER 30TH MEETING PENDING STAFF REVIEW.</p>	N/A	<p>The Compensation Board approved as an exception to policy a request from the Colonial Heights Commonwealth's Attorney based upon his representations that the Circuit Court Clerk of Colonial Heights did not submit Sentencing Guidelines forms to the Sentencing Commission as prepared by the Colonial Heights Commonwealth's Attorney or Probation and Parole offices. The Commonwealth's Attorney filed a mandamus and a FOIA request seeking this information.</p> <p>Is it your position that the Scott County Circuit Court Clerk has not submitted the forms for the court orders you sent us, or that the forms were not prepared?</p> <p>Compensation Board deferred action on this matter pending response from the Commonwealth's Attorney.</p>

320-06-05: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR AUDITS	VIRGINIA ASSOCIATION OF COMMONWEALTH'S ATTORNEYS (VACA) CAREER PROSECUTOR AUDIT COMMITTEE	10-20-05 VACA Career Prosecutor Audit Committee reports the results of the Career Prosecutor audits.	N/A	Compensation Board concurs with the Committee's recommendations and directs staff to follow-up accordingly.
CAMPBELL COUNTY	COMMONWEALTH'S ATTORNEY	10-26-05 Officer requests to be reimbursed FICA @ \$41.72 for position #1 in FY05. An incorrect taxable salary had been entered into the system.	\$41.72	Approved.

734-06-05: COMMISSIONERS OF THE REVENUE

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
SMYTH COUNTY	COMMISSIONER OF THE REVENUE	<p>11-15-05 Officer requests to reduce the salary of position 00001 CT, from \$17,323, to \$14,823 to fund salary increases as follows:</p> <ul style="list-style-type: none"> Position 00002 increased 3.98% from \$31,375 to \$32,625. Position 00003 increased 6.08% from \$20,559 to \$21,809. <p>In FY04, the Commissioner reduced his salary to absorb part of the budget reduction. Later in FY04, the new Commissioner reduced position 00001 below the minimum to restore the officer's salary. Positions 00002 and 00003 were not reduced as part of the budget reduction. Officer also requests to transfer the remaining \$14,823 in position 00001 to base temporary funds. This office does not receive supplements from the locality.</p>	-0-	Approved as an exception to policy, based upon the specific conditions stated by the officer. This action will not result in a reduction in the number of Compensation Board approved positions in the Commissioner's office.
COVINGTON CITY	COMMISSIONER OF THE REVENUE	11-22-05 Officer Margaret Phillips' career development increase was inadvertently left out of the FY06 Commissioner of the Revenue Budget Allocation Package. Compensation Board staff requests to add officer's career development increase to FY06 Budget. (Prorated \$2927)	\$5,017	Approved as an exception to policy, based upon the specific conditions stated by the officer.
LEXINGTON CITY	COMMISSIONER OF THE REVENUE	11-22-05 Deputy Sandra Tucker's career development increase was inadvertently left out of the FY06 Commissioner of the Revenue Budget Allocation Package. Compensation Board staff requests to add deputy's career development increase to FY06 Budget. (Prorated \$1626).	\$2,787	Approved as an exception to policy, contingent upon the written concurrence of the governing body. Written concurrence must be received by December 10, 2005.

732-06-05: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WISE COUNTY	TREASURER	10-14-05 Officer requests to transfer \$4,139 from turnover funds to temporary funds. (Prorated \$3104.28)	-0-	Approved per the Compensation Board's May 1, 2005 Budget Priorities and Policies; this is a base budget transfer.
RICHMOND CITY	TREASURER	11-15-05 Officer requests to transfer \$602 from office expense base budget funds to permanent salaries, position 00003. This action will increase the salary from \$22,724 to \$25,000. This allows the officer to offer a salary of \$25,000 to a new employee whose previous salary was \$34,000. This salary increase is effective November 1, 2005. (Prorated \$401.33)	-0-	The Compensation Board approved a transfer of \$602 from base office expense to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's office expense budget in the current as well as subsequent fiscal years.

321-06-05: CIRCUIT COURT CLERKS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BRISTOL CITY	CIRCUIT COURT CLERK	<p>10-04-05 Per the provision of item 66, paragraph H, Chapter 951, 2005 Acts of Assembly, the officer requests to reduce his salary by \$2,600 of the December 1, 2005 increase to fund Internal Salary Adjustments for positions #2, 3, 4 and 5. The salaries requested are within 10% of the current salary and the funding is available within his current budget. Officer requests that the salaries of position #2 be set at \$35,037, position #3 be set at \$22,701, position #4 be set at \$28,184 and position #5 be set at \$22,501.</p> <p>AT THEIR OCTOBER 19, 2005 MEETING, THE BOARD DEFERRED PENDING FURTHER REVIEW BY COMPENSATION BOARD STAFF AS TO THE INTENT OF PARAGRAPH H, ITEM 66.</p>	-0-	<p>The Compensation Board is of the opinion that the intent of the amendment to allow a Clerk to reduce his/her salary and use the money to fund salaries of other office staff was to offset General Assembly mandated budget reductions. Thus, the Compensation Board will approve reductions to Clerks' salaries in such amounts as requested by the Clerk only for the purpose of restoring salary reductions taken as a result of budget reductions.</p>

321-06-05: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
MATHEWS COUNTY	CIRCUIT COURT CLERK	10-20-05 Letter from Executive Secretary sent to E. Eugene Callis, III, Clerk of the Circuit Court, noting that 1) Mathews does not currently provide secure remote access to land records and 2) the Clerk made no request for TTF monies for FY06 (available funds, \$31,617). The Executive Secretary requested a reply not later than November 16 indicating how the Clerk planned to achieve secure remote access to land records by the July 1, 2006 deadline, as stated in § 17.1-279, <u>Code of Virginia</u> . Correspondence from the Clerk dated October 21 and October 26 requested assistance in meeting the July 1, 2006 deadline for secure remote access to land records. On November 7, 2005, the Clerk notified Compensation Board staff that he had signed a contract with the Supreme Court for technology services and the Clerk wished to make a Mid-Year Docket Request for TTF monies in the amount of \$31,617 for Services, his \$4 available balance, and \$7,451 for Services from the \$1 Fund.	\$39,068	Approved.
FREDERICK COUNTY	CIRCUIT COURT CLERK	11-01-05 Officer requests to transfer Temporary Funds @ \$1,074 to position #2 for a new hire. The requested salary is within 15% of the employee's current salary.	-0-	The Compensation Board approved a transfer of \$1,074 from base temporary 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 budget in the current as well as subsequent fiscal years.
HOPEWELL CITY	CIRCUIT COURT CLERK	11-03-05 Officer requests to transfer annual vacant funds from position #5 to Temporary Funds @ \$5,334. Prorated @ \$3,556.00.	-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.
BUCHANAN COUNTY	CIRCUIT COURT CLERK	11-16-2005 Buchanan County Clerk was inadvertently omitted from the list of Clerk's who were to receive the letter dated April 27, 2005 directing them to return the state cash advance. Now having received the letter, the Officer requests an exception due to an on-going investigation with arrests and convictions of county officials and department heads of Buchanan County for misuse of funds.	-0-	The Compensation Board approved, as an exception to policy and based upon the information provided by the Clerk, continued reimbursements to the Clerk until July 1, 2006.

OTHER MATTERS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. FY05 FINES AND FEES REPORT	CIRCUIT COURT CLERKS AND COMMONWEALTH'S ATTORNEYS	<p>Staff presents annual report to Governor and General Assembly by authority of § 19.2-349, <u>Code of Virginia</u>, of FY05 assessment and collection of fines, costs, penalties, forfeitures, and restitution.</p> <p>This request was deferred at the October 2005 meeting pending resolution of issues raised by John Frey, Circuit Court Clerk in Fairfax County. Attached are letters dated November 4th and 21st, 2005 from the Executive Secretary to Mr. Frey, as well as a letter dated November 15, 2005 from Mr. Frey to the Executive Secretary.</p> <p>As a result of data/information obtained from the Supreme Court of Virginia and Mr. Frey, the report has been modified accordingly. Attached are the Executive Summary and Collection Topics sections of the report, which draw attention to changes as a result of the additional data/information.</p> <p>AT THEIR SEPTEMBER 21, 2005 MEETING, THE COMPENSATION BOARD APPROVED THIS ITEM AS AN EXPOSURE DRAFT WITH FINAL ACTION TO BE TAKEN AT THE OCTOBER 19, 2005 MEETING.</p> <p>AT THEIR OCTOBER 19, 2005 MEETING, THE COMPENSATION BOARD DEFERRED FINAL ACTION TO THE NOVEMBER 30TH MEETING AND ASKED STAFF TO FOLLOW-UP WITH THE FAIRFAX CLERK AND DETERMINE CORRECTIVE ACTION NECESSARY.</p>	N/A	Approved. Staff is requested to forward the report to DLAS.

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 #06/04	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, December 21, 2005 and Wednesday, January 25, 2006.	N/A	Approved.
6.	FY05 TECHNOLOGY TRUST FUND PROGRESS REPORT	CIRCUIT COURT CLERKS	Staff presents progress report of Circuit Court Clerks toward the goal of statewide secure remote access to land records, set out in §17.1-279, <u>Code of Virginia</u> . Annual report includes FY05 TTF financial data, progress survey, VITA secure remote access certification, and FY06 TTF \$4 and \$1 requests for equipment and services.	N/A	Approved.
7.	NEW JUDGESHIPS – ADDITIONAL COURT SERVICES AND DEPUTY CLERK POSITIONS	COMPENSATION BOARD	Staff presents memo for Compensation Board approval to Richard D. Brown (DPB), Senator Kenneth W. Stolle (Senate Courts), and Delegate Robert F. McDonnell (House Courts) regarding new judgeships and providing additional courtroom security and deputy clerk staffing.	FY07 \$286,770	Approved.
8.	NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board invited 40 new officers to New Officer Training. As of November 30, 2005, 37 new officers have responded regarding the new officer training.	N/A	Noted.

OTHER MATTERS

NEW BUSINESS:

9.

LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
EMERGENCY MEDICAL REQUESTS	SHERIFFS/JAILS	Staff presents emergency medical requests for reimbursement.	\$54,531.56 (Recommended for approval \$41,129.26)	Compensation Board approved staff recommendations.

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
Arlington County Sheriff's Office	Zorge Zelaya-Espinal	02/25/05-03/14/05	Yes	05/09/05	8235.11	0	Do not approve. Expenses incurred prior to becoming state responsible.
Arlington County Sheriff's Office	Rogers Ponder	02/16/05-03/30/05	Yes	05/16/05	2393.74	0	Do not approve. Expenses incurred prior to becoming state responsible.
Arlington County Sheriff's Office	Jose Perez	12/14/04 & 01/27/05	Yes	11/18/04	3715.33	3715.33	Approve.
Riverside Regional Jail	Christopher Stevens	10/20/03	Yes	02/18/03	468.75	468.75	Approve.
Riverside Regional Jail	Lawnary Taylor	11/24/04-12/09/04	Yes	05/30/04	26631.13	26631.13	Approve.
Riverside Regional Jail	Clarence Copeland	07/20/05	Yes	06/07/05	195.50	195.50	Approve.
Riverside Regional Jail	Richard Fulgham	10/24/03	Yes	10/15/03	420.16	420.16	Approve.
Riverside Regional Jail	John Cook	01/13/05-02/04/05	Yes	12/15/04	230.00	230.00	Approve.
Riverside Regional Jail	Anthony Tucker	03/17/05 & 03/23/05	Yes	03/01/05	304.50	304.50	Approve.
Riverside Regional Jail	Danielle Keith	01/28/05-02/02/05	Yes	01/04/05	347.25	347.25	Approve.
Riverside Regional Jail	Ernest Barnes	10/04/04	Yes	09/29/04	1289.00	1289.00	Approve.
Riverside Regional Jail	James Bennett	12/21/04	No	None	107.75	0	Do not approve. Not state responsible.
Riverside Regional Jail	Ernest Selph	12/13/04	Yes	11/29/04	175.00	175.00	Approve.
Riverside Regional Jail	Rita Washington	12/09/04	Yes	10/28/04	228.87	228.87	Approve.
Riverside Regional Jail	Eric Cramer	04/27/05	Yes	04/25/05	112.75	112.75	Approve.
Riverside Regional Jail	Ernest Walsh	03/18-19/05	Yes	02/28/05	4166.99	4166.99	Approve.
Riverside Regional Jail	Jerry Holmes	07/07/05	Yes	05/08/05	123.68	123.68	Approve.
Riverside Regional Jail	Micah Lafountain	05/12/05	Yes	05/01/05	141.75	141.75	Approve.
Piedmont Regional Jail	Ernest Jackson	06/19/05	Yes	10/16/05	200.00	0	Do not approve. Expenses incurred prior to becoming state responsible.
Piedmont Regional Jail	James Baird	09/14-15/05	Yes	07/12/05	2578.60	2578.60	Approve.
Piedmont Regional Jail	Phyllis Ruff	05/07/05	Yes	07/10/05	1156.60	0	Do not approve. Expenses incurred prior to becoming state responsible.
Piedmont Regional Jail	Omar Kirby	08/11/05	Yes	11/22/05	1309.10	0	Do not approve. Expenses incurred prior to becoming state responsible.
TOTALS					54531.56	41129.26	

OTHER MATTERS

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
10.	TECHNOLOGY TRUST FUND COLLECTIONS	CIRCUIT CLERKS	COURT		
			<p>Collections: FY06 year to date collections total \$4,563,335.52, an 8.73% increase over the same period in FY05.</p> <p>Projections:</p> <ol style="list-style-type: none"> 1. Based on current collections, FY06 TTF collections would be approximately \$13.7 million, an increase of 10.32% over FY05 collections. 2. 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. 3. Based on a projected reduction in recordings of 10% over the remainder of FY06, collections for FY06 would be \$12,773,739, an increase of 2.98% over FY05 collections. <p>Expenditures: FY06 YTD expenditures total \$259,963, which is 2.27% of budgeted funding.</p>	N/A	Noted.

FOR YOUR INFORMATION
NONE.

CLOSED MEETING
COMPENSATION BOARD DOCKET #06/05
NOVEMBER 30, 2005

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 ricers, 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. The members must certify that they discussed: **only public business exempt from the Act,**

Frank Drew, Chairman	Yes_____	No_____
Walter J. Kucharski, Member	Yes_____	No_____
Kenneth W. Thorson, Member	Yes_____	No_____

AND

only public business matters identified in the motion to convene the closed meeting.

Frank Drew, Chairman	Yes_____	No_____
Walter J. Kucharski, Member	Yes_____	No_____
Kenneth W. Thorson, 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 #06/05 NOVEMBER 30, 2005

EMPLOYEE RECOGNITION
NONE.

304-06-05: 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 LiveScans/LiveScan Upgrades with Backup Digital Cameras for FY06 at a cost of \$142,031.08.			\$154,941.08	Approved per the Compensation Board's FY06 Budget Priorities and Policies; contingent upon the Sheriff's compliance with Compensation Board policies regarding LiveScan purchases. Any amounts approved will be reimbursed at the stressed cost amount. 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.
009	Amherst Co.	1	\$2,065	72.72%	\$1,501.67		
013	Arlington Co.	1	\$12,910	39.59%	\$5,111.07		
019	Bedford Co.	1	\$3,425	63.57%	\$2,177.27		
057	Essex Co.	1	\$2,065	69.89%	\$1,443.23		
061	Fauquier Co.	2	\$6,850	42.91%	\$2,939.34		
073	Gloucester Co.	1	\$3,425	71.59%	\$2,451.96		
079	Greene Co.	1	\$3,425	66.06%	\$2,262.56		
195	James City Co.	1	\$3,425	58.43%	\$2,001.23		
121	Montgomery Co.	1	\$3,425	72.70%	\$2,489.98		
133	Northumberland Co.	1	\$3,425	65.53%	\$2,244.40		
145	Powhatan Co.	1	\$1,170	55.16%	\$645.37		
155	Pulaski Co.	1	\$3,425	75.63%	\$2,590.33		
161	Roanoke Co.	1	\$3,425	67.22%	\$2,302.29		
191	Washington Co.	1	\$3,425	71.36%	\$2,444.08		
191	Washington Co.	1	\$12,910	71.36%	\$9,212.58		
195	Wise Co.	1	\$3,425	82.37%	\$2,821.17		
199	York/Poquoson	1	\$3,425	61.53%	\$2,107.40		

304-06-05: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
Continued.				
405 Albemarle/C'ville RJ	1	\$3,425 80.26%	\$2,748.91	
410 Northwestern RJ	1	\$4,980 72.38%	\$3,604.52	
460 Pamunkey RJ	1	\$3,425 69.45%	\$2,378.66	
470 VA Penin	1	\$3,425 76.91%	\$2,634.17	
475 Hampton Roads RJ	1	\$12,910 100.00%	\$12,910.00	
492 Southwest RJ	4	\$13,700 86.11%	\$11,797.07	
520 Bristol	1	\$3,425 92.64%	\$3,172.92	
680 Lynchburg	1	\$12,910 91.45%	\$11,806.20	
690 Martinsville	1	\$3,425 91.02%	\$3,117.44	
700 Newport News	2	\$6,850 91.78%	\$6,286.93	
710 Norfolk	2	\$6,850 100.00%	\$6,850.00	
750 Radford	1	\$12,910 84.62%	\$10,924.44	
760 Richmond	1	\$12,910 86.58%	\$11,177.48	
760 Richmond	3	\$10,275 86.58%	\$8,896.10	
800 Suffolk	1	\$12,910 76.61%	\$9,890.35	
Totals	84	\$199,975	\$154,941.08	

320-06-05: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
RICHMOND CITY	COMMONWEALTH'S ATTORNEY	11-21-05 Officer requests to transfer \$30,567 from office expenses to permanent personnel to fund Salary Restorations and Internal Salary Adjustments. Internal Salary Adjustments requested are within 10% of the current salary.	-0-	Deferred pending review by Compensation Board staff.

734-06-05: COMMISSIONERS OF THE REVENUE NONE.

732-06-05: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VIRGINIA BEACH CITY	TREASURER	11-29-05 Officer requests Board approval of career development salary increases to certified deputies whose names were not entered into the FY06 Budget Request. The pro-rated amount per position is listed below: <ul style="list-style-type: none">• Pos. 00016 Elliott, J. (Prorated \$1650)• Pos. 00025 Price, L. (Prorated \$1700)• Pos. 00028 Weatherly T. (Prorated \$2061)• Pos. 00004 Tripamer A. (Prorated \$2426)	\$13,434	Approved as a one-time exception to policy as events are unclear as to the responsibility for the error. Approval is contingent upon the written concurrence of the governing body.

321-06-05: CIRCUIT COURT CLERKS NONE.

OTHER MATTERS NONE.

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
INVITE ASSOCIATION PRESIDENTS TO JANUARY 2006 LEGISLATIVE MEETING	COMPENSATION BOARD	Staff presents memo for approval inviting Association Presidents to special legislative meeting with the Board on January 10, 2006 at 2:00 p.m.	N/A	Approved.

FOR YOUR INFORMATION NONE.