

Minutes of the West Virginia Public Employees Grievance Board

Meeting date: October 4, 2007

The West Virginia Public Employees Grievance Board met at 1610 Washington Street, East, Charleston, WV on October 4, 2007. The meeting was convened at 10:10 p.m. by Chairman Bob Brown. Board members present were Bob Brown, Marc Harman, Melissa Lampinen, Charles Polk and David Roberts.

Mr. Polk moved to approve the minutes of the August 24, 2007 meeting. The motion was seconded and approved unanimously.

Mr. Roberts moved to approve the minutes of the September 21, 2007 meeting. The motion was seconded and approved unanimously.

Cricket Powell reported on the current status of the case back log.

Cindy Smith presented the Financial Report for the month of September, the Year-To-Date Expenditure Comparison and P-card data. The P-Card report had been emailed to them prior to the meeting. Ms. Lampinen moved that the P-Card report be approved. The motion was seconded and approved unanimously.

The Chair reported that the Budget Office has called and has some questions about the Grievance Board Budget Narrative submitted for the fiscal year 2009. He suggested that the Board authorize the Chair and the Director of the Board to approve any changes to the budget narrative. Mr. Harman moved that the Board authorize the Chair and the Director to approve changes to the budget narrative. The motion was seconded and approved unanimously.

The Director reported on the supplemental appropriation. It is \$280,000 and is to be used to reduce the backlog.

The Director reported that she expected the lease for the Beckley office to be ready within the next two weeks. Mr. Roberts moved that the Director be authorized to sign a lease for hearing space at the Raleigh County Commission on Aging. The motion was seconded and approved unanimously.

The Director reported on the agency's loss control efforts. As part of that effort to meet the guidelines of the West Virginia Board of Risk and Insurance Management, Board members and staff members must provide copies of their driver's licenses, their proof of insurance, and their vehicle inspection stickers.

The Chair reported on the status of the Procedural Rule and Forms. Twenty-three comments were received, eleven of which were received on September 28, 2007. Staff will have a report on the rule and comments ready at the next meeting.

The Board went into Executive Session at 11:06 and returned at 11:56. No action was taken during the Session.

Upon the Board's return, the Director recommended that the Board hire Brenda L. Gould as an Administrative Law Judge II at the Westover office. Ms. Lampinen moved that the Board hire Ms. Gould as recommended. The motion was seconded and approved unanimously. The Director recommended that the Board hire Ronald L. Reece as an Administrative Law Judge II at the Charleston office. Mr. Roberts moved that the Board hire Mr. Reece as recommended. The motion was seconded and approved unanimously. The Director recommended that the Board hire Matt Reynolds as a temporary worker at the Charleston office. Dr. Polk moved that the Board hire Mr. Reynolds as recommended. The motion was seconded and approved unanimously.

The Chair requested the Director to present a plan for the hiring of temporary judges at the next meeting.

The next meeting of the Board was tentatively scheduled for November 13, 2007 at 11:00 a.m. at 1614 South Kanawha Street, Beckley, West Virginia.

The meeting was adjourned at 1:10 p.m.

Secretary

Date of Approval