

**MINUTES OF THE March 9, 2021  
MEETING OF THE WEST VIRGINIA PUBLIC EMPLOYEES GRIEVANCE BOARD**

The March 9, 2021 meeting of the West Virginia Public Employees Grievance Board was called to order at the Grievance Board's office located at 1701 5<sup>th</sup> Avenue, Suite 142, Charleston, West Virginia, at 1:02 p.m., by the Board's Chair John Myers. Chairperson Myers requested a roll call to establish a quorum. Board Members William Burdette and Alesia Green were present in person. Also present in person were Director Jim Cox, Chief Administrative Law Judge Billie Thacker Catlett, Administrative Law Judges Landon R. Brown and William B. McGinley, and Executive Assistant Jennifer Pritchard. Participating by telephone were Board Members Holly Planinsic and Maria Eshenaur, Department of Administration Cabinet Secretary Allan L. McVey, Administrative Law Judge Carrie H. LeFevre and Dena Smith of the Finance Division.

Chairperson Myers asked for approval of the December 8, 2020 Board Meeting minutes. Board Member William Burdette moved the minutes be approved as written. The motion was seconded by Board Member Holly Planinsic and approved unanimously.

Dena Smith, of the Finance Division, Department of Administration, presented the Financial Report. Ms. Smith provided that the Board was at sixty-three percent of total expenditures for the fiscal year and at eighty-eight percent for total appropriations. Thus, a transfer of \$80,000.00 would be reflected on next month's report. The increasing expenses of shared services and the network upgrade were noted. Board Member William Burdette made a motion for the Financial Report to be approved as written. The motion was seconded by Board Member Alesia Green and approved unanimously.

Director Cox presented the Administrative Reports. It was noted the number of level one grievances filed have increased and were continuing to rise. Grievances filed by professional education personnel had increased compared to the previous fiscal year. Regarding location usage the Beckley and Elkins hearing room locations were not being used and many proceedings are being held via an online platform. The ALJ Production report was discussed, and the Administrative Law Judges' schedules have increased proceedings. Due to the back log the Board's calendar is substantial and proceedings are being scheduled further out. Continuances are being tracked but an increase in those requests have affected the number of mature cases. The ALJ's continue to issue decisions timely and on track with mature date timeframes. Board Member Alesia Green made a motion for the Administrative Reports to be approved as written. The motion was seconded by Board Member William Burdette and approved unanimously.

During the General Discussion period of the Board Meeting, Chairperson Myers moved to entertain the motion to nominate a Secretary/Treasurer for the Board. Board Member William Burdette volunteered. Board Members Holly Planinsic, Alesia Green, and Maria Eshenaur all voted in favor and it was approved unanimously.

There were no comments during the Public Comments period of the Board Meeting. It was noted the meeting was publicly advertised and properly noticed.

Members agreed the next Board Meeting would take place on June 22, 2021, at 1:00 p.m., at 1701 5th Avenue, Suite 142, Charleston, West Virginia.

The Board Meeting was adjourned at 1:20 p.m.

  
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William Burdette, Secretary/Treasurer  
Public Employees Grievance Board

6.22.21  
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Date of Approval