

**MINUTES OF THE NOVEMBER 16, 2023
MEETING OF THE WEST VIRGINIA PUBLIC EMPLOYEES GRIEVANCE BOARD**

The November 16, 2023 meeting of the West Virginia Public Employees Grievance Board was called to order at the Grievance Board's office located at 1701 5th Avenue, Suite 142, Charleston, West Virginia, at 1:06 p.m. by Chairman, John Myers. Chairman Myers requested a roll call to establish a quorum. A quorum was established. Board Members Maria Eshenaur and Holly Planinsic participated via telephone. Secretary William Burdette, PEGB Director, Michelle L. Bradley, Chief Administrative Law Judge Billie Thacker Catlett, ALJ Landon R. Brown, Executive Assistant, Kate A. Craddock and Department of Administration Cabinet Secretary Scott were present in person. Also present via telephone was Dena Smith from the Finance Division.

Chairman Myers sought for approval of the September 21, 2023, Board Meeting minutes. Secretary Maria Eshenaur moved the minutes be approved as written. The motion was seconded by Secretary William Burdette and approved unanimously.

Dena Smith from Finance presented and reviewed the Financial Report. Ms. Smith stated the current expenditure benchmark is at 33%, the Grievance Board is under at this time with 24%. Board Member Holly Planinsic made a motion for the Financial Report to be approved as written. The motion was seconded by Secretary William Burdette and approved unanimously.

PEGB Director Michelle L. Bradley presented and reviewed the Administrative Reports. Secretary William Burdette made a motion for the Administrative Reports to be approved as written. The motion was seconded by Board Member Maria Eshenaur and approved unanimously.

Discussion was held of the Grievance Board's plan to handle a potential spike of Higher Education grievances, due to WVU's downsizing of departments. Discussion was also held regarding policies and measures in place that ensure the agency's necessary tasks are completed due to an emergency office closure.

There were no comments during the Public Comments period of the Board Meeting.

Board Members unanimously agreed the next Board Meeting would take place on January 25, 2024, at 1:00 p.m., at 1701 5th Avenue, Suite 142, Charleston, West Virginia.

Motion for adjournment was made by Secretary William Burdette. The motion was seconded by Board Member Holly Planinsic. The Board Meeting adjourned at 1:26 p.m.



William Burdette, Secretary
Public Employees Grievance Board

1-25-2024

Date of Approval