

**MINUTES OF THE DECEMBER 14, 2022
MEETING OF THE WEST VIRGINIA PUBLIC EMPLOYEES GRIEVANCE BOARD**

The December 14, 2022 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 1:36 p.m. by Chairman, John Myers. Chairman Myers requested a roll call to establish a quorum. A quorum was established. Secretary William Burdette was present in person. Board Member Holly Planinsic participated via telephone. PEGB Director, Michelle L. Bradley, Chief Administrative Law Judge Billie Thacker Catlett, ALJ Carrie H. LeFevre, Executive Assistant, Kate A. Craddock and DOA Cabinet Secretary Mark D. Scott were present in person. Also present via telephone was Dena Smith from the Finance Division.

Chairman Myers sought for approval of the November 10, 2022, Board Meeting minutes. Board Member Holly Planinsic moved the minutes 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 Report. Chief Administrative Law Judge Billie Thacker Catlett reviewed the Administrative Law Judge Production Report. Chairman Myers asked for a status update regarding the vacant ALJ position. Director Bradley shared that interviews have been conducted for all applicants. The Grievance Board is still seeking the best candidate. She noted that, as of now, the ALJ's can maintain the current workload. Secretary William Burdette made a motion for the Administrative Reports to be approved as written. The motion was seconded by Holly Planinsic and approved unanimously.

Dena Smith from Finance presented and reviewed the Financial Report. Ms. Smith stated the current expenditure benchmark is at 42%, the Grievance Board is under at this time with 36%. Secretary William Burdette made a motion for the Financial Report to be approved as written. The motion was seconded by Board Member Holly Planinsic and approved unanimously.


Director Michelle L. Bradley reviewed the PEGB Annual Reports in draft form. Secretary William Burdette moved to authorize Chairman Myers and Director Bradley to release the annual report to the Legislature at the appropriate time. Board Member Holly Planinsic seconded and approved unanimously.

There was no general discussion held.

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 March 23, 2023, 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 Holly Planinsic. The Board Meeting adjourned at 1:52 p.m.



William Burdette, Secretary
Public Employees Grievance Board

3-31-23

Date of Approval