

*** A G E N D A ***

COMMISSIONERS BOARD MEETING

April 18, 2013

CALL TO ORDER

- (Any member of the public wishing to comment on any agenda item may do so when that item is under consideration. Persons desiring to comment should raise their hand to be recognized by the Chair.)
- Time _____
- Call for Executive Session to Discuss Personnel Matters
- Time _____
- Return to Public Session
- Time _____

Public Comments

ACTION ON WEEKLY PERSONNEL ITEMS

1. Approve the Board of Commissioners Minutes for the meeting of April 11, 2013.

ACTION ON PRISON ITEM

1. Consider approval of the revisions to the job description for the position of Deputy Warden of Operations, Prison, (p.c. #01), effective April 18, 2013, pay period 9.
2. Consider approval of the personnel requisition for full-time Deputy Warden of Operations, Prison, (p.c. #01), at SG-S50, effective April 18, 2013, pay period 9.
3. Consider approval of the change in title/revisions to the job description for the position of Deputy Warden of Administration, Prison, (p.c. #48), effective April 18, 2013, pay period 9.
4. Consider approval of the personnel requisition for full-time Deputy Warden of Administration, Prison, (p.c. #48), at SG-S50, effective April 18, 2013, pay period 9.
5. Consider approval of the job description for the position of Director of Treatment, Prison, (p.c. #90), effective April 18, 2013, pay period 9.

6. Consider approval of the personnel requisition for full-time Director of Treatment, Prison, (p.c. #90), at SG-S49, effective April 18, 2013, pay period 9.
7. Acknowledge the increase in step for full-time Corrections Officer, Prison, (p.c. #59), from SG-N10(02)FT--\$15.20/hour to SG-N10(03)FT--\$15.49/hour, due to completion of certification, effective retro to March 23, 2013, pay period 7.
8. Acknowledge the increase in step for full-time Corrections Officer, Prison, (p.c. #26), from SG-N10(02)FT--\$15.20/hour to SG-N10(03)FT--\$15.49/hour, due to completion of certification, effective retro to March 23, 2013, pay period 7.
9. Acknowledge the increase in step for regular part-time Corrections Officer, Prison, (p.c. #108), from SG-N10(01)PT--\$13.58/hour to SG-N10(02)PT--\$14.90/hour, due to completion of certification, effective retro to March 23, 2013, pay period 7.
10. Acknowledge the increase in step for regular part-time Corrections Officer, Prison, (p.c. #99), from SG-N10(01)PT--\$13.58/hour to SG-N10(02)PT--\$14.90/hour, due to completion of certification, effective retro to March 23, 2013, pay period 7.
11. Acknowledge the increase in step for regular part-time Corrections Officer, Prison, (p.c. #95), from SG-N10(01)PT--\$13.58/hour to SG-N10(02)PT--\$14.90/hour, due to completion of certification, effective retro to March 23, 2013, pay period 7.
12. Acknowledge the **revision** for the transfer/change in status for regular part-time Corrections Officer, Prison, (p.c. #95), at **SG-N10(02)PT--\$14.90/hour** to full-time Corrections Officer, Prison, (p.c. #85), at **SG-N10(02)FT--\$15.20/hour**, effective April 7, 2013, pay period 9 (WBPA 3/28/13 #2.2)
13. Acknowledge the increase in step for regular part-time Corrections Officer, Prison, (p.c. #108), from SG-N10(01)PT--\$13.58/hour to SG-N10(02)PT--\$14.90/hour, due to completion of state training, effective retro to March 23, 2013, pay period 7.

14. Acknowledge the **revision** for the transfer/change in status for regular part-time Corrections Officer, Prison, (p.c. #102), at **SG-N10A(02)PT--\$14.90/hour** to full-time Corrections Officer, Prison, (p.c. #21), at **SG-N10A(02)FT--\$15.20/hour**, effective April 7, 2013, pay period 9. (WBPA 3/28/13 #2.1)

ACTION ON PERSONNEL ITEMS

1. Consider approval of the appointment for regular part-time CNA (60%), Centre Crest, (p.c. #143), at SG-N05B(02)--\$12.51/hour, effective April 23, 2013, pay period 10.
2. Consider approval of the appointment for regular part-time CNA (60%), Centre Crest, (p.c. #54), at SG-N05B(02)--\$12.51/hour, effective April 23, 2013, pay period 10.
3. Consider approval of the personnel requisition for full-time CNA, Centre Crest, (p.c. #18), at SG-N05, effective April 18, 2013, pay period 9.
4. Consider approval of the personnel requisition for full-time CNA, Centre Crest, (p.c. #42), at SG-N05, effective April 18, 2013, pay period 9.
5. Consider approval of the personnel requisition for full-time CNA, Centre Crest, (p.c. #126), at SG-N05, effective April 18, 2013, pay period 9.
6. Consider approval of the personnel requisition for full-time LPN, Centre Crest, (p.c. #47), at SG-N108, effective April 18, 2013, pay period 9.
7. Approve the leave of absence and return to work for Accounting Clerk, Centre Crest, (p.c. #21), effective retro from April 1, 2013, pay period 8 to April 15, 2013, pay period 9.
8. Approve the leave of absence for CNA, Centre Crest, (p.c. #47), effective from

April 19, 2013, pay period 9 to (estimated) May 17, 2013, pay period 11.

9. Receive the Commissioners Consent Agenda for the week of April 16, 2013.

Report on Executive Sessions

ADJOURN: **Board of Commissioners**_____