

**MINUTES OF THE MAY 2, 2016  
MEETING OF THE WEST VIRGINIA PUBLIC EMPLOYEES GRIEVANCE BOARD**

The May 2, 2016 meeting of the West Virginia Public Employees Grievance Board was called to order in the Board's office located at 1596 Kanawha Boulevard, East Charleston, West Virginia, at 2:04 p.m., by Chairman Bob Brown. Board Member David Roberts participated via telephone. Also present in person was Board Member Bill Burdette and Director of Finance, David Mullins. Director Robin Perdue, Chief Administrative Law Judge Billie Thacker Catlett, Deputy Chief Administrative Law Judge Bill McGinley, and Vicky Charley, Executive Assistant, were in attendance in person from the Board staff.

Chairman Bob Brown declared there was a quorum with three members present. Chairman Brown asked for approval of the February 19, 2016, Board Meeting minutes. Member Burdette moved that the minutes be approved as written. The motion was seconded and approved unanimously.

David Mullins, Director of Finance Division, Department of Administration, presented the Financial Report.

Director Perdue stated the Administrative Report would be presented at the next Board meeting.

Director Perdue stated the 2015 Customer Satisfaction Survey Results would be presented at the next Board meeting.

Director Perdue explained the proposed revision of Policy PEGB-1. The purpose of this policy is to establish procedure for the order by which grievance decisions will be selected for drafting and subsequent issuance. At the time the current policy was put in affect (March 14, 2011), cases that were over 90 days were to be written first. As the caseload diminished and the judges caught up, it was reduced to 60 days. Now it's time to take it to 30 days and formalize the policy. There is still a proviso the Chief or Deputy Chief Administrative Law Judge may direct that any case may be considered out of order if they think there is a good reason to do so. This is to formalize our intent to make sure a backlog never develops again. Director Perdue stated the revised policy would become effective May 3, 2016. Chairman Brown asked for approval of the Revised Policy Number: PEGB-1. Member Roberts moved the motion be approved as written. The motion was seconded and approved unanimously.

During general discussion of the Board, Member Burdette asked why there was a spike in grievances from higher education. The Chief Administrative Law Judge commented she thought there was a policy change that caused a large number of grievances to be filed. Member Burdette asked if the reasons for the spike in grievances could be confirmed and relayed to him as soon as possible.

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

Members agreed the next Board meeting would take place Monday, July 25, 2016, at 2:00 p.m. in the Charleston office.

The Board Meeting was adjourned at 2:12 p.m.

A handwritten signature in cursive script, appearing to read "Bob Brown".

Bob Brown, Chairman  
Public Employees Grievance Board

July 25, 2016

Date of Approval