

Minutes of the West Virginia Public Employees Grievance Board

Meeting Date: November 16, 2011

Location: 1596 Kanawha Boulevard, East, Charleston, WV

Members present: By telephone, David Roberts; Marc Harman and Bill Burdette appeared in person.

The meeting was called to order at 3:02 p.m. and Marc Harman acting as Chair declared a quorum with three members present. After the presence of a quorum was established, Mr. Roberts moved that the Board adjourn to executive session. Under authority in W. Va. Code § 6-9A-4(b)(8), the motion to adjourn to executive session was seconded and approved. No action was taken during the executive session.

Mr. Roberts moved that the Board exit the executive session and reenter regular session. The motion was seconded and approved.

At 3:36 p.m., the meeting reconvened. By telephone, David Roberts; Marc Harman and Bill Burdette were still present in person.

David Roberts moved that the minutes of the July 6, 2011 meeting be approved as written. The motion was seconded and approved unanimously.

Director Perdue presented the Administrative Report.

Cindy Smith presented the Financial Report as of October 31, 2011. The Financial Report was accepted.

Director Perdue reviewed the dates for the quarterly Board Meetings for the coming year and suggested the meetings will be held in the second month of each quarter on the first Wednesday at 3:00 p.m. with the public meeting at 3:30 p.m. Dates for the Board Meetings are as follows: February 1, May 2, August 1 and November 7, 2012.

Director Perdue reviewed the 2011 Customer Satisfaction Survey Questionnaire. The 2011 Customer Satisfaction Survey was approved for mailing as is.

Director Perdue reviewed the 2011 Annual Report. Mr. Roberts moved the Annual Report be accepted. The motion was seconded and approved.

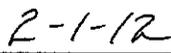
There was no discussion during the General Discussion period of the Board Meeting.

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

Mr. Roberts moved the Board Meeting be adjourned. The motion was seconded and the meeting was adjourned at 4:05 p.m.



Melissa Lampinen, Secretary
Public Employees Grievance Board



Date of Approval