SALARY BOARD
November 2, 2026

Present at the meeting were: R. Franklin Campbell
Brenda L. Watson
William G. Lyons
Jan Gibboney
Shannon Hines
William R. Bunt

Present from the Public via WebEx Video/Telephone Conference or In-Person: Andrea Bowersox, Kristie Gantt

Commissioner Campbell opened the meeting at 10:31 a.m. on November 2, 2026 in the Commissioners' Meeting Room. The meeting was conducted in person and was recorded by the County.

Public Comments: None

Approval of the Minutes: Commissioner Watson made a motion to approve the minutes from the October 26, 2026 meeting. Treasurer Gibboney seconded the motion. All agreed. Motion carried.

Meeting Business: Kristie Gantt, Children & Youth Administrator, stated that there are currently eight full-time caseworker vacancies in her department. She said that in an effort to try and recruit candidates for the position and think outside the box; she was requesting that one of the vacancies be converted it into two part-time caseworker positions. Ms. Gantt noted the caseworker recruitment and retention study performed by the Commonwealth recommended offering part-time positions. She further said this strategy was successful for their case aid position. Commissioner Watson questioned how the position would be managed and the number of hours each employee would work. Ms. Gantt said they would work a flex schedule like the current caseworkers and the part-time employees would work less than 20 hours in a week. Treasurer Gibboney questioned if one full-time caseworker position would be eliminated and Ms. Gantt said that was the intention. It was further discussed that if the full-time position is needed in the future the part-time positions would be eliminated pending Salary Board action.

Treasurer Gibboney made a motion to approve two part-time caseworker position, with the reduction of one full-time caseworker position effective this date. Commissioner Watson seconded the motion. All agreed. Motion carried.

Kristie Gantt said that the reclassification process came about due to Ms. Peter's participation in a statewide Federal IVE audit. She commented that currently her department has two full-time Fiscal Assistant positions. Andrea Bowersox, Administrative Officer at Children & Youth, stated that Ms. Peter's position was recently evaluated by Civil Service due to her higher-level duties and noted that she was the Title IVE eligibility worker. Ms. Bowersox said that this role is responsible for the federal funding Children & Youth receives for children in placement. She explained the requirements of the role and noted that several other agencies across the Stated have also gone through the reclass process due to the Title IVE duties. She commented that Civil Service has already reclassified the position to a Fiscal Technician and it was in front of the Salary Board to determine where the position would fall on the pay scale. Treasurer Gibboney said his motion would include removal of one of the Fiscal Assistant positions and creation of a Fiscal Technician position. The Board discussed the reclassification process and the motion needed to accomplish it. Ms. Bowersox noted that the other Fiscal Assistant position has different job duties. Ms. Gantt noted that the Fiscal Assistant position was a grade 6 and the request would be to classify the Fiscal Technician as a grade 7. Chief Clerk Hines noted several other Fiscal positions in other departments for the awareness of the Board. Treasurer Gibboney questioned if Civil Service

was requiring a reclassification. Andrea Bowersox said that Civil Service has already reclassified Ms. Peter's position to Fiscal Technician and it was now up to the Salary Board to set the pay. Chief Clerk Hines questioned how the position would be classified if Ms. Peter's left the department, and Ms. Bowersox said it would be advertised as a Fiscal Technician, pending Salary Board action.

Commissioner Watson made a motion to reclassify the position held by Jehnika Peters from a Fiscal Assistant to a Fiscal Technician at a grade 7 effective today. Treasurer Gibboney seconded the motion. All agreed. Motion carried.

Treasurer Gibboney questioned if Ms. Peter's would carry her current step, per the compensation policy and Chief Clerk Hines confirmed she would retain her step.

Public Comments: None

Commissioner Watson made a motion to adjourn the meeting at 10:46 a.m. Commissioner Lyons seconded the motion. All agreed. Motion carried.

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Shannon Hines, Chief Clerk Jan Gibboney, Secretary