

STATE OF MAINE
Department of Personnel

August 9, 1976

PERSONNEL MEMORANDUM 8-76

To: All Department/Agency Heads
SUBJ: Attendance at Temporary Compensation Review Board Hearings.

The Temporary Compensation Review Board (TCRB) has been constituted to hear appeals on pay range assignments resulting from recent legislation and the Hay Study Report. Each state employee has had the opportunity to present an appeal.

The purpose of this memo is to provide guidance to employees, agency heads and supervisors regarding the authorization of administrative and vacation leave to attend hearings on these appeals. It is the intent of these provisions to protect the individual's rights of appeal while at the same time be consistent with the requirement to continue the normal function of state government.

Inasmuch as a great many classifications have been appealed and an even larger number of individual employees are involved, the impact on state services could be substantial. Hopefully a high percentage of classes will be represented by employee organizations thereby reducing the impact on operations. In order to be as fair and just as is possible under these circumstances, state employees who may be afforded administrative leave to attend is restricted to the following:

- 1a. Employees who personally submitted an appeal and who are presenting their own case to the Board.
- 1b. A reasonable number of employees represented by employee organizations and specifically requested by them to be witnesses.

2. Reasonable number of employees whose classification is being appealed downward to a lower pay range.

NOTE: The above employees must be prepared to and intend to testify and participate in the hearing process.

The above employees must have the approval of their immediate supervisor. The absence of these employees from their work center must not adversely affect the services or work program of their department.

If there are those employees who wish to attend a hearing and who do not meet the above criteria (such as a member of a class who has not personally appealed), vacation credits may be used in accordance with Personnel Law & Rules, provided there is no adverse affect on the agency function.

Agency Heads will be held responsible and accountable for the administrative and vacation leave outlined above.

RICHARD W. TRIPP
Assistant Director

TEMPORARY COMPENSATION REVIEW BOARD

Joseph B. Ezhaya
Asa C. Richardson
Patricia E. Ryan
Roger V. Snow, Chairman
Arthur L. Valpey



William L. Taylor,
Staff Coordinator

Tel. (207) 289-2029

August 10, 1976

SCHEDULE FOR HEARINGS August 24, 25, 26, 1976

Tuesday, August 24, 1976

Room 135, State House

8:30 Director, Bureau of Rehabilitation*
9:45 Director, Division of Vocational Rehabilitation*
11:00 Regional Director, Rehabilitation Services*
1:15 Rehabilitation Counselor III* Appealed upward
2:30 Rehabilitation Counselor II*
3:45 Rehabilitation Counselor I*

Wednesday, August 25, 1976

Room 105, State Office Building

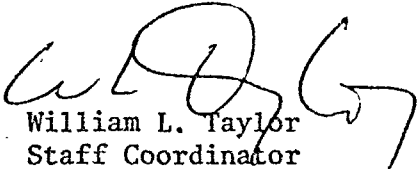
8:30 Rehabilitation Consultant*
9:45 Alcoholic Rehabilitation Counselor I* Appealed upward
11:00 Alcoholic Rehabilitation Counselor II* Appealed upward
1:15 Alcoholic Program Specialist*
2:30 Drug Abuse Program Specialist* Appealed upward
3:45 Director, Office of Alcohol and Drug Abuse Program*

Thursday, August 26, 1976

Room 135, State House

8:30 Work Experience and Training Specialist Appealed upward
9:45 Social Medical Coordinator Appealed downward
11:00 Director, Social Welfare* Appealed upward
1:15 Assistant Director, Resource Development* Appealed upward
2:30 Director of Social Services Appealed upward
3:45 Medical Care Program Coordinator* Appealed upward

*In cases where the direction of the appeal was clearly indicated, it is so marked.
The * indicates that the department has requested a review.


William L. Taylor
Staff Coordinator

TEMPORARY COMPENSATION REVIEW BOARD

8/10/76

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August 9, 1976

SCHEDULE FOR HEARINGS

August 18 and 19, 1976

August 18th	10:00 A.M.	Director, Disability Determination Services appealed upward
	1:45 P.M.	Assistant Director, Disability Determination Services appealed upward
	3:00 P.M.	Disability Claims Supervisor appealed upward
August 19th	10:00 A.M.	Disability Claims Adjudicator appealed upward
	2:00 P.M.	Disability Claims Examiner appealed upward

The location of the hearings will be communicated to all interested parties prior to the hearing dates.

A handwritten signature in black ink, appearing to read "W. L. Taylor".

William L. Taylor
Staff Coordinator