



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF THE CABINET SECRETARY

JOE MANCHIN III
GOVERNOR

ROBERT W. FERGUSON, JR.
CABINET SECRETARY

June 30, 2008

Via Hand-Delivery

The Honorable Betty Ireland
Secretary of State
Building 1, Suite 157K
1900 Kanawha Boulevard, East
Charleston, WV 25305

**Re: Sick Leave Payment
Procedural Rules**

2008 JUN 30 PM 11:21

Dear Secretary Ireland,

On May 30, 2008, our office filed procedural rules regarding "Procedure for Payment of Unused Sick Leave to Employees" which outlined the procedures to be utilized by employees when wishing to be paid for their unused sick leave. During the second special session of the legislature last week, the Statute which affects the rules was changed and it is now necessary to modify the rules. Therefore, the Department of Administration would like to withdraw the proposed procedural rules. A copy of said rules are attached hereto for your review and file.

Please be advised that the Department of Administration will be filing modified rules in the near future regarding the procedures for the payment of unused sick leave. The modified rules will again be provided to each agency so that they have an opportunity to comment on the rules during the official comment period.

Thank you very much for your assistance. If you have any questions, or need any additional information, please do not hesitate to give me a call.

Sincerely,

Donna M. Lipscomb
Executive Coordinator

Enclosures