

**BOARD RESOLUTION ADOPTING THE COMPLIANCE REVIEW REPORT AND
FINDINGS BY THE SPB COMPLIANCE REVIEW DIVISION OF
THE VICTIM COMPENSATION AND GOVERNMENT CLAIMS BOARD**

WHEREAS, the State Personnel Board (SPB or Board) at its duly noticed meeting of November 7, 2013, carefully reviewed and considered the attached Compliance Review Report of the Victim Compensation and Government Claims Board submitted by SPB's Compliance Review Division.

WHEREAS, the Report was prepared following a baseline review of the Victim Compensation and Government Claims Board's personnel practices. It details the background, scope, and methodology of the review, and the findings and recommendations.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby adopts the Report, including all findings and recommendations contained therein. A true copy of the Report shall be attached to this Board Resolution and the adoption of the Board Resolution shall be reflected in the record of the meeting and the Board's minutes.



SUZANNE M. AMBROSE
Executive Officer



801 Capitol Mall Sacramento, CA 95814 | www.spb.ca.gov

Governor Edmund G. Brown Jr.

October 29, 2013

Ms. Julie Nauman
Executive Officer
Victim Compensation and Government Claims Board
400 R Street, 4th Floor
Sacramento, CA 95811

RE: Compliance Review Report

Dear Ms. Nauman,

The State Personnel Board conducted a baseline compliance review of the Department of Victim Compensation and Government Claims Board (VCGCB)'s examinations and appointments during the period of May 1, 2011 through October 31, 2012. The primary objective of the review was to determine if VCGCB's personnel practices, policies, and procedures complied with state civil service laws and board regulations, and to recommend corrective action where deficiencies were identified.

VCGCB provided the documents that SPB requested. A cross-section of VCGCB's examinations and appointments were selected for review to ensure that samples of various examinations and appointments were analyzed. The SPB also interviewed appropriate VCGCB staff.

The Compliance Review Division (CRD) has found no deficiencies in the review of VCGCB's administration of examinations and appointments. The CRD will submit its findings to the five-member State Personnel Board and recommend adoption. The Board will issue a resolution either adopting these findings or issuing its own findings and order. In either event, you will be notified of the Board's action. The final Board action will be posted on the SPB's website.

Ms. Julie Nauman
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We greatly appreciated the cooperation and assistance provided by the VCGCB personnel. If you have questions or comments, please contact me at (916) 651-0924.

Sincerely,



James L. Murray
Compliance Review Division
State Personnel Board

Cc: Cindy Hanneman, Chief of Administration
Beth Townsend, Human Resources Manager