

MINUTES OF THE STATE PERSONNEL BOARD

March 28, 2024

The State Personnel Board (SPB) met telephonically on March 28, 2024, at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: Robert Paulson designee for Mark D. Scott, Chair; SPB members Rick Wallace, Kymberly Gillespie, Jim Dissen, Jay Arceneaux, and Forrest Roles. Angela Jacobs-Ferris, Office of Shared Administration, and Lori Lynch, Division of Corrections and Rehabilitation, participated telephonically.

Division of Personnel (DOP) staff members attending: Sheryl Webb, Director, Joe Thomas, Deputy Director, Wendy Mays, Mark Isabella, Kerri Nice, Amy Hayes, Cal Colangelo, Bobbie Wisniewski and Layna Valentine-Brown, Board Secretary.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the February 22, 2024 regular meeting and the March 20, 2024 special meeting of the SPB prior to this meeting. Jay Arceneaux moved to approve the minutes from both meetings and Rick Wallace seconded the motion. The SPB voted and the minutes from both meetings were approved by unanimous consent.

PROPOSALS

3060-A - Department of Homeland Security - Division of Corrections and Rehabilitation

Upon the motion of Jim Dissen, seconded by Forrest Roles, the SPB voted and approved the proposal to amend SPB 3060 to allow the salaries of the members of the DCR Special Operations Team to go over the maximum of their respective pay grade when the 10% temporary pay differential is applicable upon assignment to the team, and authorize adjustment of the salary of employees to provide the full 10% percent increase as of the effective date of this proposal for those who did not receive 10% due to being at the maximum of their respective pay grade.

3117 Department of Administration (DOA) - Division of Personnel (DOP)

Upon the motion of Jay Arceneaux, seconded by Rick Wallace, the SPB voted and approved the proposal to increase the pay grade for the Hearings Examiner classification from pay grade 15 to pay grade 16, with special plans of implementation at the Department of Revenue and the Office of the Inspector General.

3118 Berkeley-Morgan County Health Department

Upon the motion of Jim Dissen, seconded by Forrest Roles, the SPB voted and approved the proposal to implement a special hiring rate for the Local Health Administrator 2 (9448) classification in the Berkeley-Morgan County Health Department.

3119 Department of Health (DoH) - Office of Inspector General - (OIG)

Upon the motion of Rick Wallace, seconded by Kymberly Gillespie, the SPB voted and approved the proposal to convert a vacant classified position, classified as Chief Financial Officer (8325), to a classified-exempt position.

3120 DoH - OIG

Upon the motion of Jay Arceneaux, seconded by Jim Dissen, the SPB voted and approved the proposal to convert a vacant classified position, classified as Executive Assistant to the Agency Head (8386), to a classified-exempt position.

OTHER BUSINESS

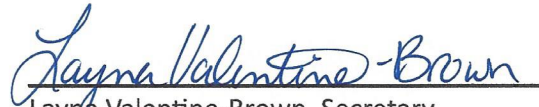
Director Sheryl Webb provided an update on legislation. She informed the members that the DOA-DOP bill was introduced but did not run, and there were two bills to eliminate the DOP which were not successful.

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for April 25, 2024, at 1:00 p.m.



Mark D. Scott, Chair
State Personnel Board



Layna Valentine-Brown, Secretary
State Personnel Board