

MINUTES OF THE STATE PERSONNEL BOARD

November 21, 2025

The State Personnel Board (SPB) met telephonically on November 21, 2025 at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: Robert Paulson, Designee for Chair; SPB members; Jim Dissen, Jay Arceneaux, Kymberly Gillespie, and Rick Wallace. Lori Lynch representing the Division of Corrections and Rehabilitation. Josh McAtee, representing the Division of Rehabilitation Services (DRS). David Moss, representing the Disability Determination Section (DDS) of the DRS.

Division of Personnel (DOP) staff members attending the meeting: Sheryl Webb, Director; Deputy Director Joe Thomas, Wendy Mays, Kerri Nice and Board Secretary, Layna Valentine-Brown.

APPROVAL OF MINUTES

The members of the SPB received the minutes from the October 23, 2025 regular meeting of the SPB prior to this meeting. Jay Arceneaux moved to approve the minutes of the meeting and Rick Wallace seconded the motion. The SPB voted and the minutes were approved by unanimous consent.

PROPOSALS

3064-A2 Department of Commerce - Division of Rehabilitation Services

Before voting the Board Members heard comments from representatives of the DDS and the DRS.

Upon the motion of Rick Wallace, seconded by Jim Dissen, the SPB voted and, with vote of 3 yeas and 1 nay, approved the amendment to proposal SPB 3064 to eliminate the retention incentives and terminate the authority to exceed pay grade maximums for the employees of the Disability Determination Section of the DRS.

3179 Department of Homeland Security - Division of Corrections and Rehabilitation

Upon the motion of Jay Arceneaux, seconded by Rick Wallace, the SPB voted and approved the proposal to convert a classified position to a classified-exempt position.

OTHER BUSINESS

Department of Administration - Division of Personnel

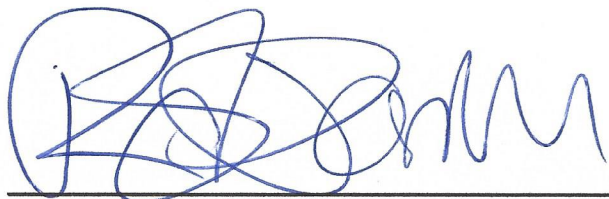
Upon the motion of Jim Dissen, seconded by Jay Arceneaux, the SPB voted and approved the amendments to the DOP Severance Pay policy (DOP-P19).

Department of Administration - Division of Personnel

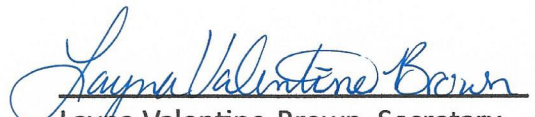
Upon the motion of Rick Wallace, seconded by Jay Arceneaux, the SPB voted and approved the amendments to the Prohibited Workplace Harassment policy (DOP-P6).

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for December 19, 2025, at 1:00 p.m.



Robert Paulson, Designee for Eric L. Householder, Chair
State Personnel Board



Layna Valentine-Brown, Secretary
State Personnel Board