MINUTES OF THE STATE PERSONNEL BOARD SPECIAL MEETING

September 12, 2025

The State Personnel Board (SPB) met telephonically on September 12, 2025 at 2:00 p.m. in a Special Meeting to consider administrative matters regarding the Department of Health Facilities.

Attending the meeting: Robert Paulson, Designee for Chair; SPB members; Jim Dissen, Kymberly Gillespie, Jay Arceneaux, Rick Wallace, and Forrest Roles. Representatives from the Department of Health Facilities (DoHF) and Representatives from the Office of Shared Administration (OSA) identified themselves.

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

PROPOSALS

3172 Department of Health Facilities

Before voting the Board Members heard from representatives who wished to speak. It was stated that the DoHF employees felt that they were required to resign based upon the letter received and they do not feel this is right. OSA stated that a Letter of Intent was sent to the employees to capture if the intent was to move to the new company, retire, or try to get work at a different state agency. OSA stated that they have been working to find places for these employees to transfer to. Forrest Roles asked when the employees had to make a decision. OSA replied that the due date was by close of business on September 11, 2025, and they were going to try to collect them all today and Monday, September 15, 2025. Jay Arceneaux asked if these employees were placed on any preferential lists. The DOP replied that, if a reduction in force occurs, affected employees who submit applications will be placed on preference registers for DOP covered positions for which they qualify.

Upon the motion of Jay Arceneaux, seconded by Jim Dissen, the SPB voted and approved the designation of Hopemont Hospital, Jackie Withrow Hospital, John Manchin, Sr. Health Care Center, and Lakin Hospital as the organizational units for a potential reduction in force.

OTHER BUSINESS

None

NEXT BOARD MEETING

The next meeting of the SPB is scheduled for September 25, 2025, at 1:00 p.m.



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



Layna Valentine-Brown, Secretary
State Personnel Board