MINUTES OF THE STATE PERSONNEL BOARD
December 19, 2025

The State Personnel Board (SPB) met telephonically on December 19, 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, Rick Wallace, and Forrest Roles. Brandon Rhodes representing Jefferson County Health Department.

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

APPROVAL OF MINUTES

The members of the SPB received the minutes from the November 19, 2025 regular meeting of the SPB prior to this meeting. Jim Dissen moved to approve the minutes of the meeting and Jay Arceneaux seconded the motion. The SPB voted and the minutes were approved by unanimous consent.

PROPOSALS

3080 Jackson County Health Department

Upon the motion of Kymberly Gillespie, seconded by Rick Wallace, the SPB voted and approved the proposal to implement a one time non-base building pay differential for all classified employees of the Jackson County Health Department.

3181 Jefferson County Health Department

Upon the motion of Jay Arceneaux, seconded by Forrest Roles, the SPB voted and approved the proposal to implement a new special hiring rate for classified employees in the Sanitarian 1 classification at the Jefferson County Health Department.

3182 Brooke County Health Department

Upon the motion of Jim Dissen, seconded by Rick Wallace, the SPB voted and approved the proposal to implement an across-the-board base building salary adjustment of 5% for all classified employees of the Brooke County Health Department.

OTHER BUSINESS

None

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for January 22, 2026, at 1:00 p.m.



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



Layna Valentine-Brown, Secretary
State Personnel Board