

MINUTES OF THE STATE PERSONNEL BOARD

April 23, 2026

The State Personnel Board (SPB) met telephonically on April 23, 2026 at 1:00 p.m. to conduct business and to consider other administrative matters.

Attending the meeting: Robert Paulson, Designee for Chair; SPB members; Jay Arceneaux, Jim Dissen, Rick Wallace, and Forrest Roles. Andrea Fout-Tinsley and Dillard Price representing the Division of Natural Resources.

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

APPROVAL OF MINUTES

The members of the SPB received the minutes from the March 26, 2026 regular meeting of the SPB prior to this meeting. Jay Arceneaux moved to approve the minutes of the meeting and Forrest Roles seconded the motion. The SPB voted and the minutes were approved by unanimous consent.

PROPOSALS

3183 Department of Administration - Division of Personnel

Upon the motion of Jim Dissen, seconded by Jay Arceneaux, the SPB voted and approved the proposal to create Park Hospitality Coordinator 1 (Paygrade 8) and Park Hospitality Coordinator 2 (Paygrade 10) classifications and reclassify positions into the appropriate title with a special plan of implementation for employees who occupy positions being reclassified.

3184 Department of Administration - Division of Personnel

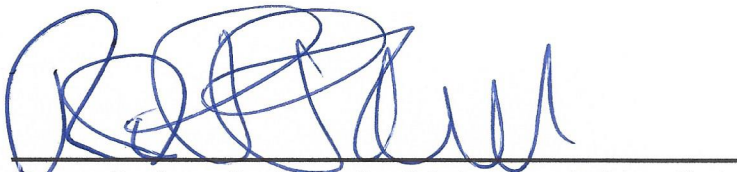
Upon the motion of Rick Wallace, seconded by Jim Dissen, the SPB voted and approved the proposal to create the Office Operations Assistant (Pay grade 5) class specification; rename the current Office Assistant 3 class specification to Office Operations Associate (Pay grade 7); reclassify positions currently allocated to the Office Assistant 1 (9005), Office Assistant 2 (9006), and Office Assistant 3 (9007) classifications; and abolish the Office Assistant classification series.

OTHER BUSINESS

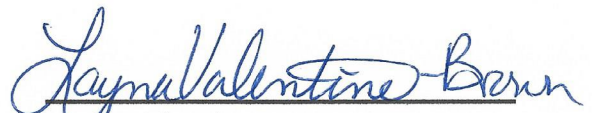
None

NEXT BOARD MEETING

The next regular meeting of the SPB is scheduled for May 28, 2026, at 1:00 p.m.



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



Layna Valentine-Brown, Secretary
State Personnel Board