

**STATE PERSONNEL BOARD MEETING**  
**MINUTES**  
**JUNE 10, 2014**  
**JAMES FLOYD VETERANS MEMORIAL BUILDING / 512-WEST BOARDROOM**  
**10:00 A.M.**

The following Board members were in attendance: Robert Joseph, Chair; Jewelle Johnson, Vice Chair; Jim Rogers, Member; and Paul Babaz, Member. Absent from the meeting were Taylor Hanson Haley, Member and Commissioner Sid Johnson, SPB Executive Secretary.

Attendees included: Candy Sarvis, Deputy Commissioner DOAS-HRA; Bryan Webb, Asst. Attorney General, Georgia Law Department; and Katy Townsend, Director, DOAS-HRA Policy & Compliance.

The meeting of the State Personnel Board was called to order by Chairman Robert Joseph.

**Approval of Minutes:** Vice Chair Jewelle Johnson presented for the Board's approval the Minutes of the May 13, 2014 State Personnel Board meeting. Mr. Joseph entertained a Motion to approve the Minutes with one substantive change. The Motion was Moved by Mr. Rogers, seconded by Mr. Babaz and received unanimous approval.

**Presentation and Board Vote to Adopt the Final Version of the Proposed Modifications to the following SPB Rules:**

- 478-1-.04 / Employer-Employee Relations*
- 478-1-.15 / Changes to Employment Status*
- 478-1-.20 / Employee Complaint Resolution Procedure*
- 478-1-.24 / Working Test and Permanent Status for Classified Employees*
- 478-1-.25 / Reduction in Force for Classified Employees*
- 478-1-.26 / Adverse Actions for Classified Employees*
- 478-1-.27 / Appeals and Hearings for Classified Employees*
- 478-1-.28 / Voluntary Separations for Classified Employees*

Mr. Joseph introduced Ms. Katy Townsend, Director, DOAS-HRA Policy & Compliance Unit who presented for the Board's action a summary of the substantive changes to the proposed Rules. These modifications were distributed for the Board's review prior to the meeting.

**Board Vote:**

Mr. Joseph entertained a Motion to adopt the Final Changes to the SPB Rules as presented. The Motion was Moved by Ms. Johnson, seconded by Mr. Rogers and carried unanimously.

**Presentation and Board Vote on the Job Classification and Pay Structure:**

Mr. Joseph introduced Ms. Candy Sarvis, DOAS-HRA, Deputy Commissioner who presented to the Board a high-level overview of the work underway to modify the state's job classification and pay structures. Ms. Sarvis distributed handouts depicting the state's general job classification hierarchy, current pay structure and proposed pay structure, and explained that changes to the structures were subject to board approval after a public comment period. Due to its fiscal impact, the new pay structure would be subject to additional approval by the Governor's Office of Planning and Budget. Ms. Sarvis requested the Board approve release of the pay structure for public comment. Because work continued with agencies to revise job classifications, the classification structure would be presented to the Board at a later date.

**Summary Recommendation:**

Propose the Board's approval to release the pay structure changes as presented for a 30-day Public Comment period.

**Board Vote:**

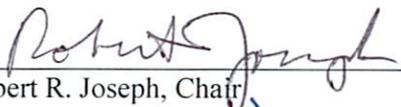
Ms. Johnson entertained a Motion to release the pay structure changes as presented to the Board for 30-day public comment period. Mr. Jim Rogers seconded the Motion which received unanimous Board approval.

**Commissioner's Report:** No current update to report.

**Other Business / Adjournment:**

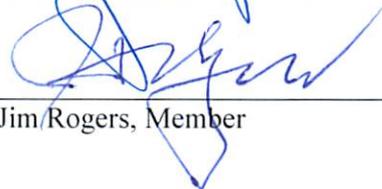
With no further business, Mr. Joseph made a Motion for adjournment. The Motion to officially adjourn the State Personnel Board meeting was Moved by Mr. Rogers, seconded by Ms. Johnson and carried unanimously.

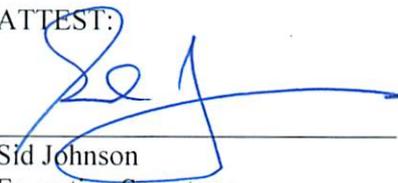
READ AND APPROVED ON 9th of September 2014 by:

  
\_\_\_\_\_  
Robert R. Joseph, Chair

(absent  
9-9-14)  
\_\_\_\_\_  
Paul Babaz, Member

  
\_\_\_\_\_  
Jewelle Johnson, Vice Chair

  
\_\_\_\_\_  
Jim Rogers, Member

ATTEST:  
  
\_\_\_\_\_  
Sid Johnson  
Executive Secretary  
State Personnel Board