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**MINUTES**  
**STATE PERSONNEL BOARD MEETING**  
**May 12, 2015 - 10:00 a.m.**  
200 Piedmont Avenue  
Boardroom 512 (West Tower)  
James Floyd Veterans Memorial Building, Atlanta, GA

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The meeting of the State Personnel Board (SPB) was called to order by Chairperson Jewelle Johnson on Tuesday, May 12, 2015.

**Board members present:**  
Jewelle Johnson, Chair  
James Rogers, Vice Chair  
Robert R. Joseph, Member

**Board members absent:**  
Paul Babaz, Member  
Taylor Hanson Haley, Member

Additional attendees were Commissioner Sid Johnson, Board Executive Secretary; Candy Sarvis, Deputy Commissioner, DOAS-HRA; Rebecca Sullivan, General Counsel, DOAS; Bryan Webb, Assistant Attorney General, Georgia Law Department; and Katy Townsend, Director, DOAS-HRA Policy & Compliance Unit.

**Approval of Minutes:**

There being no corrections or changes requested by the members present, Ms. Johnson made a motion to approve the February 10, 2015 State Personnel Board Minutes as presented. The motion was moved by Mr. Rogers, seconded by Mr. Joseph and carried unanimously.

**2015 Georgia General Assembly / Legislative Update:**

Ms. Rebecca Sullivan, DOAS Assistant Commissioner and General Counsel presented an update of key legislation adopted in the 2015 Georgia General Assembly relevant to the state's HR Community.

**Merit-Based Increase Implementation Policies Presentation:**

Prior to the presentation, Ms. Sarvis introduced the new leadership changes in the Compensation and Benefits Unit: Nicole Long, Director of Compensation & Benefits; and Valerie Henderson, Director Benefits and Faithful Service.

Next, Ms. Candy Sarvis presented for the Board's consideration a summary of the SPB Policies to Implement Merit-Based Pay Increases. A copy of the policies was provided for the Board's review.

**Summary Recommendation:**

Ms. Sarvis called for the Board's adoption of the Merit-Based Implementation Policies.

**Board Vote:**

Ms. Johnson entertained a Motion to adopt the SPB Policy to Implement Merit-Based Pay Increases for FY 2016 as presented. The Motion was moved by Mr. Joseph, seconded by Mr. Rogers and carried unanimously.

**Presentation and Board Vote to Approve SPB Rule 478-1-.16/Absence from Work Proposed Modification for Public Commentary:**

Ms. Katy Townsend, Director, DOAS-HRA Policy & Compliance Unit, presented the proposed changes to Rule 16 for the Board's consideration. These modifications incorporate the new employee leave option created by HB 313 that was signed into law on May 6, 2015. The proposed name for this new leave is *Education Support Leave*. A copy of SPB Rule 16 proposed modifications was provided for the Board's review.

**Summary Recommendation:**

Ms. Katy Townsend called for the Board's approval to release the proposed modifications of Rule 16 for public comment.

**Board Vote on Rule 478-1-16:**

Ms. Johnson entertained a motion for approval to release the SPB Rule 478-1-16 proposed modifications for 30-day Public Comment period as presented. The motion was moved by Mr. Joseph, seconded by Mr. Rogers and carried unanimously.

**Presentation of the 2015-2016 SCCP Recommendations of Applicant and Participating Charities:**

Ms. Valerie Henderson, DOAS-HRA Programs & Benefits Manager presented for the Board's consideration and vote, the recommendations of the SCCP Applicant and Participating Charities for 2015-16. Ms. Henderson announced that the 2014-2015 campaign results exceeded its goal totaling \$1.5 million. A presentation document was provided for the Board's review.

**Summary Recommendation:**

Ms. Henderson called for the Board's approval of the recommendations for the 2015-2016 SCCP Campaign.

**Board Vote:**

Ms. Johnson entertained a motion to accept the recommendations of the Applicant and Participating Charities for the 2015-2016 SCCP as presented. The motion was moved by Mr. Rogers, seconded by Mr. Joseph and carried unanimously.

**Other Business / Adjournment:**

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

READ AND APPROVED ON 23<sup>rd</sup> of June, 2015 by:

  
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Jewelle Johnson, Chair

  
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Jim Rogers, Vice Chair

  
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Robert R. Joseph, Member

ATTEST:  
  
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Sid Johnson  
Executive Secretary  
State Personnel Board