
MINUTES
STATE PERSONNEL BOARD MEETING
VIA WEBINAR
May 14, 2024 – 10:00 a.m.

On Tuesday, May 14, 2024, a quorum was established, and Chair Jewelle Johnson called the State Personnel Board (SPB) special-called meeting to order.

Board members present:

Jewelle Johnson, Chair
Amy Auffant, Vice Chair
Robert Joseph, Member
Matthew Almand, Member

Board members absent:

Glianny Fagundo, Member

Additional attendees: Al Howell, Deputy Commissioner, DOAS-HRA; Autumn Cole, Assistant Commissioner and General Counsel, DOAS; Kori Woodward-Dickens, Attorney, DOAS-HRA; Latatia West, DOAS-HRA, and Tina Bufford, Sr. Compensation Manager, DOAS-HRA

Approval of Minutes:

Al Howell, Deputy Commissioner, presented the March 12, 2024, State Personnel Board meeting minutes for approval. The members present did not request corrections or changes, so Ms. Johnson called for a motion to approve the minutes. Mr. Joseph moved the motion, seconded by Mr. Almand, and carried unanimously.

Presentation of Rule Modification for State Personnel Board Rule 478-1-.16, Absence from Work:

Latatia West, Policy Manager, DOAS-HRA, presented the modifications to State Personnel Board Rule 478-1-.16, Absence from Work. Ms. West informed the board that the rule was modified due to the passing of HB 1010 by the General Assembly. The bill, which amends the statutory provisions concerning paid parental leave, was passed in the 2024 session and will go into effect on July 1, 2024. Ms. West informed the board that the provisions pertain to section 26 of the rule. Ms. West informed the board that the effect of the law and the proposed rule modifications is an increase to the paid parental leave benefit, specifically the number of hours of paid parental leave, and a new agency obligation to notify employees of the new paid parental leave benefits. Ms. West reviewed the copy of the rule changes provided to the board members before the meeting, drawing attention to the hours increasing to 240 from 120 hours.

Summary of Recommendation:

Ms. West asked the board to approve the release of the proposed modifications to State Personnel Board Rule 478-1-.16, Absence from Work, for public comment.

Board Vote:

Ms. Johnson called for a motion to approve the release of the proposed modifications to State Personnel Board Rule 478-1-.16, Absence from Work, for public comment. The motion was moved by Mr. Almand, seconded by Mr. Joseph, and carried unanimously.

Presentation of Modifications to the Compensation Plan for Cost-of-Living Increases:

Tina Bufford, Sr. Compensation Manager, DOAS-HRA, presented the modifications to the Compensation Plan for cost-of-living increases. Ms. Bufford informed the board that Governor Kemp signed the increase on May 7, 2024. Ms. Bufford informed the board that the increase is eligible for all state employees, not to exceed \$3,000.00, and will take effect July 1, 2024. Ms. Bufford notified the board of the public comment period, after which the proposed compensation plan will be presented to the State Personnel Board for adoption on July 9, 2024, and will take effect upon approval of the Director of the Office of Planning and Budget. Ms. Bufford identified for the board the paygrades that will receive the 4% COLA and the paygrades that will receive the \$3,000.00 COLA in the proposed Statewide Distribution (SWD) and the Law Enforcement (LAW) compensation plans.

Questions:

Matthew Almand: With the effective date of July 1 but all the approvals happening after that, how are the increases reflected in the state?

Ms. Bufford: The adjustments will be made automatically by the State Accounting Office with an effective date of July 1. These plans will be published on the date that the letter is received back from the Director of the Office of Planning and Budget. There is no hold on the employees receiving their increases effective July 1.

Summary of Recommendation:

Ms. Bufford asked the board to approve the release of the proposed modifications to the Compensation Plan due to the Cost-of-Living adjustments for public comment.

Board Vote:

Ms. Johnson called for a motion to approve the release of the proposed modifications to the Compensation Plan due to the Cost-of-Living adjustments for public comment. The motion was moved by Mr. Joseph, seconded by Mr. Almand, and carried unanimously.

Presentation of the list of Charities for the Georgia State Charitable Contributions Program:

Tina Bufford, Sr. Compensation Manager, DOAS-HRA, presented the 2024-2025 list of charities for the Georgia State Charitable Contributions Program (GASCCP). Ms. Bufford informed the board that the GASCCP total for 2023 was \$433,578.19, resulting in a 10% increase from last year. Ms. Bufford provided the board with the charity participation criteria. Ms. Bufford informed the

board that 63 applications were received, 52 were from independent charities, and 11 federations had 539 covered charities. Ms. Bufford informed the board that 602 total independents, Federations, and Federation-Covered charities would be presented for the board to approve and that the status summary of the new and renewing applicants was provided in the board packet that was sent to the board before the meeting, noting that there were five (5) new independent charity applicants and 51 renewal applicants recommended for approval, and two (2) new independent charity applicants and five (5) renewal applicants recommended for denial. Ms. Bufford explained to the board the reasons for recommending denial for the seven (7) charities.

Summary of Recommendation:

Ms. Bufford asked the board to approve the 2024-2025 list of charities for the Georgia State Charitable Contributions Program (GASCCP).

Board Vote:

Ms. Johnson called for a motion to approve the 2024-2025 list of charities for the Georgia State Charitable Contributions Program. The motion was moved by Mr. Joseph, seconded by Mr. Almand, and carried unanimously.

Presentation on the Georgia State Charitable Contributions Program Contract Renewal:

Al Howell, Deputy Commissioner, DOAS-HRA, updated the board on the Georgia State Charitable Contributions Program contract renewal. Mr. Howell explained to the board that the vendor that helps administer the charitable contributions program is America's Charities, whose contract is up for renewal. Mr. Howell explained to the board that the current contract is from July 1, 2023, through June 30, 2024, and the new contract has been established to run from July 1, 2024, through June 30, 2025. Mr. Howell informed the board that the contract with America's Charities doesn't require approval; however, DOAS-HRA wanted to keep the board informed because America's Charities is crucial in administrating the Georgia State Charitable Contributions Program.

Questions:

Jewelle Johnson: Is there any reason why we want a one (1) year term versus negotiating a two (2) or three (3) year term, so you don't have to do this every year?

Al Howell: Due to our contract, we can't do extended contracts, and that's why we do it on a yearly basis.

Autumn Cole: The state has a constitutional limitation on pledging its credit, so we can only commit the state's credit for one (1) year terms in the majority of our contracts.

Other Business/Adjournment:

With no further business, board Chair Jewelle Johnson called for a motion to adjourn the March 14, 2024, meeting of the State Personnel Board. The motion was moved by Mr. Almand, seconded by Mr. Joseph, and carried unanimously.

READ AND APPROVED ON 9th of July 2024 by:

E. Jewelle Johnson

Jewelle Johnson, Chair

Amy Auffant

Amy Auffant, Vice Chair

Glianny Fagundo

Glianny Fagundo, Member

Robert Joseph

Robert Joseph, Member

Matthew Almand

Matthew Almand, Member