



Brian P. Kemp  
Governor

Alex Atwood  
Commissioner

March 5, 2019

**MEMORANDUM**

**To:** Agency Heads  
HR Leaders

**From:** Judge Alex Atwood, Commissioner   
Executive Secretary, Employee Benefits Plan Council and State Personnel Board

**Re:** **March 2019 / State Personnel Board Meeting Notice**

Please be advised that the State Personnel Board (SPB) will convene on Tuesday, March 12, 2019 in Conference Room 1816 A/B, West Tower, Floyd Veterans Memorial Building at 10:00 a.m. Note that the Employee Benefit Plan Council (EBPC) Meeting has been canceled and, therefore, will not be held prior to the State Personnel Board Meeting as is the usual process.

If you have any questions or concerns about the proposed agenda, please contact Latatia West at (404) 463-1822 or via email at Latatia.West@doas.ga.gov.

Thank you.

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1. Call to Order by Chair Jewelle Johnson
  2. Introduction of the New EBPC/SPB Executive Secretary by Chair Jewelle Johnson
    - a. Introduction of Judge Alex Atwood, DOAS Commissioner (bio attached) – role as Executive Secretary to the EBPC and SPB.
  - \*\* 3. Approval of Minutes** of the SPB November 13, 2018 meeting
  4. Presentation of the final version of proposed modifications to *State Personnel Board Rule 478-1-.09, Records*
  - \*\* 5. Board vote** to adopt final version of proposed modifications to *State Personnel Board Rule 478-1-.09*
  6. Presentation of the Statewide Sexual Harassment Prevention Policy
  7. Presentation of rule modifications to release for Public Comment: *State Personnel Board Rule 478-1-.03, Antidiscrimination*
  - \*\* 8. Board vote** on SPB Rule 478-1-.03, *Antidiscrimination* to release for public comment
  9. Presentation of rule modifications to release for Public Comment: *State Personnel Board Rule 478-1-.20, Employee Complaint Resolution Procedure*

- \*\* 10. Board vote** on SPB Rule 478-1--20, *Employee Complaint Resolution Procedure* to release for public comment
- 11. Other business** the members may wish to bring before the Board
- 12. Adjournment**

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\*\* Indicates review and Board action required