

# Civil Service Commission Minutes

August 3, 2017

Room 413, Capitol Building, 500 East Capitol, Pierre

## **Members present:**

Barbara Christianson  
Greg Ingemunson  
Dawn Morris  
Shannon Williams

## **Others present:**

Ellen Zeller, BHR director of classification and compensation  
Tom Lee, hearing officer  
Tony Hillmer, grievant  
Tim Engel, attorney for BHR  
Cheryl Stone, BHR human resource manager  
Layne Larson, BHR human resource specialist  
John Stewart, BHR human resource specialist  
Nickie Adams, BHR human resource specialist  
Carla Bachand, court reporter  
Heather Perry, BHR director of policy and special projects

Commissioner Christianson called the meeting to order at 8:58 a.m. CDT.

### **1. Approval of agenda**

Commissioner Ingemunson moved to approve the agenda as presented. Commissioner Williams seconded the motion. Commissioners Christianson, Ingemunson, Morris, and Williams voted in favor of approving the agenda.

### **2. Approval of minutes**

Commissioner Ingemunson moved that the minutes of the June 15, 2017, conference call be approved. Commissioner Morris seconded the motion. Commissioners Christianson, Ingemunson, Morris, and Williams voted in favor of approving the minutes.

### **3. Pay Grades for new classes:**

Zeller presented information about the pay grades for one retitled class and one new class for approval:

#### **a. Disease intervention specialist, moving from pay grade GH to GI**

#### **b. Health Lab Section Leader, pay grade GK**

Commissioner Ingemunson moved to approve the recommended pay grades. Commissioner Williams seconded the motion. Commissioners Christianson, Ingemunson, Morris, and Williams voted in favor of the pay grades.

#### **4. Tony Hillmer v. Bureau of Human Resources**

The meeting transitioned to Hillmer v. BHR, which was a classification grievance.

Both sides presented testimony before Commissioner Ingemunson moved that the meeting should go to executive session at 10:25 a.m. Commissioner Morris seconded the motion. Commissioners Christianson, Ingemunson, Morris, and Williams voted in favor of going to executive session.

Commissioner Williams moved that the meeting should return to public hearing at 10:30 a.m., and Commissioner Morris seconded the motion. Commissioners Christianson, Ingemunson, Morris, and Williams voted in favor of returning to a public hearing.

Commissioner Ingemunson moved that the Commission uphold BHR's classification of Mr. Hillmer's position. Commissioner Williams seconded the motion. Commissioners Christianson, Ingemunson, Morris and Williams voted in favor of upholding BHR's classification decision.

#### **5. Adjourning meeting**

Commissioner Ingemunson moved to approve the new classification. Commissioner Morris seconded the motion. Commissioners Christianson, Ingemunson, Morris and Williams voted in favor of adjourning.

Commissioner Christianson adjourned the meeting at 10:35 a.m.