

Civil Service Commission Minutes

Conference Room 3, Kneip Building, Pierre, SD

April 23, 2018

Members participating:

JC Carpenter
Barbara Christianson, chair
Bob Grandpre
Greg Ingemunson
Shannon Williams

Other participants:

Rob Anderson, attorney for the Department of Corrections
Tom Lee, hearing officer
Jennifer Meyer, Department of Corrections
Heather Perry, BHR director of policy and special projects
Robbie Rohl, attorney for the grievant
Tim Scott, grievant
Melody Tromberg, Department of Corrections
Ellen Zeller, BHR director of classification and compensation

Commissioner Christianson called the meeting to order at 1 p.m. CDT.

1. Approval of agenda

The agenda was reviewed, and Commissioner Williams moved to approve the agenda as presented. Commissioner Ingemunson seconded the motion. The agenda was unanimously approved.

2. Approval of minutes

Commissioner Ingemunson moved that the minutes of the March 21, 2018, meeting be approved. Commissioner Grandpre seconded the motion. The agenda was unanimously approved.

3. Classification review

Zeller presented information about a new class title: Epidemiology Surveillance Coordinator I, which was proposed as a paygrade GJ.

Commissioner Grandpre moved to approve the new class title and pay grade recommendation. Commissioner Williams seconded the motion. Approval of the motion was unanimous.

4. Grievance hearing: Tim Scott v. DOC

The hearing started, but the grievance was withdrawn by Scott before testimony was finalized.

5. Adjourning meeting

Commissioner Ingemunson moved to adjourn the meeting. Commissioner Grandpre seconded the motion. The vote to adjourn the meeting was unanimous.

Commissioner Christianson adjourned the meeting at 3:40 p.m.