FORM 10

CIVIL SERVICE COMMISSION

MINUTES OF PUBLIC HEARING

The Civil Service Commission convened at 11 a.m. on Wednesday, October 28, 2020, in the State Capitol Building, Room B20 and via teleconference.

The purpose of the commission meeting was to conduct a public hearing on the proposed Bureau of Human Resources rule numbered §55:09:04:05, and to approve three classification pay grades.

**Members of the Commission in Attendance (participated via conference call)**

Barbara Christianson

JC Carpenter

Greg Ingemunson

Kim Jensen

Jeff Miller

Dawn Morris

Shannon Williams

**Other Participants**

Mallori Barnett, BHR attorney

Ellen Zeller, BHR Director of Classification and Compensation

Mary Weischedel, BHR Compliance Officer

Shelly Rounds, BHR Human Resource Specialist III

Chairman Christianson called the meeting to order at 11 a.m. CDT.

**Approval of Agenda**

Commissioner Morris moved to approve of the agenda for the October 28, 2020 meeting as presented. Commissioner Jensen seconded the motion. The motion carried with unanimous roll call vote.

**Approval of Minutes**

Commissioner Carpenter moved to approve of the minutes of the May 27, 2020 meeting as submitted, seconded by Ingemunson. The motion carried with unanimous roll call vote.

**Administrative Rules Hearing**

There were no written comments from the public. Oral comments surrounding the proposed administrative rule changes were provided by Mallori Barnett, BHR Attorney. Barnett provided an explanation of the rule change indicating the change would allow a member of the military reserve or national guard to use up to 40 hours of sick leave each year for any military- related service.

Commissioner Williams moved to approve the administrative rule changes, and Commissioner Ingemunson seconded the motion. The motion carried with unanimous roll call vote.

**Classification Pay Grades**

Zeller presented information about the Economic Analyst and the Senior Economic Analyst classes and recommended the paygrades be established at GI and GJ, respectively.

Zeller presented information about the new Wildland Fire Logistics Coordinator class and recommended the paygrade be established at GG.

Commissioner Miller moved to approve the three pay grades as presented, seconded by Morris. The motion carried with unanimous roll call vote.

**Adjournment**

Commissioner Miller moved to adjourn the meeting and the motion was seconded by Ingemunson. Chairman Christianson adjourned the meeting at 11:25 a.m. CDT.