

DRAFT

CIVIL SERVICE COMMISSION MEETING MINUTES

The Civil Service Commission convened at 9:00 a.m. on Monday, October 31, 2022, in the State Capitol, Room B20, via Zoom and teleconference.

The purpose of the meeting was to approve the proposed pay grades for four BHR class specifications.

Members of the Commission in Attendance:

Barbara Christianson, Chair
JC Carpenter
Greg Ingemunson
Kim Jensen
Dawn Morris
Shannon Williams

Others in Attendance:

Ellen Zeller, BHR Center of Excellence Director
Geno Adams, BHR Classification and Compensation Manager
Jesse Merkel, BHR Information Officer
Mallori Barnett, BHR Attorney
Mary Weischedel, BHR Compliance Officer

Chairman Christianson called the meeting to order at 9:03 a.m. CDT.

Approval of Agenda

Commissioner Jensen moved to approve of the agenda for the October 31, 2022 meeting as presented. Commissioner Morris seconded the motion. The motion carried with unanimous roll call vote.

Approval of Minutes

Commissioner Morris moved to approve of the minutes of the July 22, 2022 meeting as submitted, seconded by Commissioner Ingemunson. The motion carried with unanimous roll call vote.

Classification & Compensation

Ellen Zeller, BHR, presented information on the proposed pay grades of the following class specifications:: Laboratory Program Assistant, Correctional Officer, Transportation Project Manager II, and Wildland Fire Assistant Center Manager.

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

Adjournment

Commissioner Jensen moved to adjourn the meeting and the motion was seconded by Commissioner Morris. Chairman Christianson adjourned the meeting at approximately 9:25 a.m. CDT.