**DRAFT**

CIVIL SERVICE COMMISSION

MEETING MINUTES

The Civil Service Commission convened at 10:00 a.m. on Thursday, May 23, 2024, in the State Capitol, Room B20, via teleconference.

The purpose of the meeting was to approve the proposed classification and compensation changes.

**Members of the Commission in Attendance:**

Barbara Christianson, Chair

JC Carpenter

Kim Jensen

Jeff Miller

Dawn Morris

Shannon Williams

**Others in Attendance:**

Angi Kappenman, BHR Director of Total Rewards

Geno Adams, BHR Classification and Compensation Manager

Mallori Barnett, BHR Attorney

Mary Weischedel, BHR Compliance Officer

Chairman Christianson called the meeting to order at 10:07 a.m. CDT.

**Approval of Agenda**

Commissioner Morris moved to approve of the agenda for the May 23, 2024 meeting as presented. Commissioner Williams seconded the motion. The motion carried with unanimous roll call vote.

**Approval of Minutes**

Commissioner Miller moved to approve of the minutes of the November 16, 2023 meeting as submitted, seconded by Commissioner Morris. The motion carried with unanimous roll call vote.

**Classification & Compensation**

Geno Adams, BHR, presented information on the proposed pay grades and classification specifications including: Officer Supervisor, Human Services Social Worker, and Audiology Assistant.

Commissioner Miller moved to approve the pay grades and classification specifications as presented, seconded by Commissioner Jensen. The motion carried with unanimous roll call vote.

Geno Adams, BHR, presented information on the proposed FY25 pay structures and career bands: General Pay Salary Structure, Law Enforcement Salary Structure, Information Technology Pay Structure, Medical Salary Structure, Accounting / Auditor Career Band, Engineering Career Band, Environmental Scientist Career Band, and Nursing Career Band.

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

**Adjournment**

Commissioner Jensen moved to adjourn the meeting and the motion was seconded by Commissioner Miller. Chairperson Christianson adjourned the meeting at approximately 10:42 a.m. CDT.