

DRAFT

CIVIL SERVICE COMMISSION MEETING MINUTES

The Civil Service Commission convened at 11:00 a.m. on Thursday, May 26, 2022, in the State Capitol, Room B20 and via teleconference.

The purpose of the meeting was to approve the proposed pay grade, classification specification, and FY23 Pay Structures.

Members of the Commission in Attendance:

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

Others in Attendance:

Ellen Zeller, BHR Centers of Excellence Director
Travis Hedrick, BHR Classification and Compensation Manager
Mary Weischedel, BHR Compliance Officer
MacKenzie Decker, DLR Workforce Services Director

Chairman Christianson called the meeting to order at 11:02 a.m. CDT.

Approval of Agenda

Commissioner Carpenter moved to approve of the agenda for the May 26, 2022 meeting as presented. Commissioner Morris seconded the motion. The motion carried with unanimous roll call vote.

Approval of Minutes

Commissioner Williams moved to approve of the minutes of the December 14, 2021 meeting as submitted, seconded by Commissioner Jensen. The motion carried with unanimous roll call vote.

Classification & Compensation

Travis Hedrick, BHR, presented information on the proposed Pay Grade, and Classification Specification of the Labor Program Specialist II position.

Commissioner Ingemunson moved to approve the Pay Grade and Classification Specification as presented, seconded by Commissioner Morris. The motion carried with unanimous roll call vote.

Travis Hedrick and Ellen Zeller presented information on the proposed FY23 Pay Structures including: Accounting, Engineering, Environmental Science, General, Information Technology, Law Enforcement, Medical, and Nursing.

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

Adjournment

Commissioner Morris moved to adjourn the meeting and the motion was seconded by Commissioner Ingemunson. Chairman Christianson adjourned the meeting at approximately 11:23 a.m. CDT.