FORM 10

CIVIL SERVICE COMMISSION

MINUTES OF PUBLIC HEARING

The Civil Service Commission convened at 11 a.m. on Wednesday, May 26, 2021, in the State Capitol, Room B20 and via teleconference.

The purpose of the meeting was to conduct a public hearing on the proposed Bureau of Human Resources rules numbered §§55:10:11:10, 55:10:11:13, 55:10:11:14, and 55:10:11:18, and to approve the proposed FY22 pay structures.

**Hearing Officer:** Mallori Barnett

**Members of the Commission in Attendance:**

Barbara Christianson, Chair

JC Carpenter

Greg Ingemunson

Kim Jensen

Jeff Miller

Dawn Morris

Shannon Williams

**Others in Attendance:**

Mallori Barnett, BHR attorney

Ellen Zeller, BHR Director of Classification and Compensation

Mary Weischedel, BHR Compliance Officer

Darin Seeley, BHR Commissioner

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 May 26, 2021 meeting as presented. Commissioner Jensen seconded the motion. The motion carried with unanimous roll call vote.

**Approval of Minutes**

Commissioner Miller moved to approve of the minutes of the October 28, 2020 meeting as submitted, seconded by Commissioner Ingemunson. The motion carried with unanimous roll call vote.

**Administrative Rules Hearing**

**Oral Testimony:**

Mallori Barnett, BHR, presented the proposed rules to the Commission. Barnett explained BHR is proposing these rules changes because we have revised our compensation plan and have moved the current pay range minimums closer to true market minimums. This past legislative session the State committed to investing in the movement of the pay structure minimums. With the movement of the minimums, the mandatory movement to 5% above minimum currently in rule is no longer necessary. Investing in the increase to minimums is a better long-term solution than the mandatory increase to 5% above minimum. Barnett noted that although the mandatory increase to 5% above minimum will no longer be required with the approval of these rule changes, agencies may continue to do so with discretionary raises as nothing prohibits them.

Barnett explained LRC’s form and style revisions to the proposed rules.

**Written Testimony:**

No written testimony or comments were submitted to the Commission on the proposed rule changes.

**Action:** Commissioner Morris moved to approve the proposed rules as presented, seconded by Commissioner Williams. The motion carried with unanimous roll call vote.

**FY22 Pay Structures**

Ellen Zeller, BHR, presented information on the proposed FY22 pay structures for the General, Law Enforcement, and Medical and for the following career bands: Accounting/Auditor, Engineering, Environmental Science, Information Technology, and Nursing.

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

**Final Announcements**

Barnett announced the next Rules Review committee meeting is on June 7, 2021 and interested parties may testify for or against the proposed rules at that time as well.

**Adjournment**

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

Respectfully submitted,

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Mallori Barnett, Legal Counsel

Bureau of Human Resources