

**STATE HUMAN RESOURCES COMMISSION MEETING
LEARNING AND DEVELOPMENT CENTER, COMMISSION CONFERENCE ROOM
101 WEST PEACE STREET - RALEIGH, NORTH CAROLINA**

MEETING MINUTES – August 8, 2016

Members Present

This meeting was held via teleconference.

Members present at the Learning and Development Center for the meeting were: Commissioner Phil Strach.

Members present via phone for the meeting were Chair Susan Manning, Commissioner Ross Beamon, Commissioner Martin Falls, Commissioner Gail Hobbs, and Commissioner Dan Barrett.

Other Attendees

Other attendees present were: Neal Alexander, Director, Office of State Human Resources; Paula Woodhouse, Deputy Director, Office of State Human Resources; Jessica Middlebrooks, General Counsel to Office of State Human Resources; Bailey Bruce, State Human Resources Commission Administrator, Office of State Human Resources.

Opening

The State Human Resources Commission (SHRC) last convened on August 8, 2016. Pursuant to North Carolina General Statutes §138A and the North Carolina Ethics Act, Chair Susan Manning asked all Commissioners if there were any conflicts of interest or potential conflicts of interest with respect to any matters coming before the Commission. There were no conflicts of interest or potential conflicts of interest noted by any Commissioner. The Commission convened its open meeting at 9:04 a.m. in the Learning and Development Center Commission Conference Room.

Business Session

Public Comment

No one signed up for Public Comment.

State Human Resources Deputy Director Report

Director Alexander thanked the Commissioners for their time to attend this Special Session and discussing this issue.

Merit Bonus Scenarios

Dennis Schoch, OSHR Classification & Compensation Manager, and Ray Scerri, OSHR Total Rewards Director, spoke to the Commission regarding the proposed merit bonus scenarios. Mr. Scerri began by reviewing the statute with the Commission regarding the merit bonus. Mr. Scerri told the Commission that the legislative merit bonus options are to be paid in October 2016 payroll. Mr. Scerri presented 3 scenarios to the Commission for consideration. Scenario #1 is for a higher, one-time, flat-dollar amount given to all employees who Exceed Expectations

overall and lower amount for employees who Meet Expectations overall. Scenario #2 is for a higher percentage of annual salary bonus amount given to all employees who Exceed Expectations overall and lower amount for employees who Meet Expectations overall. Scenario #3 would be a “Pot” of money given to each agency based on FTE’s to be used at their own discretion. Mr. Scerri discussed pros and cons of each scenario.

Motion: Commissioner Beamon made a motion to approve Scenario #1 of the proposed merit bonus scenarios

Seconded: Commissioner Strach seconded the motion.

The motion carried.

Adjournment

Chair Manning asked if there were any other business items to be heard during the business session. There being no additional items on the agenda, Chair Manning asked for a motion to adjourn the business session.

Motion: Commissioner Strach made a motion to adjourn the business session.

Seconded: Commissioner Falls seconded the motion.

The motion carried.

Executive Session

The State Human Resources Commission did not have an executive session at its August 8, 2016 meeting.

Minutes submitted by:

Bailey Bruce, State Human Resources Commission Administrator