



Office of State Human Resources

**ROY COOPER**  
*Governor*

**BARBARA GIBSON**  
*Director, State Human Resources*

MEMORANDUM

**TO:** Agency Heads, Chancellors, Human Resources Directors, and  
Other Interested Parties

**FROM:** Denise H. Mazza, Administrator  
State Human Resources Commission

**DATE:** February 21, 2019

**RE:** Approved Personnel Actions for the February 7, 2019  
State Human Resources Commission Meeting

Please see below for the following personnel actions that were approved by the Governor's Office and the State Human Resources Commission at the February 7, 2019 State Human Resources Commission meeting.

1. Minutes for the December 6, 2018 SHRC Meeting  
(Commission Action: Recommend Approval of Minutes)
2. Diversity and Workforce Services: Local Government  
LME/MCO Area Directors – Results of Consultant's Salary Study  
(Commission Action: Tabled the Vote on Approval of the Results of the Consultant's Salary Study until the April meeting with the recommendation that staff consult with Cardinal's consultant Sullivan Cotter.)
3. Classification and Compensation  
1 New and 6 Revised Classification Specs for New Class and Compensation System  
1 New Class Spec:
  - State Demographer6 Revised Class Specs:
  - Assistant State Audit Manager
  - Assistant State Audit Supervisor
  - Assistant State Auditor III
  - Assistant State Auditor II
  - Assistant State Auditor I

- Procurement Specialist III  
(Commission Action: Recommend Approval of Classification Specifications)

4. Classification and Compensation

Range Revisions for Elevator Inspections and Boiler Inspections Job Series  
based on a high priority market study conducted by OSHR on behalf of the Department of  
Labor

(Commission Action: Recommend Approval of Range Revisions for Elevator Inspectors and  
Boiler Inspectors Classes)

The items will be available to view on the State Human Resources Commission's HR  
Directors' SharePoint site at:

<https://ncconnect.sharepoint.com/sites/SHRC/HR%20Directors/Forms/AllItems.aspx?web=1>.