Members Present
Members present were Chair Susan B. Manning, Commissioner Mel Asbury, Commissioner Dan Barrett, Commissioner Virgie DeVane-Hayes, Commissioner Martin Falls, and Commissioner Gloria Highsmith.

Opening
The State Human Resources Commission (SHRC) met via phone on July 9, 2014. Pursuant to North Carolina General Statutes §138A and the North Carolina Ethics Act, Chair 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. Next, Chair Manning called the meeting to order.

Business Session
In compliance with G.S. 150B-21.3A, the State Human Resources Commission (SHRC) reported to the public and interested parties their initial classification determination for the periodic rules review. The purpose of this meeting is to review public comments received during the public comment period and to respond to any objections received concerning the initial rule classification determination. After considering the public comments, the SHRC made a final classification determination for each rule which will be reported to the Rules Review Commission for their review and approval.

The State Human Resources Commission received no public comments for the following rules:

25 NCAC 01A. 0103, .0104, .0105, and .0106

25 NCAC 01B. 0104, .0201, .0204, .0205, .0208, .0213, .0214, .0215, .0216, .0217, .0350, .0413, .0414, .0415, .0421, .0422, .0423, .0424, .0425, .0426, .0427, .0428, .0429, .0430, .0431, .0432, .0433, .0434, .0435, .0436, .0437, .0438, and .0439

25 NCAC 01C. 0201, .0202, .0210, .0215, .0301, .0401, .0402, .0403, .0404, .0406, .0411, .0412, .0501, .0502, .0503, .0504, .0507, .0509, .0701, .0702, .0703, .0801, .0802, .0803, .0804, .0805, .0806, .0811, .0813, .0901, .1001, .1002, .1003, .1004, .1005, .1006, .1007, .1008, and .1009
The State Human Resources Commission did receive public comments for the following rules: 

01C.0303, .0304, .0307, .0405, .0407, .0408, .0409, .0902, and .0903

The State Human Resources Commission discussed and reviewed the public comments received for the above listed rules. The Commission voted on the following rules listed below that did receive public comments:

- **25 NCAC 01C .0303 PUBLIC INSPECTION**
  
  **Motion:** Commissioner Asbury made a motion to approve the initial classification for this rule as “unnecessary”.
  
  **Seconded:** Commissioner DeVane-Hayes seconded the motion.
  
  The motion was made and carried.

- **25 NCAC 01C .0304 CONFIDENTIAL INFORMATION IN PERSONNEL FILES**
  
  **Motion:** Commissioner Asbury made a motion to approve the initial classification for this rule as “unnecessary”.
  
  **Seconded:** Commissioner Falls seconded the motion.
  
  The motion was made and carried.

- **25 NCAC 01C .0307 SAFEGUARDING CONFIDENTIAL INFORMATION**
  
  **Motion:** Commissioner Asbury made a motion to approve the initial classification for this rule as “unnecessary”.
  
  **Seconded:** Commissioner DeVane-Hayes seconded the motion.
  
  The motion was made and carried.

- **25 NCAC 01C .0405 TEMPORARY APPOINTMENT**
  
  - **25 NCAC 01C .0407 TEMPORARY PART-TIME APPOINTMENT**
  
  **Motion:** Commissioner Barrett made a motion to approve the classifications for both rules as “necessary”.
  
  **Seconded:** Commissioner Highsmith seconded the motion.
  
  The motion was made and carried.

- **25 NCAC 01C .0408 INTERMITTENT APPOINTMENT**
  
  **Motion:** Commissioner Barrett made a motion to approve the initial classification for this rule as “unnecessary”.
  
  **Seconded:** Commissioner Highsmith seconded the motion.
  
  The motion was made and carried.
- **25 NCAC 01C .0409 PRE-VOCATIONAL STUDENT APPOINTMENT**

  **Motion:** Commissioner DeVane-Hayes made a motion to approve the initial classification for this rule as “unnecessary”.

  **Seconded:** Commissioner Highsmith seconded the motion.

  The motion was made and carried.

- **25 NCAC 01C .0902 AGENCY RESPONSIBILITY**

  **Motion:** Commissioner Asbury made a motion to approve the initial classification for this rule as “unnecessary”.

  **Seconded:** Commissioner Falls seconded the motion.

  The motion was made and carried.

- **25 NCAC 01C .0903 ELIGIBILITY REQUIREMENTS**

  **Motion:** Commissioner DeVane-Hayes made a motion to approve the initial classifications for both rules as “unnecessary”.

  **Seconded:** Commissioner Falls seconded the motion.

  The motion was made and carried.

The Commission also voted and accepted staff recommendations for the following rules listed below that did not receive public comment:

**Subchapter A**

- 25 NCAC 01A .0103 DEFINITIONS
- 25 NCAC 01A .0104 EXCEPTIONS AND VARIANCES
- 25 NCAC 01A .0105 COVERAGE OF TITLE 25
- 25 NCAC 01A .0106 DELEGATION OF AUTHORITY: DECENTRALIZATION

**Subchapter B**

- 25 NCAC 01B .0104 STATE PERSONNEL DIRECTOR
- 25 NCAC 01B .0201 CONTENT AND PROCEDURE
- 25 NCAC 01B .0204 PRESENTATIONS
- 25 NCAC 01B .0205 ORAL PRESENTATIONS
- 25 NCAC 01B .0208 HEARING PROCEDURE
- 25 NCAC 01B .0213 REQUESTS FOR DECLARATORY RULING
- 25 NCAC 01B .0214 CONTENT
- 25 NCAC 01B .0215 REFUSAL TO ISSUE RULING
25 NCAC 01B .0216 TIME
25 NCAC 01B .0217 PROCEDURE
25 NCAC 01B .0350 TIME FRAME FOR RAISING ALLEGATION OF DISCRIMINATION
25 NCAC 01B .0413 EXERCISE OF COMMISSION DISCRETION
25 NCAC 01B .0414 SITUATIONS IN WHICH ATTORNEY'S FEES MAY BE AWARDED
25 NCAC 01B .0415 ATTORNEY'S FEES MAY BE AWARDED AS A RESULT OF A SETTLEMENT
25 NCAC 01B .0421 BACK PAY
25 NCAC 01B .0422 FRONT PAY
25 NCAC 01B .0423 LEAVE
25 NCAC 01B .0424 HEALTH INSURANCE
25 NCAC 01B .0425 INTEREST
25 NCAC 01B .0426 CERTAIN REMEDIES NOT AVAILABLE
25 NCAC 01B .0427 VOLUNTARY PROGRAMS OR BENEFITS
25 NCAC 01B .0428 REINSTATEMENT
25 NCAC 01B .0429 RECOMMENDATION OF DISCIPLINARY ACTION
25 NCAC 01B .0430 REMOVAL OF MATERIAL FROM PERSONNEL FILE
25 NCAC 01B .0431 CAUSES FOR REINSTATEMENT
25 NCAC 01B .0432 REMEDIES FOR PROCEDURAL VIOLATIONS
25 NCAC 01B .0433 SUSPENSION WITHOUT PAY
25 NCAC 01B .0434 DISCRIMINATION
25 NCAC 01B .0435 REMEDIES: SALARY ADJUSTMENTS
25 NCAC 01B .0436 SETTLEMENTS/CONSENT AGREEMENTS IN GRIEVANCES, CONTESTED CASES
25 NCAC 01B .0437 STATE PERSONNEL COMMISSION: PROCEDURES
25 NCAC 01B .0438 ESTABLISHMENT OF REASONABLE ATTORNEY FEES BY THE COMMISSION
25 NCAC 01B .0439 CONTINUANCES
Subchapter C

25 NCAC 01C .0201 SCOPE AND AUTHORITY
25 NCAC 01C .0202 EQUAL EMPLOYMENT OPPORTUNITY
25 NCAC 01C .0210 POLITICAL ACTIVITIES
25 NCAC 01C .0215 EMPLOYMENT CONTRACTS
25 NCAC 01C .0301 MAINTENANCE OF RECORDS
25 NCAC 01C .0401 APPOINTMENT DEFINED
25 NCAC 01C .0402 PERMANENT APPOINTMENT
25 NCAC 01C .0403 TRAINEE APPOINTMENTS
25 NCAC 01C .0404 PROBATIONARY APPOINTMENTS
25 NCAC 01C .0406 PERMANENT TRAINEE OR TIME-LIMITED PART-TIME
25 NCAC 01C .0411 TYPES OF APPOINTMENTS PROVIDING PROBATIONARY PERIOD CREDIT
25 NCAC 01C .0412 PERSONNEL CHANGES SUBJECT TO/NOT SUBJECT TO A PROBATIONARY PERIOD
25 NCAC 01C .0501 STANDARD WORKWEEK
25 NCAC 01C .0502 VARIABLE WORK SCHEDULE
25 NCAC 01C .0503 IMPLEMENTATION
25 NCAC 01C .0504 LIMITATIONS
25 NCAC 01C .0507 HOURS OF WORK DUE TO TIME CHANGE
25 NCAC 01C .0509 WORK OPTIONS PROGRAM
25 NCAC 01C .0701 POLICY
25 NCAC 01C .0702 AGENCY RESPONSIBILITY
25 NCAC 01C .0703 EMPLOYEE RESPONSIBILITY
25 NCAC 01C .0801 PURPOSE
25 NCAC 01C .0802 COVERED EMPLOYEES
25 NCAC 01C .0803 DEFINITIONS OF TERMS
25 NCAC 01C .0804 OFFICE OF STATE PERSONNEL RESPONSIBILITIES
25 NCAC 01C .0805 AGENCY DESIGNATES POSITION/EMPLOYER
25 NCAC 01C .0806 CONDITIONS OF EMPLOYMENT
25 NCAC 01C .0811 DESIGNATION OF TERMS OF TELEWORKING ARRANGEMENTS
Motion: Commissioner DeVane-Hayes made a motion to approve the initial classifications for the rules listed above that did not receive public comments per staff recommendations.

Seconded: Commissioner Asbury seconded the motion.

The motion was made and 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 meeting.

Motion: Commissioner Falls made a motion to adjourn.

Seconded: Commissioner Asbury seconded the motion.

The motion was made and carried.