MEMORANDUM

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

FROM: Delores A. Joyner, Administrator
State Personnel Commission

DATE: November 4, 2013

RE: Approved Personnel Actions for the October 17, 2013 State Personnel Commission Meeting

Please see below the following personnel actions that were approved by the Governor’s Office and the State Human Resources Commission at the October 17, 2013 State Human Resources Commission meeting.

1. State Classification and Pay Items

2. Education and Experience Classification Revisions (Informational Purposes)

3. Policy and Rule Revisions
   (1) Reduction In Force Priority Policy Revisions
Associated Rules
25 NCAC 01H .0901 Policy And Scope (Amendment)
25 NCAC 01H .0902 Requirements for Reduction in Force Priority Consideration (Amendment)
25 NCAC 01H .0904 Agency and Employee Responsibilities (Amendment)
25 NCAC 01H .0905 Office of State Personnel Responsibilities (Amendment)

(2) Reduction In Force Priority (for employees notified prior to July 1, 2011)

(3) Priority Reemployment for Exempt Policymaking and Managerial; and Priority Consideration for Exempt Managerial Employees Removed for Violations of G.S. 126-14.2

Associated Rules
25 NCAC 01H .1001 Exempt Priority Consideration – Policy and Score (Amend)
25 NCAC 01H .1003 Agency And Employee Responsibilities (Repeal)
25 NCAC 01H .1004 Office of State Personnel Responsibilities (Repeal)
25 NCAC 01H .1005 Mandatory Right to A Position (Amendment)

(4) Priority Referral System

(5) Probationary/Trainee/Permanent Appointment and Career Status Policy Revisions

Associated Rules
25 NCAC 01C .0403 Trainee Appointments (Amendment)
25 NCAC 01C .0404 Probationary Appointments (Amendment)
25 NCAC 01C .0411 Types of Appointments Providing Probationary Period Credit (Amendment)
25 NCAC 01C .0412 Personnel Changes Subject To/Not Subject To A Probationary Period (Repeal)
(6) Employment Offers Policy Revisions

Associated Rule
25 NCAC 01D .0201 Initial Employment (Amendment)

(7) New Appointments Policy Revisions

Associated Rule
25 NCAC 01D .0201 Initial Employment (Amendment)

(8) Personnel Records Policy Revisions

Associated Rule
25 NCAC 01C .0311 Remedies of Employees Objecting To Material In File (Amendment)

(9) Reorganization Through Reduction Policy

No Associated Rules: Program expires June 30, 2014

(10) Reinstatement Policy Revisions: Local Government

Associated Rule
25 NCAC 01I .2002 Types of Appointments and Duration (Amendment)

(11) Employee Grievance Policy Revisions/Rules

Associated Rules
25 NCAC 01J .1012 Employees’ Assistance Program (Amendment)
25 NCAC 01J .1101 Unlawful Workplace Harassment And Retaliation (Repeal)
25 NCAC 01J .1201 General Provisions (Repeal)
25 NCAC 01J .1202 Agency Responsibilities (Repeal) (Amendment)
25 NCAC 01J .1204 Discrimination And Retaliation/Special Provisions (Repeal)
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(Repeal)  
25 NCAC 01J.1409  Agency Responsibilities for Medication  
(Repeal)  
25 NCAC 01J.1410  Office of State Personnel Responsibilities  
(Repeal)  
25 NCAC 01J.1411  Agency Procedural Requirements for Employee  
Mediation and Grievance Policy  (Repeal)  
25 NCAC 01J.1412  Office of State Personnel Responsibilities for  
Employee Mediation and Grievance Process  
(Repeal)  

(12)  Separation Policy Revisions/Rule  
Associated Rule  
25 NCAC 01C.1007  Unavailability When Leave Is Exhausted  

(13)  Disciplinary Actions, Suspension and Dismissal  
Associated Rules  
25 NCAC 01J.0603  Dispute, Grievance, And Appeals Process  
(Amendment)  
25 NCAC 01J.0610  Written Warning  (Amendment)  
25 NCAC 01J.0615  Special Provisions  (Amendment)  
25 NCAC 01J.0616  Credentials  

(14)  Holiday Policy Revisions/Rule  
Associated Rule  
25 NCAC 01E.0901  Approved Holidays  (Repeal)  

(15)  Internal Agency Grievance Process and  
Contested Case/Remedies  
Associated Rules (See below and subsection 3 (k))  
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
Actions of the State Human Resources Commission
Under the Authority of N.C.G.S. §126-4
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25 NCAC 01B .0429  Recommendation of Disciplinary Action
25 NCAC 01B .0430  Removal of Material From Personnel File

State Human Resources Commission
Review of Contested Cases/Remedies

Associated Rules (See rules in subsection 3 (k))

State Human Resources Commission
Contested Case Review Procedure

Associated Rules (See rules in subsection 3 (k))


Some of the items may be viewed at the Office of State Human Resources’ website:
http://www.oshr.nc.gov/

Cc:  Mr. C. Neal Alexander, Jr.
     Mrs. Paula Woodhouse