



**STATE OF NORTH CAROLINA  
OFFICE OF STATE PERSONNEL  
1331 MAIL SERVICE CENTER  
116 WEST JONES STREET  
RALEIGH, NC 27699-1331**

**BEVERLY EAVES PERDUE  
GOVERNOR**

**LINDA D. COLEMAN  
STATE PERSONNEL DIRECTOR**

**MEMORANDUM**

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

**FROM:** Delores A. Joyner, Administrator  
State Personnel Commission

**DATE:** November 2, 2010

**RE:** **Approved Personnel Actions for the October 21, 2010 State Personnel  
Commission Meeting**

Below is a list of personnel actions that were approved by the Governor's Office and the State Personnel Commission at the **October 21, 2010** State Personnel Commission meeting.

- (1) \*[Minutes of the August 19, 2010 State Personnel Commission Meeting](#)
- (2) \*[State Classification and Pay Actions](#)
- (3) **Local Government Salary Plans for Fiscal Year (2010-2011)**
- (4) **Petition for Substantial Equivalency (Cabarrus County)**
- (5) **Merit Based Recruitment and Selection Plans  
Wildlife Resources Commission  
Office of State Budget and Management  
Office of the Commissioner of Banks**
- (6) **Hearing Officer's Report  
Disciplinary Rules  
25 NCAC 1J.0614 Definitions  
25 NCAC 1J.0615 Special Provisions**

**Approved Personnel Actions  
November 2, 2010**

**Incentive Leave Rules**

<b>25 NCAC 1E.1801</b>	<b>Policy</b>
<b>25 NCAC 1E.1802</b>	<b>Definitions</b>
<b>25 NCAC 1E.1803</b>	<b>Recruitment Documentation</b>
<b>25 NCAC 1E.1804</b>	<b>Eligibility Requirements</b>
<b>25 NCAC 1E.1805</b>	<b>Amount of Leave</b>
<b>25 NCAC 1E.1806</b>	<b>Relationship to Other Leave</b>
<b>25 NCAC 1E.1807</b>	<b>Carry-Over and Payment of Leave</b>
<b>25 NCAC 1E.1808</b>	<b>Transfer</b>
<b>25 NCAC 1E.1809</b>	<b>Use of Leave</b>

**Vacation Leave Rule**

<b>25 NCAC 1E.0203</b>	<b>Vacation Leave Credits</b>
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**Leave Offsetting Rule**

<b>25 NCAC 1E.0103</b>	<b>Leave Offsetting</b>
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**(7) Hearing Officer's Report**

**Lactation Support Rules**

<b>25 NCAC 1N.0601</b>	<b>Purpose</b>
<b>25 NCAC 1N.0602</b>	<b>Policy</b>
<b>25 NCAC 1N.0603</b>	<b>Office of State Personnel Responsibility</b>
<b>25 NCAC 1N.0604</b>	<b>Agency Responsibilities</b>
<b>25 NCAC 1N.0605</b>	<b>Employee Responsibility</b>

**(8) Agency and University Employee Grievance  
Policies and Procedures**

**Follow-up Matters**

**Policies and Procedures tabled from the August 19, 2010 State Personnel Commission Meeting:**

**Agencies**

**North Carolina Community College System  
North Carolina Department of Agriculture & Consumer Services  
North Carolina Department of Environment & Natural Resources  
North Carolina Department of Revenue  
North Carolina Department of the Secretary of State  
North Carolina Office of State Personnel**

**University**

**University of North Carolina – Chapel Hill**

**Additional Agency and University Employee Grievance Policies and Procedures**

**Agencies**

**North Carolina Department of Cultural Resources  
North Carolina Department of Health & Human Services  
North Carolina Department of Insurance  
North Carolina Department of Justice  
North Carolina Department of Labor  
North Carolina Department of Public Instruction  
North Carolina Department of the State Treasurer**

**Approved Personnel Actions**  
**November 2, 2010**

**North Carolina Office of Administrative Hearings**  
**North Carolina Office of Information Technology Services**  
**North Carolina Office of State Budget and Management**  
**Universities**  
**Appalachian State University**  
**East Carolina University**  
**Elizabeth City State University**  
**University of North Carolina School of the Arts**

**\*Please click on this item to review the approved action. Some of the other items may be reviewed at the Office of State Personnel's website: <http://www.osp.state.nc.us/>**