

MINUTES

**STATE PERSONNEL COMMISSION MEETING
STATE PERSONNEL DEVELOPMENT CENTER
101 WEST PEACE STREET
RALEIGH, NORTH CAROLINA**

June 21, 2012

The State Personnel Commission (SPC) met on June 21, 2012. Chair Susan Bailey called the meeting to order. Members present were Commissioner George I. Allison, Commissioner Axel Lluch, Commissioner Virgie DeVane-Hayes, Commissioner Morris Lee Rascoe, and Commissioner Lisa Grafstein. Pursuant to North Carolina General Statutes §138A, the North Carolina Ethics Act, Chair Bailey asked all Commissioners if there were any conflicts of interest with respect to any matters coming before the Commission. Commissioner Lisa Grafstein recused herself from the deliberations and voting in the matter of **Frederick Gooch, John Long, Patricia Swann v. North Carolina Department of Health and Human Services – O’Berry Neuro-Medical Treatment Center.**

Next on the agenda was the oral argument component of the docket. The following cases were scheduled and heard for oral argument:

1. **Archie Andrew Copeland v. North Carolina Department of Juvenile Justice and Delinquency Prevention**
2. **Daniel Chase Parrott v. North Carolina Department of Crime Control and Public Safety, Butner Public Safety**
3. **Walter Bruce Williams v. North Carolina Department of Crime Control and Public Safety, Butner Public Safety**
4. **John Hardin Swain v. North Carolina Department of Correction, Hyde Correctional Institute**
5. **Frederick Gooch, John Long, Patricia Swann v. Central Regional Hospital, North Carolina Department of Health and Human Services**

Next on the agenda was the business session. Chair Bailey asked if anyone had signed up for the Public Hearing. No one signed up for the Public Hearing.

State Personnel Commission meeting minutes were approved as submitted.

State Personnel Director's Report

The next item on the agenda was the State Personnel Director's Report.

Dr. Lynn Summers, Human Resources Partner, presented to the Commission, for consideration and approval, performance management policy revisions for the North Carolina Department of Labor and the North Carolina Department of State Treasurer. Dr. Summers gave a brief summary of the proposed revisions and asked that the Commission approve the revisions. **[See Attachments]**

Chair Bailey asked for a motion to approve proposed performance management policy revisions for the North Carolina Department of Labor and the North Carolina Department of State Treasurer. Commissioner Stern made a motion to approve the performance management policy revisions. Commissioner Allison seconded the motion. The motion was made and carried.

Interim State Personnel Director Ann G. Cobb explained that this was Dr. Summer's last presentation to the Commission before his retirement. Ms. Cobb spoke about the great work that Dr. Summers had performed during his tenure with the Office of State Personnel. Dr. Summers presented to the Commission the person who would be replacing him, Dr. Deanna Putney.

Next, Ms. Pam Bowling, Human Resources Managing Partner, presented to the Commission for informational purposes, changes in education and experience requirements. Ms. Bowling asked that the Commission accept the information as a report. **[See Attachments]**

Next, Mr. Chris Clemmons, Human Resources Partner, presented to the Commission the North Carolina Pay Pilot Project (Overview).

Next, Ms. Lynn Floyd, Human Resources Partner, presented to the Commission for consideration and approval the Revised Merit-Based Recruitment and Selection Plan for the North Carolina Department of Revenue. Ms. Floyd explained that plan had been updated to reflect current executive management commitments, update and streamline terminology and internal processes, and reinforce the statutory changes to veterans' preference priority. Ms. Floyd explained that staff within the Office of State Personnel had reviewed the proposed plan and recommended that the Commission grant approval of the plan effective July 1, 2012. **[See Attachments]**

Chair Bailey asked for a motion and second to approve the Revised Merit-Based Recruitment and Selection Plan for the North Carolina Department of Revenue. Commissioner Hayes made a motion to approve the plan. Commissioner Rascoe seconded the motion. The motion was made and carried.

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Ms. Floyd explained that the Commission also had in their notebooks, two pages from the North Carolina Department of Commerce's Merit-Based Selection and Recruitment Plan that the Commission approved at the April, 2012 meeting. Commissioner Peedin had some concerns regarding the language about veterans' preference. The Office of State Personnel agreed to revisit the issue and bring back to the Commission revised wording to clarify the concern. Commissioner Peedin reviewed the language and spoke with Delores and had no objection to the wording. Ms. Floyd explained that while there was no action to take, she did want to share the revised language with the Commission.

Next, Ms. Lynn Floyd, Human Resources Partner, presented to the Commission the Reduction-in-Force Policy Revisions. Ms. Floyd gave a brief summary for the proposed revisions and asked that the Commission approve the revisions. **[See Attachments]**

Chair Bailey asked for a motion and second to approve the Reduction-in-Force Policy Revisions. Commissioner Allison made a motion to approve the policy revisions. Commissioner Grafstein seconded the motion. The motion was made and carried.

Next, Ms. Floyd, presented to the Commission the information regarding the proposed amendments to Rule 25 NCAC 1H.0902 Requirements for Reduction-in-Force Priority Consideration. Ms. Floyd explained that the Commission had already approved the rules to begin the rulemaking process.

Finally, Ms. Katherine Hilliard, Human Resources Managing Partner, and Ms. Lou Kost, Human Resources Managing Partner, presented to the Commission for consideration and approval, the North Carolina State Employees Workplace Requirements Program for Safety and Health Report for Fiscal Year 2011. This report summarizes the safety and health program activities of State Departments and Universities in compliance with Article 63 of Chapter 143 of the General Statutes, ratified in July of 1992. An executive summary of the report was presented to the Commission. Ms. Hilliard asked to the Commission to approve the Report. **[See Attachments]**

Chair Bailey asked for a motion and second to approve the North Carolina State Employees Workplace Requirements Program for Safety and Health Report for Fiscal Year 2011. Commissioner Allison made a motion to approve the policy revisions. Commissioner Rascoe seconded the motion. The motion was made and carried.

The Commission adjourned and went into Executive Session to consider the oral argument cases and cases in which the parties waived oral argument.

Executive Session

1. **Lynn D. Davis v. North Carolina Department of Juvenile Justice and Delinquency Prevention**
2. **John Fargher v. North Carolina Department of Transportation**
3. **Hubert Junior Sealey v. North Carolina Department of Crime Control and Public Safety, North Carolina Highway Patrol**
4. **William C. Spender v. North Carolina Department of Agriculture & Consumer Services, Veterinary Division**
5. **Angela M. Miles Stephens v. North Carolina Department of Health and Human Services, Division of Health Services, Division of Health Service Regulation**
6. **Brenda D. Triplett v. North Carolina Department of Correction**
7. **Rodney Dale Waugh v. North Carolina Department of Correction**