

ALASKA STATE PERSONNEL BOARD MEETING

November 15, 2023

9:00 A.M.

Atwood Building

550 W 7<sup>th</sup> Avenue, Suite 1970

Anchorage, Alaska

In person:

- Al Tamagni, Chairperson
- Dr. Keith Hamilton, Board Member
- Donald Handeland, Board Member
- Camille Brill, Human Resource Consultant 6, Division of Personnel & Labor Relations (DOPLR), on behalf of Kate Sheehan, Personnel Director and Board Secretary

Present by teleconference:

- Jessie Alloway, Chief Assistant Attorney General, Department of Law
- Matt Stinson, Assistant Attorney General, Department of Law
- Andy Miller, Assistant Attorney General, Department of Law
- Katherine Orozco, Human Resource Consultant 5, DOPLR
- Elizabeth Miller, Human Resource Consultant 2, DOPLR
- Carlos Meda Frias, Human Resource Consultant 1, DOPLR
- Dom Pannone, Administrative Services Director, Department of Transportation and Public Facilities (DOTPF)
- Sunny Haight, Division Operations Manager, DOTPF
- Jeff Hahnen, Human Resource Consultant 2, DOPLR

1. CALL TO ORDER

Chairperson Tamagni called the meeting to order at 1:00 p.m.

2. APPROVAL OF AGENDA

The agenda was moved and approved.

3. APPROVAL OF MINUTES

The minutes of the July 17, 2023, meeting was moved and approved.

4. ETHICS DISCLOSURE – PERSONNEL BOARD MEMBERS

The board members had no disclosures or conflicts of interest of which that they were aware.

5. EXPAND THE PARTIALLY EXEMPT SERVICE TO INCLUDE PCN 250071 DEPUTY DIRECTOR, DIVISION OF STATEWIDE ADMINISTRATIVE SERVICES, DEPARTMENT TRANSPORTATION AND PUBLIC FACILITIES.

Katherine Orozco, DOPLR Classification Manager, stated that they are seeking to establish a Deputy Director position that does not currently exist. This position for the Division of Administrative Services does not have a Deputy Director and is a very large and complex division that oversees multiple different components; and they find that a Deputy Director level position is supported by the breath of work that is overseen by the division.

Board Member Hamilton asked for clarification stating that his understanding is that the position has never existed before, but he thought that he read somewhere that it was first established on February 16, 2008. Just the classification was effective then, but the position is brand new, and is this accurate? Kate Orozco clarified that the position itself is not new and it is currently established as a Division Operations Manager but not allocated to the higher-level Deputy Director role. That is what they are seeking here today: Allocate it to the higher-level authority that can help support the Division Director and all the different functions of the division.

Chairperson Tamagni asked if the position has been funded. Director Dom Pannone responded that the position is funded within their budget and that the Department of Transportation and Public Facilities has a billion-dollar capital budget that they execute every year and approximate \$700million operating budget. Their department is largely funded by indirect cost from the capitol program so there are funds for this position and there is no legislative request required.

The extension of partially exempt service was approved by the Personnel Board for the Deputy Director in the Department of Transportation and Public Facilities and the Division of Administrative Services. Unanimous consent.

## 6. REVIEW OF QUARTERLY ETHICS REPORTS AND SUBMITTAL COMPLIANCE

Board Member Hamilton stated that almost everything was checked off on the quarterly ethics submittal reports, which was great to see, and he is grateful for the team that complies these reports. The reports have different color highlighted areas, and it would be good if there was a legend or key to help clarify what each of these different colors represent. Everything in yellow appears to be the sections that haven't completed their responsibility to turn in their ethics forms; but Board Member Hamilton is not completely sure about the other colors, so having a legend or key would be very helpful. Deputy Director Brill responded that she believes it is Jennifer Williams with the Department of Law who completes these reports, and she would check with her about this request.

Board Member Hamilton stated that there were five agencies that did not turn in their ethics report this time and was wondering if they were all active. For example, is the boating safety advisory board even still active as the report suggests?

7. EXECUTIVE SESSION UNDER AS 44.62.310(c)(3)

The Personnel Board went to executive session to review the confidential ethics case logs.

8. UPDATE FROM THE DIRECTOR OF PERSONNEL & LABOR RELATIONS

Deputy Director Brill provided an update on behalf of Director Sheehan that the Division of Personnel and Labor Relations is in the beginning stages of negotiating three Collective Bargaining Agreements: the Supervisory Unit with the Alaska Public Employees Association; the Alaska Correctional Officers Association; and Labor, Trades, and Crafts Unit with Public Employees Local 71.

9. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

There were no public comments.

The Board set their next meeting for February 12, 2024, at 4:00 p.m.

10. ADJOURNMENT

The meeting adjourned at approximately 9:35 a.m.