

ALASKA STATE PERSONNEL BOARD MEETING MINUTES

March 10, 2006

Division of Personnel

In person:

Debbie English, Chairperson

Al Tamangi, Board Member

Mila Cosgrove, Director of Personnel, Secretary to the Board

By teleconference:

Laura Plenert, Board Member

Sarah Felix, Attorney General's Office, Board Attorney

Nicki Neal, Division of Personnel, Management Services

Julie Russo, Division of Personnel, Statewide Planning and Research

1. CALL TO ORDER:

Chairperson English called the meeting to order at 9:12 A.M. on March 10, 2006.

Chairperson English and Secretary Cosgrove were present. Member Plenert joined the meeting via teleconference. Member Tamangi joined the meeting at approximately 10:00 A.M.

2. APPROVAL OF AGENDA:

Chairperson English made changes to the agenda to accommodate members of the public. The agenda was approved as modified.

3. REVIEW OF ETHICS CASE – PUBLIC COMMENT:

Comments from Wev Shea, a member of the public were made on the ethics case in regards to Attorney General Marquez. Dave Jones and John Sedor participated in the discussion. Chairperson English requested a determination from the board attorney, Sarah Felix, regarding the board's authority regarding this case. Ms. Felix explained that she had conflict with providing guidance on this matter and recommended that the board obtain independent council.

4. PUBLIC COMMENT OF A GENERAL NATURE:

All comments made by the public were as noted above.

5. APPROVAL OF MINUTES:

Neither Chairperson English nor Member Plenert had changes to the minutes. Member Plenert moved to approve the July 27, 2005 minutes without modification. Chairperson English seconded the motion. The minutes were approved as written.

6. ETHICS DISCLOSURES:

Board Member Plenert confirmed she had no ethics disclosures. Chairperson English confirmed she had no ethics disclosures. (Member Tamangi was not yet present.)

7. REVIEW OF PENDING ETHICS CASE LOG:

Chairperson English noted the ethics case log dated June 30, 2005 was included in the packet, but not listed on the coversheet. At the request of Chairperson English, the initials of the subjects of the ethics cases will be provided on the log. This change will allow for the board members to track ethic issues as they progress. Chairperson English discussed with David Jones, lead Ethics Attorney, the timeline for processing complaints.

8. PROPOSED PERSONNEL RULE CHANGES:

2 AAC 07.106 SCOPE OF RANKING. The proposed amendment allows nonresidents displaced by a natural disaster to be considered as a resident for employment purposes for 12-months following a declaration by the President.

Amendment approved by Chairperson English, seconded by member Plenert.

2 AAC 07.112 LOSS OF ELIGIBILITY. The proposed amendments clarify the reasons for loss of employment eligibility for nonretained employees and the current practice regarding disqualification from employment as a term of settlement.

Proposed amendments will be revised and reconsidered at the next meeting.

2 AAC 07.345(c) DEMOTED EMPLOYEES' SALARIES. Proposed amendment clarified language without changing the intent of the rule.

Amendment approved by Chairperson English, seconded by member Plenert.

2 AAC 07.392 OVERPAYMENT. The proposed amendment allows for partial reduction or forgiveness of an overpayment discovered after one year from the time the overpayment was made and requires the collection of an overpayment at the same rate at which it was made unless an alternate repayment rate is approved by the director.

Chairperson English requested verification that the proposed amendment does not violate IRS regulations. .

2 AAC 07.425 VOLUNTARY DEMOTION. The proposed amendment clarifies that partially-exempt employees can voluntary demote to a closely related class in the partially-exempt service.

Proposed amendment will be revised and reconsidered at the next meeting.

2 AAC 07.999 DEFINITIONS. The proposed repeal and readoption of this section adds the definition of “good standing.”

Proposed amendment will be reconsidered at the next meeting along with an amendment to 2 AAC 07.395, Resignation.

9. AFFIDAVIT APPROVAL AND SIGNATURES

Chairperson English signed the Certification of Order Changing Regulations. The Certification of Order Changing Regulations was altered prior to signing to reflect only the amendments approved.

10. EXPANSION OF THE PARTIALLY EXEMPT SERVICE

None.

11. CLASSIFICATION PLAN MODIFICATIONS

Secretary Cosgrove provided background on the planned revisions to the Classification Plan and introduced the concept of Market Based Pay. The board was supportive of both.

12. UPDATE FROM DIRECTOR OF PERSONNEL

Cosgrove updated the Board on the current status of the Division of Personnel.

- Strategic Issues Facing the State: Shrinking workforce, Supervisor Training, Performance Management, Recruitment.
- New Payroll System: Project is in the RFP process. System demonstrations will be presented beginning next week. The intent is to issue the award in mid-April.
- Annual Report: The first annual Annual Report was recently published. A copy was included in each Board packet. The report captured client service standards and substantial achievements made throughout the division over the last year, as well as, the division goals for FY 06.

13. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

- A. NEXT MEETING - Board members agreed to schedule the next meeting for May 11th at noon.
- B. OTHER - There were no other matters to come before the Board.

14. ADJOURNMENT

Chairperson English adjourned the meeting at approximately 11:35 A.M.