

ALASKA STATE PERSONNEL BOARD MEETING MINUTES

May 5, 2004

Division of Personnel

Attendees:

By teleconference:

Debbie English, Chairperson

Ron Otte, Board Member

Dianne Corso, Director of Personnel, Secretary to the Board

Melinda Cosgrove, Division of Personnel, Management Services

Sarah Felix, Attorney General's Office, Board Attorney

Julie Russo, Division of Personnel, Statewide Planning and Research

1. CALL TO ORDER:

Board Member English called the meeting to order at 9:07 A.M. on May 5, via teleconference. Attendees via teleconference were announced. Board Member Laura Plenert was unable to attend. With two members present, there was a quorum.

2. APPROVAL OF AGENDA:

Chairperson English asked the Board if they had any changes to add to the agenda. Board Member Otte did not have any comments or changes to add.

3. PUBLIC COMMENT OF A GENERAL NATURE.

None

4. ETHICS DISCLOSURES:

Board Member English confirmed she had no ethics disclosures. Board Member Otte confirmed he had no ethics disclosures.

5. APPROVAL OF MINUTES:

Member Otte remarked that the minutes from the March 24, 2004 should be amended to reflect the discussion and approval of designating ethics cases by either initial or numerical reference. Board Member English, Secretary Corso, and Cosgrove confirmed the discussion and approval of Member Otte's suggestion.

Member Otte moved to approve the March 24, 2004 meeting minutes, including the amendment; Chairperson English seconded the motion. The minutes were approved.

6. REVIEW OF PENDING ETHICS CASE LOG:

None

7. REVIEW OF ETHICS CASES:

There were no filings with the State Personnel Board.

8. PROPOSED PERSONNEL RULES CHANGES:

Corso explained the changes to the original packets, clarifying the change to AAC 07.235(g). She noted the addition of a statement, "relating to state employment," was added to further clarify that the rule applies to employees as it relates to their state employment.

The Board members all agreed to the new wording and agreed that no further discussion was needed. Member Otte moved to accept the Personnel Rule change as amended. Chairperson English seconded the motion. The amended Personnel Rule was approved.

9. EXPANSION OF THE PARTIALLY EXEMPT SERVICE:

There were no expansion requests to come before the Board.

10. UPDATE FROM DIRECTOR OF PERSONNEL:

Corso noted that the division is at the end of its transition period. The division has been making adjustments to policies and procedures, as well as the organizational charts. She noted the main matter of interest to the board would be the upcoming meeting. Corso noted that she expects to bring the full set of Personnel Rules to the next meeting, reviewing the remaining Personnel Rules requiring updates.

11. OTHER MATTERS THAT MAY COME BEFORE THE BOARD

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A. NEXT MEETING

Board Member English confirmed the next scheduled Personnel Board Meeting on June 22, 2004.

B. OTHER

There were no other matters to come before the Board.

12. ADJOURNMENT:

Having completed the business of the agenda, Member Otte made a motion to adjourn the meeting; Chairperson English seconded the motion. The meeting adjourned at approximately 9:17 a.m.