Task Force on the Modernization of the State Personnel Management System

Meeting Minutes

Date:	8/22/2023, 10:00am-11:30am (Meeting #1)
Location:	Web: Microsoft Teams Meeting
Video Conferencing:	Meeting Recording Link
Presentation link:	Link to Presentations.

Members Present: Secretary Tisha Edwards, Chair
Secretary Serena McIlwain, Member
Dianna Rosborough, Member
Cindy Kollner, Member
Erin McMullen, Member
Rianna Matthews-Brown, Member
Aaron Jacobs, Member
Gwen Schindler, Member
Tara Nelson, Member
Denise Gilmore, Member
Rose Wertz, Member
Joel Martinez, Member
Kimberly Prescott, Member

Members Absent: Jerry Smith, Member

Staff Present: Raquel Coombs
Laura-Vykol Gray
Max Pierce

Presenters: Mark Townend, Director of Recruitment and Examination Division, Department of Budget and Management, Cindy Kollner, Director of Officer of Personnel Services and Benefits, Department of Budget and Management.

Call to Order: Secretary Tisha Edwards, Chair, called the inaugural meeting of the Task Force on the Modernization of the State Personnel Management System (SPMS) to order at 10:00am via Microsoft Teams web video conferencing. The Chair introduced herself and the members of the Task Force and welcomed all participants to the meeting. The Chair reminded

all attendees that this meeting is being recorded and reminded all Task Force Members that, whenever possible, cameras should be turned on.

Old Business: None.

New Business: **Chair - Task Force Overview:** The Chair presented on the intent and scope of the Task Force, which includes a review of the State's hiring process and statutory requirements. Suggested future meeting topics include statutory review, examination and review of recruitment strategies, methods to increase job attractiveness, and examination and review of entry level pathways and degree requirements. The Chair then took questions from the Membership. Joel Martinez asked what data is available for consideration. Kimberly Prescott asked for a review of data around when and where applicants fall out of the application process.

Presentation on SPMS Hiring Practices: Mark Townend, Department of Budget and Management's (DBM) Director of the Recruitment and Examination Division (RED) presented on the existing statutory requirements and framework for recruiting State merit employees. Mr. Townend provided an overview of the relevant Statute of the State Personnel and Pensions Article § 7-201 -209. Mr. Townend then explained the challenges with the existing procedures and opened the floor to questions and discussion from the Membership. Denise Gilmore reminded the board that these measures are designed to protect employees and expressed interest in expanding timeline enforcement in code. Joel Martinez asked the Chair about the scope of any proposed changes and the Chair suggested that the body should consider both short and long term solutions. Tara Nelson asked if we should consider expanding the communication structure and collaboration between human resources and hiring managers and cited recent individual success inside the Department of Public Safety and Correctional Services (DPSCS). Erin McMullen expressed interest for the body to look into proactive recruitment of applicants before they complete necessary certifications. She cited the hardship of recruiting new nurse graduates when they cannot apply till they have their full certification.

Task Force Member Update - Recent and Ongoing State Efforts: Cindy Kollner, DBM's Executive Director of the Office of Personnel Services and Benefits (OPSB) presented on efforts the State has taken to

address recruitment and retention challenges. Ms. Kollner then took questions from the body.

Closing Discussion: The Chair opened the floor for discussion of topics for the next meetings, and indicated the statute referenced in the earlier presentation will be distributed to the body.

Next Meeting Dates (10:00am-11:30am):

- September 5, 2023
- September 19, 2023
- October 3, 2023
- October 17, 2023
- October 31, 2023
- November 14, 2023

Adjournment