

## Personnel Reform Draft (12/2/2011)

### *Consolidation of Personnel Systems*

- Consolidates the following 9 systems into one State Personnel System:
  - ADOA
  - Gaming
  - Tourism
  - DPS
  - Governor
  - GITA
  - ASRS
  - PSPRS
  - SOS

### *Conversion to Uncovered Status*

- Converts the following individuals to uncovered status, beginning 9/29/2012:
  - New hires
  - Supervisors
  - Attorneys/IT positions
  - Grade 21+ positions
  - Any covered employee who:
    - voluntarily accepts a new assignment
    - voluntarily elects to become uncovered
- Employee in covered service is entitled to remain a covered employee, as long as there is no break in service.
- For peace officers (AZPOST/full authority) and Correctional Officer I/II/III, positions are frozen in current uncovered/covered status on effective date unless the person in the position elects to become uncovered.

### *Verification of Applicants*

- Requires ADOA to develop procedures and standard forms for all agencies to use to verify education and work history of applicants.

### *Administrative Leave*

- Requires reporting to ADOA if an employee is placed on admin leave with pay during any investigation if the leave totals 80 hrs. Must report on weekly basis thereafter until admin leave is terminated.
- Requires approval from ADOA if admin leave with pay exceeds 30 days.

### *RIF*

- Agencies are prohibited from considering tenure/seniority; RIF decisions are exclusively made based on performance.
- Eliminates “take in” provisions that provide for the transfer of employees if one agency’s duties are assumed by another agency.

### *State Personnel Board*

- Increases Board member compensation from \$30/meeting to up to \$200/meeting.
- Increases appeals threshold for a suspension from 40 hours to 80 hours.
- Limits the Board’s options for appeals:
  - Board cannot modify the penalty chosen by the agency
  - Reversal of decision only if cause didn’t exist
- Removes “arbitrary/capricious” as grounds for appeal to superior court.

### ***Law Enforcement Personnel Board***

- Repeals the Law Enforcement Merit Council and replaces it with a 5-member Law Enforcement Personnel Board.
- Differences with new Board:
  - Only exists to hear/review appeals for officers, other duties are given to ADOA
  - Compensation up to \$200/day for members
- Extends appeal rights to full authority peace officers in covered service as follows:
  - Only for suspension, demotion or dismissal (reduction in pay/leave time not appealable).
  - Similar to Personnel Board, LE Board cannot modify the employer's disciplinary action. Only options are to affirm the decision or reverse it if cause didn't exist.

### ***Compensation***

- Limits overtime to law enforcement or probation personnel (or political subdivision employees pursuant to determination by the governing body), unless federally mandated.
- Makes ADOA salary schedules mandatory for all employees except those specifically exempted.
- Subject to ADOA approval, allows monies to be spent for:
  - Transportation & travel expenses to interview an out of state applicant
  - Transportation & moving expenses for new hires
  - Budget unit must report by 9/1 of each year to OSPB and JLBC if any monies are spent for this purpose

### ***Misc. Agency Issues***

- Authorizes the reduction in state office hours to implement furloughs if necessary.
- Makes most agency directors serve at the pleasure of the Governor (or appropriate authority). Terms of office are removed.
  - DPS serves concurrently with Gov, dismissal only with cause
- Removes selection committee/recruitment statutes regarding numerous agency directors.
- Clarifies that numerous agency employees are subject to the new state personnel system article.
- Repeals teacher/school staff salary study by ADOA (15-1331).
- Rulemaking exemption for 1 year for ADOA to implement.
- Spending authority for ADOA.
- Effective 9/29/2012.