

Office of State Personnel Career-Banding Update  
For Period April 2008 through August 2008  
Reported to the Joint Legislative Commission on Governmental Operations

The Office of State Personnel (OSP) has worked with the universities to implement the career-banding program for all positions subject to the State Personnel Act. The universities have completed the reallocation of approximately 27,405 positions into banded classes. This resulted in the universities moving from using approximately 900 graded classes to 186 banded classes. The OSP Career Banding Team has worked with university HR Staff to train supervisors in the areas of employee competency assessment, salary administration and recruitment. It is projected that the universities will have all employee competency assessments completed by the end of December, 2008.

OSP has also been working with agencies on implementing career banding for the statewide critical occupational areas of Fiscal, Engineering, Nursing, Pharmacy and Library. The following agencies have completed implementation in these critical areas:

Department of Administration  
State Controllers Office  
Secretary of State  
Cultural Resources  
State Auditors Office  
Dept. of Justice  
Information Technology Services  
Dept. of Revenue  
Office of State Budget

It is projected the remaining agencies will have all SPA positions in these occupational areas reallocated into banded classes by December 2008.

Since our last report to the Joint Legislative Commission on Governmental Operations on April 8, 2008, the State Personnel Commission has approved the following career banding actions:

- Change in the Career Banding Salary Administration Policy Statement to remove reference to “successful work behaviors” from the statement as follows:

***It is the policy of the State to compensate its career banded employees at a level sufficient to encourage excellence of performance and maintain the labor market competitiveness necessary to recruit, retain and develop a competent and diverse work force.***

This clarification was needed so supervisors and employees would not confuse the career banding program with the performance management program.

- The policy was also change to require OSP review and approval for any salary increase of 20% or more.
- The definition of Band Revision was added to the policy including salary increase eligibility guidelines.

The following two new banded classes were approved by the commission to be available for use only in the universities effective June 1, 2008:

- Culture and History Specialist
- Medical Support Specialist