

CIVIL SERVICE APPEALS BOARD

Minutes of the November 13, 2025 meeting of the Maine Civil Service Appeals Board.

Present: Susan Herman, Esq., Chair; Avery Day, Esq.; Holly Pomelow; Arthur Kyricos; Ryan Pelletier (virtually)

Staff: Jeremy Carter, AAG; Breanna Gorneau, Clerk

Chair Herman convened the meeting at 9:02 AM.

1. Approval of draft meeting minutes from August 14, 2025 and October 9, 2025.

The Board reviewed the draft minutes from August 14, 2025. Chair Herman proposed one change to be made.

Chair Herman moved to accept the minutes. Member Pelletier seconded. Member Day and Member Pomelow abstained.

Motion passed 3-0.

The Board reviewed the draft minutes from October 9, 2025. Chair Herman proposed one change to be made.

Member Pomelow moved to accept the minutes. Chair Herman seconded. Member Pelletier abstained.

Motion passed 4-0.

2. Discussion of draft form for appeals.

Discussion of final edits to draft form and posting on website for use.

Member Pomelow moved to post form on website. Member Kyricos seconded.

Motion passed 5-0.

3. Discussion of scheduling and other operational issues.

Discussion of biennial report and posting report on website. Discussion of posting past decisions on website. Discussion of December scheduling and Board member availability.

No Motion.

Adjournment

Member Kyricos moved to adjourn. Member Pomelow seconded.

Motion passed 5-0.

The meeting adjourned at 9:22 AM.

Respectfully Submitted,
/s/ Breanna Gorneau
Breanna Gorneau, Clerk