

CIVIL SERVICE APPEALS BOARD

Minutes of the October 17, 2024, meeting of the Maine Civil Service Appeals Board.

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

Staff: Jeremy Carter, AAG; Breanna Gorneau, Clerk; Beth Somers

Chair Herman convened the meeting at 9:07 AM.

1. Approval of draft meeting minutes from May 23, 2024.

The Board reviewed the draft minutes from May 23, 2024.

Member Pelletier moved to accept the minutes. Member Pomelow seconded.

Motion passed 5-0.

2. Adoption of proposed procedural rule.

Public notice comment period was provided. Clerk Gorneau confirmed that no comments were received.

Member Kyricos moved to adopt the proposed procedural rule. Member Pomelow seconded.

Motion passed 5-0.

Explanation of factual policy statement by AAG Carter. No questions from the Board.
Discussion on history of rules prior. Agreement that the effective date will be the filing date.

Member Pelletier moved to adopt the factual policy statement. Member Kyricos seconded.

Motion passed 5-0.

3. Update on Civil Service Appeals Board website.

Discussion of Civil Service Appeals Board website.

No Motion.

4. Discussion of scheduling and other operational issues.

Discussion of scheduling and having two pre-set meetings per year as opposed to surveying Board members for dates. Agreement and scheduling of next meeting for January 9, 2025.

No Motion.

Adjournment

Member Kyricos moved to adjourn. Member Day seconded. Motion passed 5-0.

The meeting adjourned at 9:25 AM.

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