

**KENTUCKY PERSONNEL BOARD
MINUTES OF NOVEMBER 14, 2025**

1. The regular monthly meeting of the Kentucky Personnel Board was called to order by Chair Michael Eaves on November 14, 2025, at approximately 9:30 a.m., ET, at 1025 Capital Center Drive, Suite 105, Frankfort, Kentucky.

Board Personnel Present:

Michael Eaves, Chair
Morgan Ward, Member
Larry Gillis, Member
Rick Reeves, Member
Lisa Haydon, Member
Michelle Snodgrass-Deimlin, Member

Gordon A. Rowe, Jr., Executive Director and Secretary
Erritt H. Griggs, General Counsel
Connie Lashbrook, Administrative Specialist
Kathy Hayes, Administrative Specialist

Board Members Not Present: Mitchel Denham, Vice Chair

2. **READING OF THE MINUTES OF THE REGULAR MEETING HELD OCTOBER 10, 2025.**

The minutes of the last Board meeting were previously circulated among the members. Chair Eaves confirmed that the members had reviewed the minutes and asked for any additions or corrections. Ms. Snodgrass-Deimlin moved to approve the minutes as submitted. Ms. Haydon seconded, and the motion carried 6-0.

3. **EXECUTIVE DIRECTOR AND SECRETARY'S REPORT**

Mr. Rowe shared several updates with the Board. First, staff have been evaluating our options regarding a new case management system and a product from Clio seems to be the best option in the short term. Mr. Rowe hopes to have the system in place in January 2026.

Mr. Rowe discussed the Board's proposed budget request further, detailing three specific requests: a) increasing our staff by adding two (2) new positions, a staff attorney and a paralegal; b) increasing the contract Hearing Officer's hourly rate from \$125 per hour to \$200 per hour, which will assist us in attracting additional hearing officers; and c) new case management software.

Staff is continuing to make progress on its caseload and expects to be under two hundred (200) cases by the end of the year.

4. REPORT OF THE PERSONNEL CABINET

Mary Elizabeth Bailey, Secretary of the Personnel Cabinet, and the Hon. Robert Long, Deputy Secretary, presented for the Cabinet.

Deputy Secretary Long related that the Open Enrollment period for the Kentucky Employees Insurance Program has ended. Mr. Long congratulated the Department of Employee Insurance on their hard work, stating that this year's Open Enrollment was one of the smoothest the Cabinet had experienced.

Mr. Long noted that Cabinet-sponsored wellness activities have concluded for the year and the Cabinet is now evaluating those activities and planning events for next year. More information will be shared as it becomes available.

Regarding the employee childcare initiative, Mr. Long stated the Cabinet hoped to have a signed contract by the end of the year, with the successful vendor starting its operations by the 2026-27 school year.

The Kentucky Employees Charitable Campaign held its kickoff and will run through December 31. Many Cabinets and Agencies are hosting fundraisers and other charitable activities to raise money. Employees can donate through Employee Self-Service.

Mr. Long announced that the Executive Branch is conducting the Team Kentucky Food Drive, which will accept non-perishable food donations by employees. There are fifteen (15) collection sites and the food will be delivered to three (3) different food banks in Kentucky.

Secretary Bailey reminded the Board that the time is approaching for the Annual Employee Performance Evaluation year-end reviews.

Secretary Bailey also requested that the Personnel Board approve one new, non-merit petitioned position and renew several existing non-merit petition positions. Pursuant to KRS 18A.115, the existing petitioned positions must be reviewed and approved every five years. Discussion ensued as to the non-merit petitioned positions. Mr. Rowe recommended that the Board approve the new petitioned position request and approve the renewal requests. He stated that he and Mr. Griggs reviewed these requests prior to the Board meeting, along with the memorandum of law from the Personnel Cabinet discussing these positions and concluded after their review that the Board should approve the requests.

A. Petitioned Position (New Request)

1. Executive Advisor – Office of the Attorney General/Office of Management and Budget

Galen Linville, Human Resources Branch Manager for the Office of Attorney General, appeared to provide information about the petitioned position and answered questions from the Board. Ms. Haydon moved to approve the Executive Advisor petitioned position as stated above. Mr. Reeves seconded, and the motion carried 6-0.

5. PETITIONED POSITIONS – Renewal of Petitioned Positions pursuant to KRS 18A.115

Secretary Bailey and various representatives from the Cabinets and agencies with requests for renewal of petitioned positions presented to the Board the list of petitioned positions slated for renewal and answered questions from the Board regarding the petitioned positions listed below:

A. Office of the Attorney General

1. Executive Assistant (2)
 - i. 30005969
 - ii. 30005970
2. Executive Advisor (2) – KY Opioid Abatement Advisory Commission
 - i. 31165012
 - ii. 31167472
3. General Counsel – Office of the Legal Counsel
 - i. 31106217

B. Department of Veterans Affairs/Office of the Commissioner

1. Executive Advisor
 - i. 31056192

C. Office of Homeland Security

1. Deputy Executive Director – UG
 - i. 30007286
2. Executive Advisor – KY 911 Services Board
 - i. 31158815

D. Secretary of State

1. Executive Advisor
 - i. 30008133
2. Special Assistant
 - i. 31042772

E. State Treasurer

1. Special Assistant (2)
 - i. 30008186
 - ii. 30008190

F. KY Board of Architects

1. Special Assistant
 - i. 30008369

G. Executive Branch Ethics Commission

1. Deputy General Counsel – Boards & Commissions
 - i. 31168414

H. Transportation Cabinet

1. Administrative Coordinator - Office of the Secretary
 - i. 30008960
2. Deputy Secretary – Office of the Secretary
 - i. 31040536
3. Administrative Coordinator - Office of Legal Services
 - i. 30009043
4. Special Assistant - Office of Legal Services
 - i. 30009046
5. State Highway Engineer - Dept. of Highways
 - i. 30009384
6. Executive Advisor – Dept. of Highways/Off of Project Delivery & Preservation
 - i. 30009504
7. Administrative Coordinator - Dept. of Vehicle Regulation
 - i. 30014224

I. Cabinet for Economic Development

1. Administrative Coordinator - Office of the Secretary
 - i. 30014524
2. New Business Development Agent – Office of the Secretary/Dept. for Business & Community Development (6)
 - i. 30014532 – Development & Retention Div – West KY
 - ii. 30014530 – Dev Retent & Adm Div – Central & East KY
 - iii. 30014531 - Dev Retent & Adm Div – Central & East KY
 - iv. 30014533 - Dev Retent & Adm Div – Central & East KY
 - v. 30014534 - Dev Retent & Adm Div – Central & East KY
 - vi. 30014535 - Dev Retent & Adm Div – Central & East KY
3. Business Development Specialist – Office of the Secretary/Dept. for Business & Community Development) (7)
 - i. 31008747 - Dev Retent & Adm Div – Central & East KY
 - ii. 31023426 - Dev Retent & Adm Div – Central & East KY
 - iii. 31027123 - Dev Retent & Adm Div – Central & East KY
 - iv. 31035910 - Dev Retent & Adm Div – Central & East KY
 - v. 31037358 - Dev Retent & Adm Div – Central & East KY
 - vi. 31078857 - Dev Retent & Adm Div – Central & East KY
 - vii. 31078869 - Dev Retent & Adm Div – Central & East KY
4. Executive Advisor – Office of the Secretary/Dept. for Financial Services
 - i. 30014486
5. Administrative Coordinator – Office of the Secretary/Office of Strategy & Public Affairs
 - i. 30014464 – Research & Strategy Division
 - ii. 31102354 – Research & Strategy Division
6. Business Development Specialist - Office of the Secretary/Office of Entrepreneurship & Innovation
 - i. 31014042
 - ii. 31078860
 - iii. 31078866
 - iv. 31078905

J. Finance and Administration Cabinet

1. Special Assistant - Commonwealth Office of Technology
 - i. 30014642

K. Tourism, Arts and Heritage Cabinet/Department of Fish & Wildlife Resources

1. Administrative Coordinator
 - i. 31078108
2. Executive Assistant
 - i. 31103204
3. General Counsel
 - i. 31165803

L. Education and Labor Cabinet/Office of the Secretary

1. Executive Advisor (2)
 - i. 31120320
 - ii. 31171498

M. Cabinet for Health and Family Services

1. Special Assistant - Office of the Secretary/Office of Legal Services (2)
 - i. 31051367
 - ii. 31166658
2. Administrative Coordinator – Office of the Secretary/Office of Legal Services
 - i. 31164735
3. Deputy Executive Director – Office of the Secretary/Office of Administrative Services
 - i. 31041464
4. Executive Advisor – Office of the Secretary/Office of Application Technology Services
 - i. 31083156
5. Executive Advisor – Office of the Secretary/Office of Medical Cannabis (2)
 - i. 31159758
 - ii. 31165024
6. Deputy Commissioner - Department for Public Health
 - i. 31097238
7. Administrative Coordinator – Department for Public Health
 - i. 31144717

8. Deputy Commissioner - Department for Behav Health, Dev & Intellectual Disabilities
 - i. 30027721
9. Executive Advisor - Department for Behav Health, Dev & Intellectual Disabilities
 - i. 30027727
10. Deputy Commissioner – Department for Community Based Services
 - i. 30029519
11. Executive Advisor - Department for Community Based Services (2)
 - i. 31046705
 - ii. 31070533
12. Executive Advisor - Department for Medicaid Services (2)
 - i. 30034339
 - ii. 31050536

N. Justice and Public Safety Cabinet

1. Deputy Secretary - Office of the Secretary
 - i. 30034726
2. Deputy Executive Director – Office of the Secretary/Office of Legal Services (UG)
 - i. 31151022
3. Administrative Coordinator – DJJ/Office of Program Operations (3)
 - i. 31166813
 - ii. 31166814
 - iii. 31166815
4. Administrative Coordinator – DJJ/Office of Detention (6)
 - i. 31166805
 - ii. 31166806
 - iii. 31166807
 - iv. 31166808
 - v. 31166809
 - vi. 31166810
5. Deputy Commissioner - Department of Criminal Justice Training
 - i. 30039129

6. Executive Advisor - Department of Criminal Justice Training
 - i. 31091512
7. Deputy Commissioner - Corrections/Office of Support Services
 - i. 30043346

O. Personnel Cabinet

1. Special Assistant – Office of the Secretary/Office of Employee Relations
 - i. 31060176
2. Executive Advisor – Office of the Secretary/KY Public Employees Deferred Compensation Authority
 - i. 31064753
3. Deputy Commissioner - Department of Human Resources Administration
 - i. 31053712

P. Energy and Environment Cabinet

1. Executive Advisor - KY Public Service Commission (2)
 - i. 30044388
 - ii. 30044397
2. Special Assistant - KY Public Service Commission (2)
 - i. 30044392
 - ii. 30044398
3. General Counsel - KY Public Service Commission/Office of Gen Counsel
 - i. 30044404
4. Deputy Secretary - Office of the Secretary
 - i. 30044512

Q. Public Protection Cabinet

1. Executive Advisor - Department of Insurance
 - i. 31060404
2. Deputy Commissioner – Department of Insurance
 - i. 31106334
3. Administrative Coordinator – Department of Professional Licensing/KY Real Estate Authority
 - i. 311043547

4. Deputy Commissioner – Department of Alcoholic Beverage Control
 - i. 31090344
5. Deputy Commissioner - Department of Housing, Buildings, and Construction
 - i. 30047521

After Secretary Bailey's presentation and some discussion about the positions, Chair Eaves asked whether the Board was ready to consider the requested approvals. Ms. Snodgrass-Deimlin moved to approve for five years the above petitioned position requests, pursuant to KRS 18A.115. Mr. Reeves seconded, and the motion carried 6-0.

6. CLOSED SESSION/RETURN TO OPEN SESSION

Mr. Ward moved that the Board go into Executive Session for the purposes of discussions and deliberations regarding individual adjudications. Ms. Snodgrass-Deimlin seconded. Chair Eaves stated that a motion had been made and seconded for the Personnel Board to retire into closed Executive Session, passed by a majority vote of the members present, with enough members present to form a quorum.

[Pursuant to KRS 61.810(1)(j), the Kentucky Open Meetings Act, the Board retired into closed Executive Session and the attendees were required to leave the video conference, pursuant to KRS 61.826. Specific justification under the Kentucky Open Meetings Act for this action were as follows, because there were deliberations regarding individual adjudications as listed on the Board's Agenda for the November 14, 2025 meeting.](10:00 a.m.)

Ms. Snodgrass-Deimlin moved to return to open session. Ms. Haydon seconded, and the motion carried 6-0. (10:39 a.m.)

6. CASES TO BE DECIDED

A. Crouch, John v. Transportation Cabinet (2025-036)

Ms. Haydon, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeals. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

B. Duvall, Jacob v. Justice and Public Safety Cabinet, Department of Corrections (2024-113)

Ms. Snodgrass-Deimlin, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Mr. Reeves seconded, and the motion carried 6-0.

C. Fields, Paul v. Justice and Public Safety Cabinet, Department of Juvenile Justice (2025-067)

Ms. Haydon, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Mr. Reeves seconded, and the motion carried 6-0.

D. Ping, Jerry v. Transportation Cabinet (2025-042)

Ms. Haydon, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

E. Pinkston, Mischelle v. Cabinet for Health and Family Services (2025-055)

Ms. Snodgrass-Deimlin, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Ms. Haydon seconded, and the motion carried 6-0.

F. Reams, Joel v. Transportation Cabinet (2025-037)

Ms. Haydon, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

G. Smith, Curtis v. Finance and Administration Cabinet (2023-004)

Mr. Reeves, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order dismissing the appeal. Ms. Haydon seconded, and the motions carried 6-0.

H. Young, Kristy v. Cabinet for Health and Family Services (2023-111)

Ms. Haydon, having considered the record, including the Hearing Officer's Findings of Fact, Conclusions of Law and Recommended Order, moved to accept the recommended order sustaining the appeal. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

7. WITHDRAWALS

Chair Eaves moved to accept the following withdrawals and to dismiss the appeals. Mr. Ward seconded, and the motion carried 6-0.

- A. Eison, Curtis v. Transportation Cabinet (2025-003)**
- B. Harris, Charles (Estate) v. Justice and Public Safety Cabinet, Department of Juvenile Justice (2024-176)**
- C. Hunt, Robert v. Justice and Public Safety Cabinet, Department of Corrections (2025-123)**
- D. Joiner, Christina v. Justice and Public Safety Cabinet, Department of Corrections (2024-175)**
- E. Vance, Eric v. Finance and Administration Cabinet (2025-118)**
- F. Walsh, Elizabeth Rebecca v. Kentucky Department of Education (2025-004)**

8. SETTLEMENTS

Mr. Ward moved to issue settlement orders and to sustain the following appeals to the extent set forth in the settlements as submitted by the parties. Ms. Haydon seconded, and the motion carried 6-0.

- A. Bell, Robert v. Justice and Public Safety Cabinet, Department of Corrections (2024-096)**
- B. Frank, Donna v. Cabinet for Health and Family Services (2024-103)**
- C. McCane, Johnna v. Cabinet for Health and Family Services (2025-086)**
- D. Riddle, Melinda v. Cabinet for Health and Family Services (2017-099)**
- E. Welch, Vickie v. Finance and Administration Cabinet (2025-033)(Mediation)**

9. OTHER

- A. Case Load Reduction**

- 1. Backlog, status of appeals, plan of action**

Mr. Rowe stated that both he and Mr. Griggs are continuing their efforts to reduce the Board's caseload. They have been scheduling more evidentiary hearings. However, because some of the hearing officers have their own practices, they are limited in the amount of time they can devote to conducting and deciding Board cases. The reason for requesting additional hearing officer funds in the Personnel Board's Proposed Budget was to hopefully attract additional

contract hearing officers, who would alleviate some of the current scheduling issues. Mr. Rowe and Mr. Griggs have also been deciding dispositive motions, some of which will be on the December Board Agenda. Mr. Rowe expects that the caseload will be under two hundred (200) cases by the end of 2025.

Ms. Haydon questioned the need for additional contract hearing officers. Mr. Rowe and Mr. Griggs further explained how the availability of current hearing officers affects the Board's evidentiary hearing docket and the need for additional coverage to meet the increase in scheduled hearings.

Mr. Ward inquired about the length of time cases take to resolve. Mr. Rowe stated that staff are working on tracking the statistics of disposition of appeals for the past three (3) years but he is confident the amount of time being spent to resolve cases is shorter than in the past. Mr. Ward recognized Mr. Rowe's efforts to shorten the length of time for appeals to be resolved.

Ms. Haydon inquired about the proposed budget and how long it would take to be reviewed and determined by the General Assembly. Mr. Rowe stated that the legislative session would begin in January 2026. Ms. Haydon confirmed with Mr. Rowe that the budget would be enacted beginning July 1, 2026.

B. Review:

1. Personnel Board Proposed Budget

Ms. Haydon moved that the Board accept the Personnel Board's Proposed Budget for Fiscal Years 2026-2028. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

2. Personnel Board Fiscal Year 2025 Annual Report

The Board having been previously provided with the proposed annual report, Ms. Snodgrass-Deimlin moved that the Board accept the Fiscal Year 2025 Annual Report. Mr. Reeves seconded, and the motion carried 6-0.

3. Personnel Board position request

A. Staff Attorney

B. Paralegal

Ms. Haydon moved that the Board approve and adopt the Executive Director's request for staff positions to be added to the Board's cap, contingent upon the legislature's approval of the Board's proposed budget. Ms. Snodgrass-Deimlin seconded, and the motion carried 6-0.

4. Personnel Board Guidelines
(To be discussed during the December 2025 Board meeting.)

C. Board Chair and Vice Chair Elections

Chair Eaves moved that Mr. Denham be elected to Board Chair for 2026. Ms. Haydon seconded, and the motion carried 6-0.

Chair Eaves moved that Ms. Snodgrass-Deimlin be elected to Board Vice Chair for 2026. Ms. Haydon seconded, and the motion carried 6-0.

D. Schedule 2026 Personnel Board Meeting Dates

After discussion among the Board members, Ms. Snodgrass-Deimlin moved to approve the 2026 Personnel Board meeting dates shown below. Mr. Reeves seconded, and the motion carried 6-0.

January 9	May 8	September 11
February 13	June 12	October 9
March 13	July 10	November 13
April 10	August 14	December 11

E. Next Board Meeting: **December 12, 2025**

Mr. Reeves made a motion for the Board to adjourn. Mr. Gillis seconded, and the motion carried 6-0. (11:12 a.m.)

Michael Eaves, Chair

Morgan Ward, Member

Larry Gillis, Member

Rick Reeves, Member



Michelle Snodgrass-Deimlin, Member

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