

**KENTUCKY PERSONNEL BOARD
MINUTES OF JANUARY 9, 2026**

1. The regular monthly meeting of the Kentucky Personnel Board was called to order by Vice Chair Michelle Snodgrass-Deimling on January 9, 2026, at approximately 9:30 a.m., ET, at 1025 Capital Center Drive, Suite 105, Frankfort, Kentucky.

Board Personnel Present:

Michelle Snodgrass-Deimling, Vice Chair
Morgan Ward, Member
Larry Gillis, Member
Rick Reeves, Member

Gordon A. Rowe, Jr., Executive Director and Secretary
Erritt H. Griggs, General Counsel
Gwen McDonald, Administrative Supervisor

Board Members Not Present: Mitchel Denham, Chair
Lisa Haydon, Member

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. Vice Chair Deimling asked for any additions or corrections. Mr. Ward moved to approve the minutes as submitted. Mr. Reeves seconded, and the motion carried 4-0.

3. EXECUTIVE DIRECTOR AND SECRETARY'S REPORT

Mr. Rowe wished the Board a Happy New Year. He first discussed that the General Assembly has begun to meet; this is the longer session of the legislature, which will end in April. Neither Mr. Rowe nor Mr. Griggs were aware of any bills or early filings that would affect the Personnel Board's regulations; however, they will monitor and keep the Board informed as the session progresses.

Updates on current Personnel Board initiatives include that for adding a staff attorney and a paralegal. The Board awaits notice from the Office of the State Budget Director regarding that request but expect that it may be some time before the Board is informed of the status of our request due to apparent legislative priorities.

The Board's acquisition of case management software was the next initiative discussed. Staff is currently working with its chosen vendor, a company called Clio, to get this software purchase approved through the Finance and Administration Cabinet. Once the purchase is approved and the product is up and running, staff should have better tracking and reporting capabilities both internally and to the Board. Our goal is to have this purchase approved, installed and working by March.

Other priorities for this year include adding two (2) additional hearing officers, which will help share the growing workload of presiding over evidentiary hearings and writing Recommended Orders. Mr. Rowe and Mr. Griggs have both conducted outreach and recruitment with various organizations and professional groups and will continue this in 2026.

As a part of the outreach, Mr. Rowe and Mr. Griggs conducted four different legal education sessions during the year. They presented two separate Continuing Legal Education (CLE) programs for the Kentucky Association of Administrative Adjudicators (KAAA), presented legal education/Q&A session with the Kentucky Employees Mediation Program (KEMP) during its Winter Meeting, and made a presentation on changes in administrative law to the Central Kentucky Inns of Court in Lexington. During the KAAA and Inns of Court sessions, they encouraged participating attorneys to become more involved in Personnel Board appeals, both as hearing officers and as representatives for pro se Appellants. They discussed with both groups how Personnel Board practice can offer a good opportunity for young attorneys to obtain some practical litigation and administrative law experience.

Mr. Rowe was glad to report that staff reached the goal of having two hundred (200) cases on our docket at the end of 2025. While the monthly report shows that the Board ended the year at two hundred thirteen (213) cases, the report did not reflect the disposition of some appeals at the end of the year. Staff intends to keep working to further reduce the number of cases on the docket.

Finally, Mr. Rowe noted that he and Mr. Griggs intend to conduct a comprehensive review of the Board's regulations and statutes that affect the Personnel Board in 2026 to see if they need to be updated or changed. This will be the next step toward improving the Personnel Board's processes, following approval of the proposed Rules and Guidelines for Practice before the Personnel Board.

4. REPORT OF THE PERSONNEL CABINET

The Hon. Robert Long, Deputy Secretary of the Personnel Cabinet, presented on behalf of the Cabinet.

Mr. Long wished the Board a Happy New Year. He reported that the Kentucky Employees Charitable Campaign (KECC) has ended and the results are being tallied. He stated that final

numbers would be presented in February, but the initial report indicates this was a very good year for this annual charitable event.

The Governor's Ambassador Awards will soon be accepting nominations. Additional details regarding eligibility criteria and submission guidelines will be shared in the next issue of the Team Kentucky Connection state employee newsletter.

Mr. Long announced that Kentucky was recognized nationally for the adoption benefits provided to state employees. The Dave Thomas Foundation for Adoption rated Kentucky as one of the best adoption-friendly workplaces in 2026. Kentucky was also rated in the top one hundred (100) best adoption-friendly workplaces in the nation.

The Cabinet has set many goals to accomplish in 2026. One principal goal is requesting state budget funds to replace the Kentucky Human Resources Information System, KHRIS. KHRIS is an SAP product that will not be supported after 2027. Security and updates may be obtained for a premium through 2030, but after 2030, KHRIS will become obsolete. The Cabinet is in the process of planning for the replacement of KHRIS, and making the budget request is the first step in that process.

Mr. Long next updated the Board regarding the Team Kentucky Childcare Center. The Cabinet is working to finalize a contract with a vendor and the parties have agreed on all substantive provisions for the agreement. The Cabinet is currently drafting the contract and working through its approval process. Mr. Long hopes to be able to announce the vendor who was awarded the contract within the next couple of months. The goal is to have the facility ready to accept children by August 2026.

The Cabinet will continue to modernize its website, particularly for state employees. In previous years, the Cabinet focused on its public-facing side, the "brochure" side, to attract and inform the public. Now the focus will be on how to make the site more user friendly for employees, including a new AI chat function to assist applicants.

The second class of Team Kentucky Interns will launch soon. The inaugural class was very successful and expectations are high for this new class of eighty plus (80+) interns. Applications for this program closed on December 31, 2025, with over eighteen hundred applications filed for eighty positions.

The Personnel Cabinet intends to focus and help other Cabinets with their employee engagement and recognition programs by launching an employee engagement toolkit that will assist Cabinets in acknowledging their employees, showing them appreciation, and making them aware of the importance of their work. The Cabinet hopes this effort will improve employee engagement and morale.

A few Cabinets have mentorship programs. The Personnel Cabinet would like to expand these programs and will be releasing a mentorship toolkit that will provide guidance to current state employees and also tools for the agency to attract new employees to state government.

During 2025, the Cabinet updated the employee suggestion system, did some clean-up on the workers compensation program and the mediation program. Those changes have now become effective and the Cabinet is implementing them.. This year, the Cabinet would like to review the educational assistance regulation. This program has not been reviewed or updated in some time and is not utilized very well.

Lastly, the Cabinet is also monitoring the work of the General Assembly and will make certain the Board is aware of any legislation involving the Board or affecting state employees.

Mr. Rowe requested the Board approve the below petitioned positions. The Personnel Cabinet Secretary reviewed these petitioned position requests very carefully and approved them.

- A. **Petitioned Positions** - Executive Advisors (2), Office of the Attorney General, Opioid Abatement Advisory Commission

Stacy Woodrum, Executive Director of the Office of Management and Budget, and Galen Linville, Human Resource Branch Manager, appeared to discuss the Petitioned Positions request and answered questions from the Board. Mr. Reeves moved to approve the request for two (2) Petitioned Positions in the Office of the Attorney General, Opioid Abatement Advisory Commission. Mr. Gillis seconded, and the motion carried 4-0.

5. **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. Mr. Gillis seconded. Vice Chair Deimling 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 January 9, 2026 meeting.](10:04 a.m.)

Vice Chair Deimling moved to return to open session. The motion passed by acclamation. (10:12 a.m.)

**PROPOSED AGENDA
PERSONNEL BOARD MEETING
FEBRUARY 13, 2026 - 9:30 A.M.**

1. Call to Order:

Chair Denham __, Vice Chair Snodgrass __, Mr. Ward __, Mr. Gillis __,
Mr. Reeves __, Ms. Haydon __

2. Reading of the Minutes of Regular Meeting held January 9, 2026.

3. Executive Director and Secretary's Report

4. Report of the Personnel Cabinet

A. 101 KAR 2.150, State Safety Program

5. Closed Session/Return to Open Session

6. Cases to be Decided

A. **Martin, Erica v. Justice and Public Safety Cabinet, Department of Juvenile Justice (2024-046)**

(Suspension – Unsatisfactory Performance of Duties – Dismissed)

--Corrected Findings of Fact, Conclusions of Law and Recommended Order

-- Appellant's Exceptions

--Appellee's Response to Appellee's Notice of Exceptions

B. **Mull, Chris v. Justice and Public Safety Cabinet, Department of Corrections (2022-039)**

(Dismissal – Misconduct – Dismissed)

--Corrected Findings of Fact, Conclusions of Law and Recommended Order

--Appellant Chris Mull's Exceptions to Hearing Officer's Findings of Fact,

Conclusions of Law and Recommended Order

--Appellee's Response to Exceptions

(Moved from January Board Agenda)

2ND

6. CASES TO BE DECIDED

A. Hoskins, Kasey v. Cabinet for Health and Family Services (2024-026)

Mr. Gillis, 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. Ward seconded, and the motion carried 4-0.

B. Mull, Chris v. Justice and Public Safety Cabinet, Department of Corrections (2022-039)

(Moved to February Board Agenda)

C. Wideman, Corey J. v. Justice and Public Safety Cabinet, Department of Corrections (2024-068)

Mr. Ward, 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 4-0.

Show Cause Orders – No Response Filed – Appeals Dismissed

D. Bostick, Jacob v. Cabinet for Health and Family Services (2024-134)

E. Frost, Alan v. Justice and Public Safety Cabinet, Department of Juvenile Justice (2024-179)

F. Godsey, Ronald v. Justice and Public Safety Cabinet, Department of Criminal Justice Training and Personnel Cabinet (2018-256)

In the cases listed above, Vice Chair Deimling moved to find that the Appellants had not responded to the show cause orders and that the recommended orders be accepted dismissing the appeals for failure to timely prosecute the appeals. Mr. Gillis seconded, and the motion carried 4-0.

Show Cause Orders – No Response Filed – Dismissed as Withdrawn

G. Bach, Thomas v. Justice and Public Safety Cabinet, Department of Corrections (2025-027)

H. Brown, Maria v. Education and Labor Cabinet (2025-060)

In the case listed above, Vice Chair Deimling moved to accept the recommended order and to dismiss the appeal as withdrawn. Mr. Ward seconded, and the motion carried 4-0.

7. WITHDRAWALS

Mr. Ward moved to accept the following withdrawals and to dismiss the appeals. Vice Chair Deimling seconded, and the motion carried 4-0.

- A. **Hall, Byron v. Cabinet for Health and Family Services (2025-077)**
- B. **Lewis, Revel v. Finance and Administration Cabinet (2025-127)**
- C. **Stevens, Ottie Michelle v. Justice and Public Safety Cabinet, Department of Juvenile Justice (2025-040 & 2025-064) (2 appeals)**

8. SETTLEMENTS

Mr. Reeves moved to issue settlement orders and to sustain the appeals in the matters designated below to the extent set forth in the settlements submitted by the parties. Vice Chair Deimling seconded, and the motion carried 4-0.

- A. **Barker, Lisa v. Finance and Administration Cabinet (2025-048) (Mediation)**
- B. **Thompson, Robert v. Transportation Cabinet (2023-19)**

9. OTHER

- A. Case Load Reduction

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

Mr. Rowe reiterated that the number of cases at the end of 2025 was two hundred (200) cases. Staff feels that the ideal number of cases, with new cases filed and the current case reduction plan, would be approximately one hundred and seventy-five (175). However, this number may be re-evaluated or revised in the future because the nature of some of our caseload reduction efforts may change. During 2025, Board staff focused on dispositive issues and older cases. This year's goal will be to schedule more evidentiary hearings and hire additional hearing officers to conduct those hearings. Staff will also be adding the 2023 cases to the focused list of older cases to be decided. The number of pre-hearing conferences being held should remain similar or slightly larger than what was held in 2025 in order to make certain that cases stay on track. Maintaining this pace will necessitate hiring a staff attorney, who will assist with conducting pre-hearing conferences, ruling on motions and making recommendations. We will also continue to evaluate the cases early and often for dispositive motions issues or referral to mediation.

Mr. Griggs stated that, if the Board reviewed the listing of the Board's older cases, they would find that they are being progressively moved forward, by being scheduled for evidentiary

hearing, reviewed and decided through dispositive motion practice, and/or scheduling regular pre-hearing conferences to keep the cases moving.

Mr. Ward asked whether staff had a goal of setting an approximate time frames for how long a case takes to resolve. Mr. Ward also asked how many cases remained on the Board’s docket from 2022 and 2023. Mr. Griggs noted there were 27 Appellants with cases from 2023 or older. Some of these Appellants have multiple cases, both older and newer, consolidated together. With regard to appeals that are 2022 or older, there are approximately 10 matters. Staff maintains a “hot sheet” listing of these cases, with entries indicating the current status of the appeal and where each one is in the process of being decided. Mr. Ward agreed there had been an obvious reduction in the number of cases. He also acknowledged there is a certain amount of time involved in getting the case to hearing, conducting the evidentiary hearing, and then deciding and writing the recommended order.

Vice Chair Deimling requested that staff furnish the Board with a status of the cases from 2023 and older at the February Board meeting.

- B. Personnel Board Guidelines
--Discussion and Approval

Vice Chair Deimling moved that the discussion and approval of the Personnel Board Guidelines be passed to the February meeting of the Board. Mr. Ward seconded and the motion carried 4-0.

- C. Next Board Meeting: **February 13, 2026**

Mr. Ward made a motion for the Board to adjourn. Mr. Gillis seconded, and the motion carried 4-0. (10:31 p.m.)

Michelle Snodgrass-Deimling, Vice Chair

Morgan Ward, Member



Larry Gillis, Member



Rick Reeves, Member

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