

# FY 2019 ANNUAL REPORT



**M S**  
**P B** MISSISSIPPI  
STATE PERSONNEL BOARD



Established by the Mississippi Legislature in 1980, the Mississippi State Personnel Board oversees the employee life cycle from

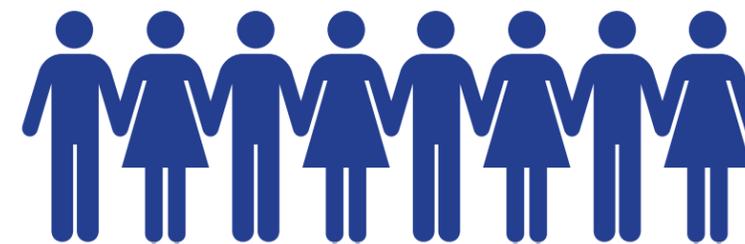
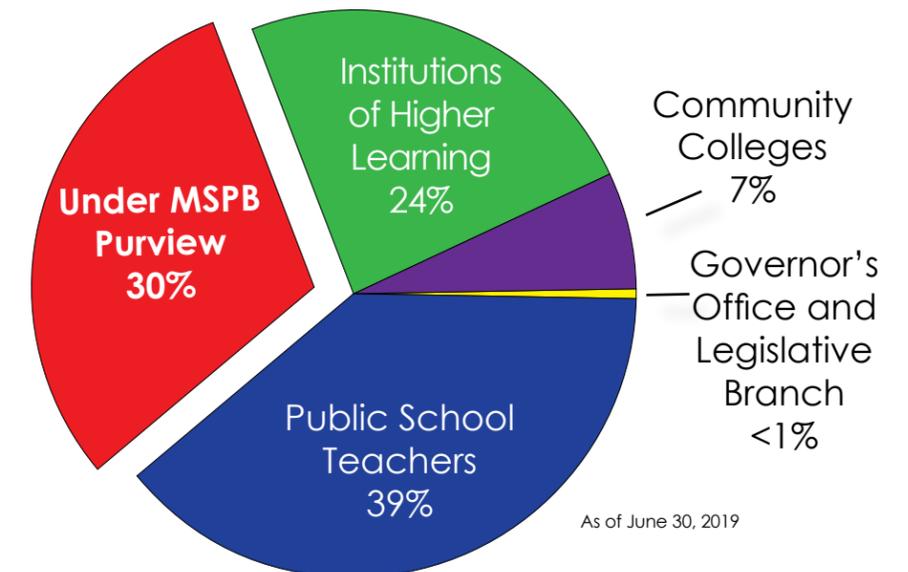
**pre-hire** to **retire.**

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**30%**

of the public sector workforce in Mississippi is under the purview of MSPB.



**26,414**  
**employees**

Full-time as of June 30, 2019

**Our Vision:**  
To ensure a quality workforce for the State of Mississippi

**Our Mission:**  
To lead the way in human capital and workforce management

*The State of Mississippi is an equal opportunity employer and assures equal employment opportunities to all persons regardless of political affiliation, race, color, handicap, genetic information, religion, national origin, sex, religious creed, age, or disability. Published in December 2019 by the Mississippi State Personnel Board.*

**121**  
**agencies, boards,**  
**and commissions**



The Mississippi State Personnel Board is a five-member Board whose members are appointed by the Governor with the advice and consent of the Senate.

**Stephanie Cummins, Chair**  
**Brandon**

Stephanie Cummins was appointed to the Board by Governor Phil Bryant in March 2017 to fill an unexpired term through June 30, 2017 and was subsequently reappointed to serve through 2023. She is the coowner and associate broker at Front Gate Realty. She currently serves on the board of directors for the Mississippi Realtor Association, the Home Builders Association of Jackson, and the Home Builders Association of Mississippi.



**Donald Brown, Vice Chair**  
**Vicksburg**

Donald Brown was originally appointed to the Board in 2005, was reappointed by Governor Haley Barbour in 2010, and was reappointed by Governor Phil Bryant in 2015. Mr. Brown is the Deputy Executive Director of Warren Yazoo Behavioral Health. Prior to joining that organization, he worked with the Mississippi Employment Security Commission, the Mississippi Department of Human Services, and the Vicksburg Early Education Center.



**Colonel Nick P. Ardillo, Jr**  
**Columbus**

Colonel Ardillo was originally appointed to the Board by Governor Haley Barbour to fill an unexpired term in June 2011, was reappointed by Governor Barbour in 2011 to serve through 2016, and was reappointed by Governor Bryant in 2016. As a former Commander of Columbus Air Force Base, he is now retired from active duty and is the principal of NPA, LLC and a partner in Ardillo, McCullough and Taggart LLC. He provides aerospace, airports, and defense consulting.



**Alwyn Luckey**  
**Ocean Springs**

Alwyn Luckey was appointed to the Board by Governor Phil Bryant in April 2012 to fill an unexpired term and was subsequently reappointed to serve through 2019. He is currently the sole shareholder of The Law Firm of Alwyn H. Luckey, P.A. His law practice includes state and local government consulting, business law, construction defect/water intrusion, asbestos injury, real estate, and general practice. He has also served as judge for the City of Ocean Springs.



**Lee Yancey (Retired in December 2018)**  
**Brandon**

Lee Yancey was appointed to the Board by Governor Phil Bryant in 2013. He is a financial advisor for Woodridge Capital Portfolio Management. From 2008 to 2012, Mr. Yancey served as a State Senator. During that time, he served on several Senate committees including Code, Education, Ethics, Drug Policy, Finance, Insurance, Judiciary A, and Public Health and Welfare.



**Greg Moore (Appointed in March 2019, Resigned in December 2019)**  
**Brandon**

Greg Moore was appointed to the Board by Governor Phil Bryant in March 2019 to fill an unexpired term through June 30, 2019 and for a five-year term beginning July 1, 2019. He is the Chief Executive Officer for Community Bank of Mississippi. He also serves as Vice Chairman for the Community Bancshares Board of Directors and is a member of the Community Bank Risk Management Committee.



The Lieutenant Governor may designate two Senators, and the Speaker of the House of Representatives may designate two Representatives to attend any meeting of the Mississippi State Personnel Board.

**Senator Nickey Browning**  
**Pontotoc**



Senator Browning has served as Senator for District 3, which includes Benton, Pontotoc, and Union Counties, from 1996 to present. His committee memberships include Forestry - Chair; Business and Financial Institutions; County Affairs; Drug Policy; Energy; Finance; Highways and Transportation; Insurance; and Rules.

**Senator John Polk**  
**Hattiesburg**



Senator Polk has served as Senator for District 44, which includes Lamar and Pearl River Counties, from 2012 to present. His committee memberships include Accountability, Efficiency, Transparency - Chair; County Affairs; Education; Energy; Finance; Housing; Insurance; and Universities and Colleges.

**Representative Jim Beckett**  
**Bruce**



Representative Beckett has served as Representative for District 23, which includes Calhoun, Grenada, Lafayette, and Webster Counties, from 2004 to present. His committee memberships include Public Utilities - Chair; Apportionment and Elections; Appropriations; Banking and Financial Services; Insurance; Judiciary A; Judiciary En Banc; Revenue and Expenditure General Bills; Rules; and Universities and Colleges.

**Representative Jerry Turner**  
**Baldwyn**



Representative Turner has served as Representative for District 18, which includes Lee, Prentiss, and Union Counties from 2004 to present. His committee memberships include Accountability, Efficiency, Transparency - Chair; Agriculture; Appropriations; Banking and Financial Services; Conservation and Water Resources; Insurance; Management; and Transportation.



## Promoting Excellence

Governor Phil Bryant and the Mississippi State Personnel Board honored Sam Howell and Wayne E. Miller with the 2019 Excellence in Government Awards which are designed to encourage the development of innovative systems of public administration.

The Mississippi Excellence in Government Awards program was established by the Mississippi State Personnel Board at the



direction of the Mississippi Legislature, and the inaugural award was given in 2012.

The recipient of the Excellence in State Government Award is Sam Howell. Mr. Howell is the director of the Crime Lab. For more than 30 years, Sam has held various roles at the Crime Lab and plays a critical role in the missions of the office. His vision for a state-of-the-art forensic laboratory and medical examiner's office came to fruition in 2015 when the new crime laboratory opened in Rankin County. Sam is instrumental in the operation of the Mississippi Crime Laboratory and State Medical Examiner Office. His work helps ensure Mississippi provides the highest quality, objective services in the areas of recognition, collection, preservation, scientific analysis, and interpretation of physical evidence in the pursuit of truth within the criminal justice system. After the July 2017 U.S. Marine Corps aircraft crash

## EXCELLENCE IN Government AWARDS

*Recognizing excellence and innovation in government*

in Leflore County, Sam coordinated the aftermath of the disaster with the involved entities. He spent long hours at the lab, helping to ensure the professional and appropriate handling of the bodies of fifteen Marines and one sailor until their release to the U.S. Marine Corps.

The recipient of the Excellence in Local and District Government Award is Wayne E. Miller, P.E. Mr. Miller is the director of public works for the City of Gulfport. Under his leadership, the City of Gulfport became the only Mississippi agency to receive accreditation through the American Public Works Association. The APWA recognizes governmental agencies that go above and beyond the requirements of the management practices established nationally in the public works industry. In preparation for the near week long APWA evaluation, Wayne had to review and update over 350 standard

operating procedures. Following the assessment, APWA selected three of the City of Gulfport's standard operating procedures as nationally recognized "best practices." Additionally, the City of Gulfport Public Works, Engineering, and privatization labor contractor all received a full 100% accreditation.

"These recipients represent the best of state government," said Governor Bryant. "Their dedication to serving taxpayers makes Mississippi stronger, and I am so grateful for their service."

MSPB Executive Director Kelly Hardwick said, "This

year's honorees represent progress and innovation in Mississippi. Through their contributions to our state, these public servants have demonstrated a passion for Mississippi's past, present, and future. It is an honor to join Governor Bryant in recognizing these outstanding individuals."

**"These recipients represent the best of state government," said Governor Bryant.**

**"Their dedication to serving taxpayers makes Mississippi stronger, and I am so grateful for their service."**

## Governor Phil Bryant Signs Bill to Promote Veterans' Preference in State Employment Hiring

During the 2019 Regular Session of the Mississippi Legislature, Governor Phil Bryant signed Senate Bill 2863, which promotes veteran and disabled veteran visibility in state government hiring. The bill more accurately defines "disabled veteran" and "veteran" to be consistent with federal guidelines and qualifies Purple Heart recipients as disabled veterans.

This is the resulting culmination of the work of an ad hoc committee formed by MSPB Executive Director Kelly Hardwick. The committee, comprised of veterans with state government experience, recommended ways to promote veteran and disabled veteran visibility in state government hiring. The committee included Stacey Pickering, executive director of Mississippi Veterans Affairs; Deborah Coleman, budget analyst for the Legislative Budget Office; Colonel Nick Ardillo, MSPB board member; and Hayes Dent, public affairs businessman.



Based on the committee's recommendations, MSPB reconfigured its job recruitment platform to give preference to qualified veterans when they apply for jobs. When an agency receives a list of eligible applicants, disabled veterans and veterans are listed at the top of the list with disabled veterans listed before veterans. MSPB also updated all job applications to require that applicants indicate veteran status on their applications.

## Legislature Awards State Employee Pay Increase



During the 2019 Regular Session of the Mississippi Legislature, legislators awarded up to a three percent pay increase to state employees who were in job classifications with salaries not comparable to the relevant market rate. The pay increase was effective July 1, 2019.

In April, MSPB hosted an informational meeting for state government HR directors to clarify and discuss the legislation regarding the state employee pay increases. HR representatives unable to attend in person were able to attend the meeting virtually. Nearly 100 HR staff members from across the state attended the meeting in person and online.

*Left: HR representatives from around the state gathered at the MSPB office to learn about the state employee salary legislation.*

## MSPB launches State Employee Perks Program

The Mississippi State Personnel Board is proud to announce that it has partnered with PerksConnect to offer a state employee discount program. This voluntary program gives state employees access to discounts at local and national merchants including restaurants, retailers, gift cards, event tickets, and travel.



*State employees may download the Perks discount card to redeem discounts at local retailers and restaurants.*

With PerksConnect, employees have access to savings and discounts from local businesses to major brand names through the MSPB PerksConnect website and through the PerksConnect Plus app. Employees participating in the program can present printed online offers or coupons via the app to participating businesses to receive an immediate discount. MSPB will continue to work with PerksConnect to add local vendors to the list.

"We are excited to offer state employees an

additional benefit as a way to say thank you for their hard work," said Stephanie Cummins, MSPB chair. "We look forward to working with PerksConnect in the coming weeks to add more local vendors to the list."

State employees may register for the program at [www.mspb.perksconnection.com](http://www.mspb.perksconnection.com) or via the PerksConnect Plus app. There is no cost to the state or to employees to participate in the program.

**7,196**  
**employees**  
**currently participate**  
**in the state employee**  
**discount program.**

## MSPB Collaborates with Mississippi Coding Academies to Help Skilled Graduates Enter State Workforce

The Mississippi State Personnel Board is now accepting the Mississippi Coding Academies and Base Camp Certificate of Completion as equivalent to an associate degree in applied science or "fast path" degree. There are now 20 information technology jobs with the State of Mississippi for which Mississippi Coding Academies and Base Camp graduates qualify after completing the program.

In October, the Information Technology Professional Development Committee, the group responsible for making recommendations to MSPB on personnel actions within the field of IT, voted to accept the certificate of completion as equivalent to an associate degree. Graduates and job seekers may find open positions on MSPB's website.



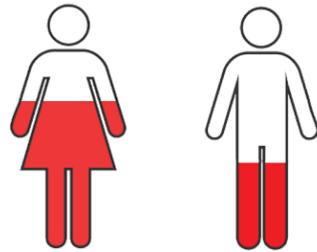


We are a **diverse workforce.**

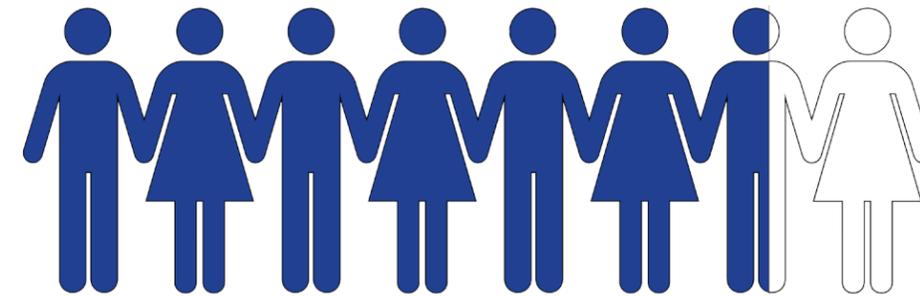


**62%**  
of employees earn less than the average salary.

**62%**  
FEMALE



**38%**  
MALE



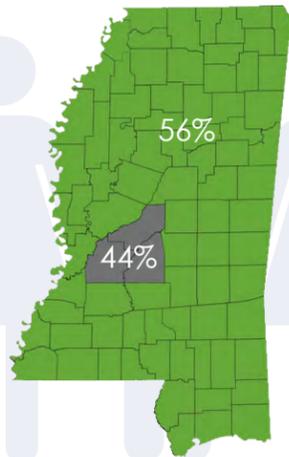
82% of employees earn **less than \$50,000 annually.**



**45.1**  
Average Age

**56%**  
of the workforce is employed outside of Metro Jackson.

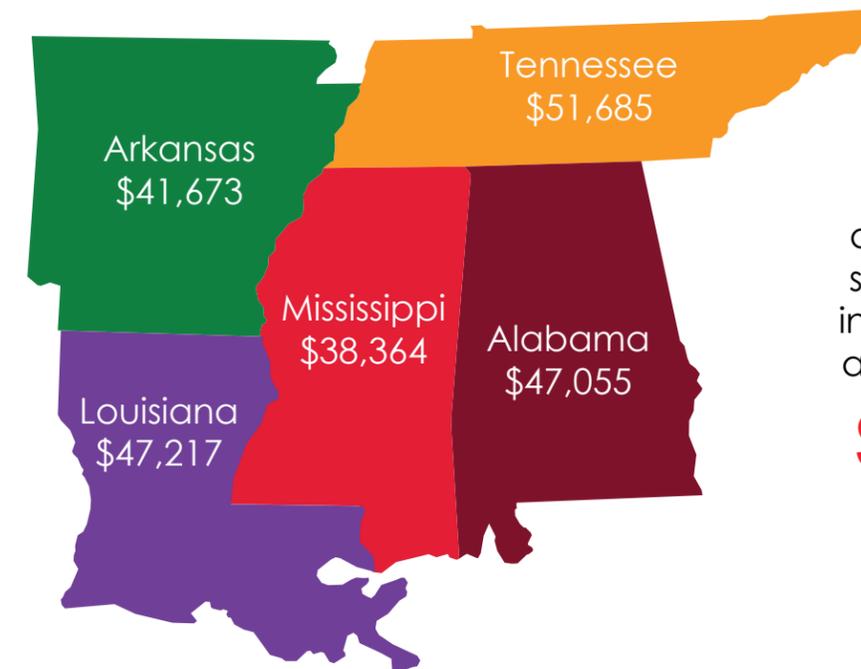
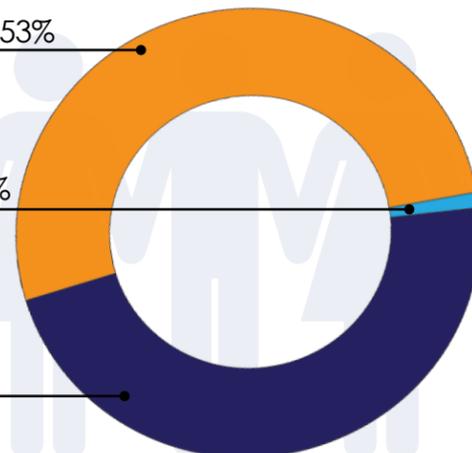
**15**  
state agencies have a majority of their workforce employed outside of Metro Jackson.



African American 53%

All Other Races 1%

Caucasian 46%



The average annual salary for state employees in Mississippi's four adjoining states is

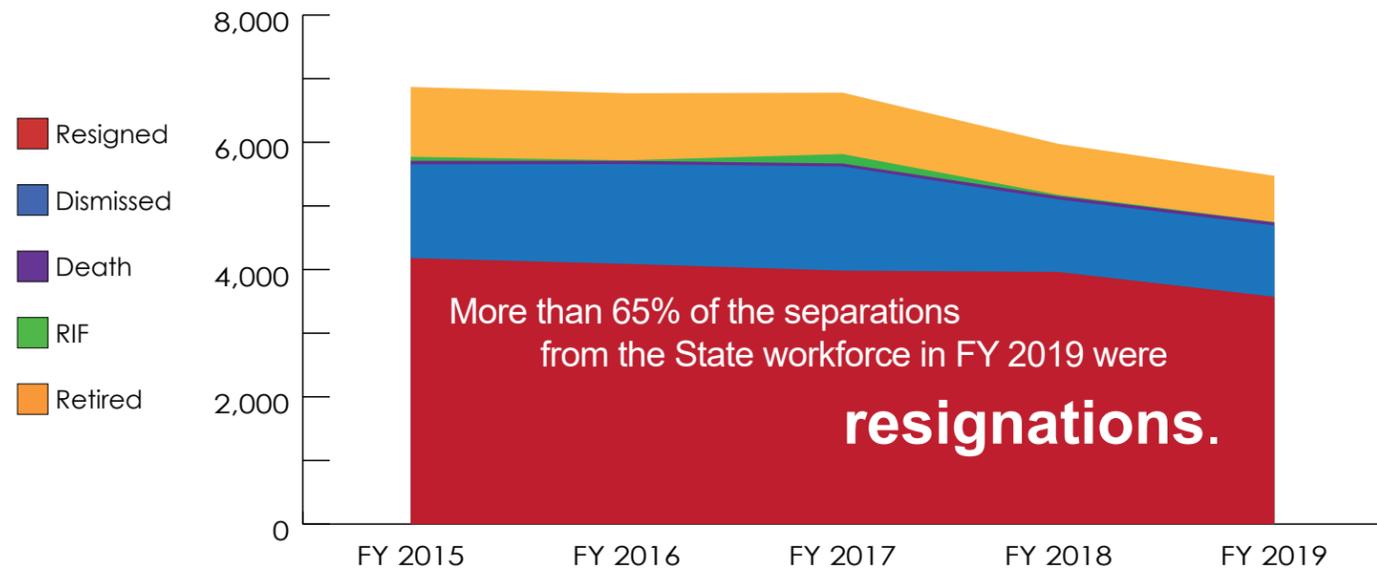
**\$46,907**

As of June 30, 2019

## Retention

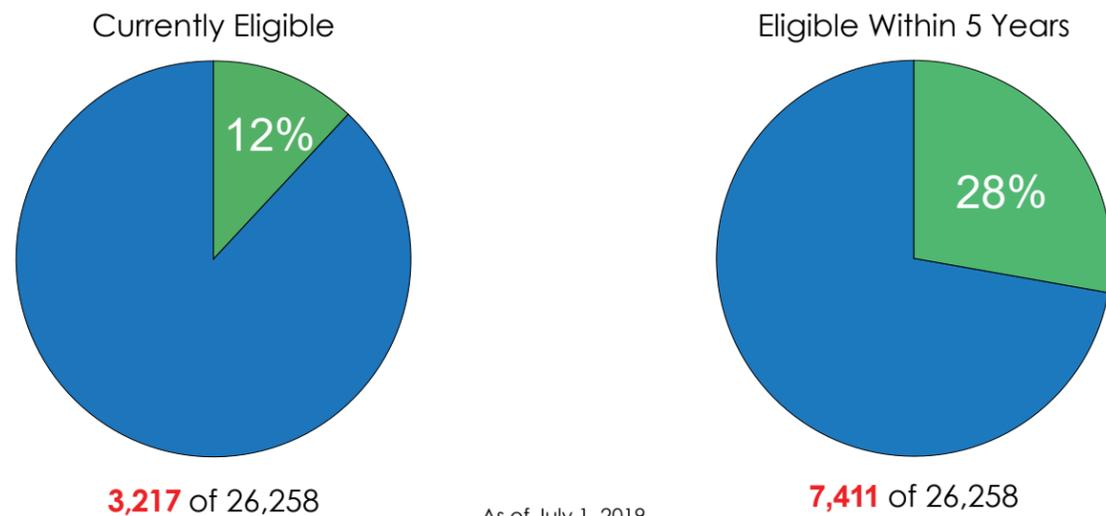
is **crucial** to ensuring a quality workforce for Mississippi's future.

### Separations



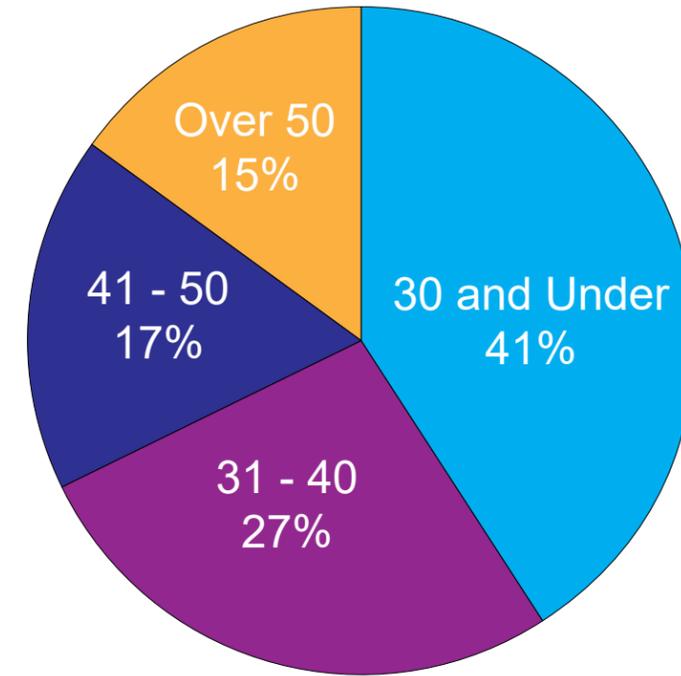
### Retirement Eligibility

While the majority of resignations are younger employees, more than one-fourth of our workforce will be eligible to retire within 5 years.



As of July 1, 2019

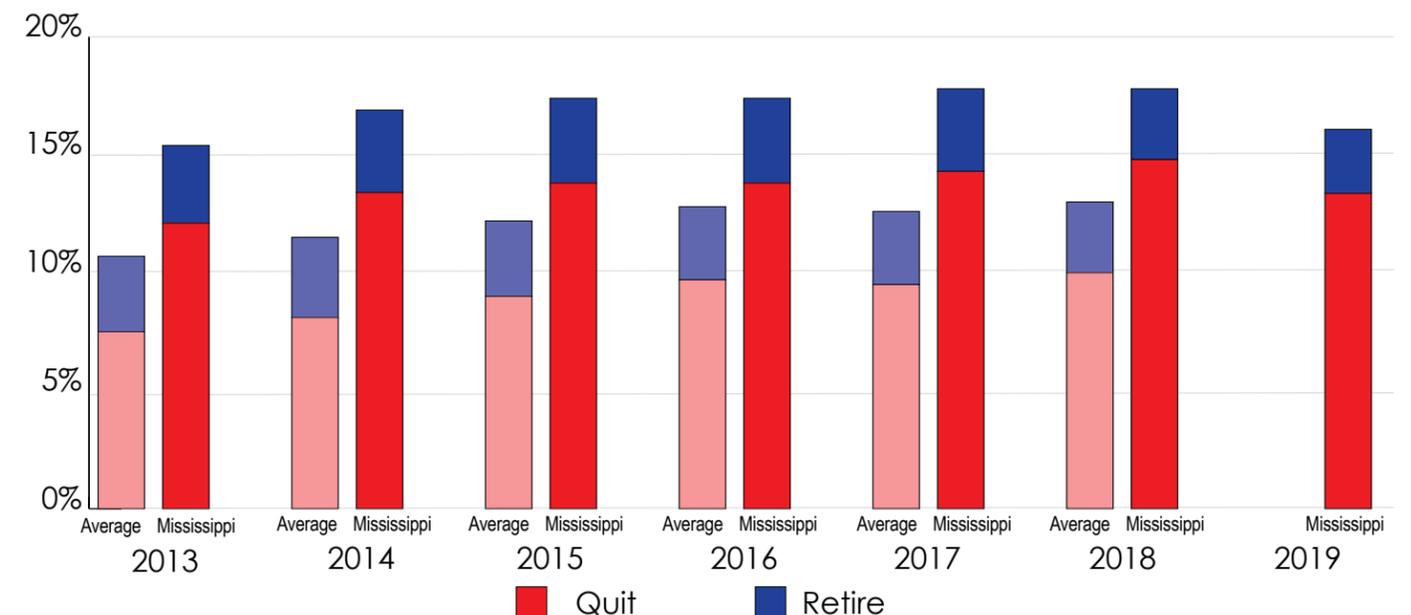
### Resignations by Age



**68%**  
of total resignations in FY 2019 were employees 40 and under.

### Voluntary Turnover Rates

Our turnover rate is the lowest since 2013. However, state employees in Mississippi are quitting and retiring at a higher rate than the nationwide average.



National data source: U.S. Bureau of Labor Statistics  
State and Local Government National Average is calculated based on calendar year.  
Mississippi data is calculated based on fiscal year.

## Workforce Development

The goal of the Office of Workforce Development is to provide state agencies with the tools, information, and training needed to ensure a quality workforce for state government. Our programs include the Administrative Services Certification Program, the Basic Supervisory Course, the Certified Public Manager® Program, and the Human Resources Certification Program.

### MSPB Celebrates 30 Years of the Certified Public Manager® Program and Reaccreditation

Fiscal Year 2019 marked the thirtieth year of the Mississippi Certified Public Manager® Program. In addition, the program that began in 1989 was reaccredited in October 2018 by the National CPM Consortium, the governing body that establishes and preserves standards for programs that



award the CPM designation. Accredited programs have demonstrated the ability to maintain and improve the effectiveness and professionalism of government managers. The six-year reaccreditation represents extensive preparation and effort on the part of MSPB's workforce development team.

*Left: MCPM 2019 Graduates, Mississippi's 30th graduating class.*



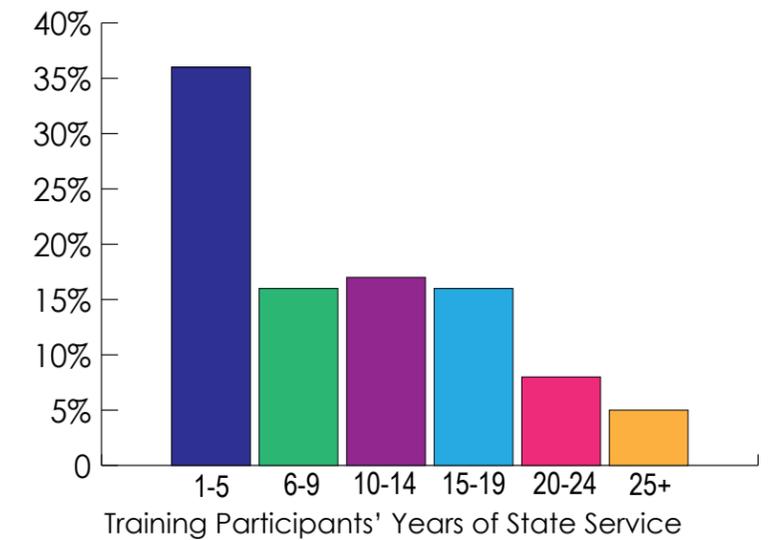
To address turnover, we are committed to

## enhancing the engagement of new state employees

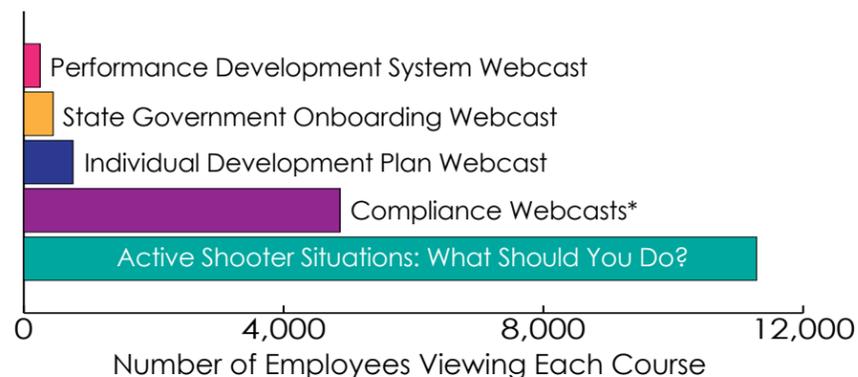
through our training programs.

With a rapidly growing retirement age group and an average service time of just ten years, MSPB is focusing on practices proven to aid in the retention of personnel including developing training opportunities to benefit employees and their agencies.

Employees with **5 years of service or less** were the largest group of training participants.

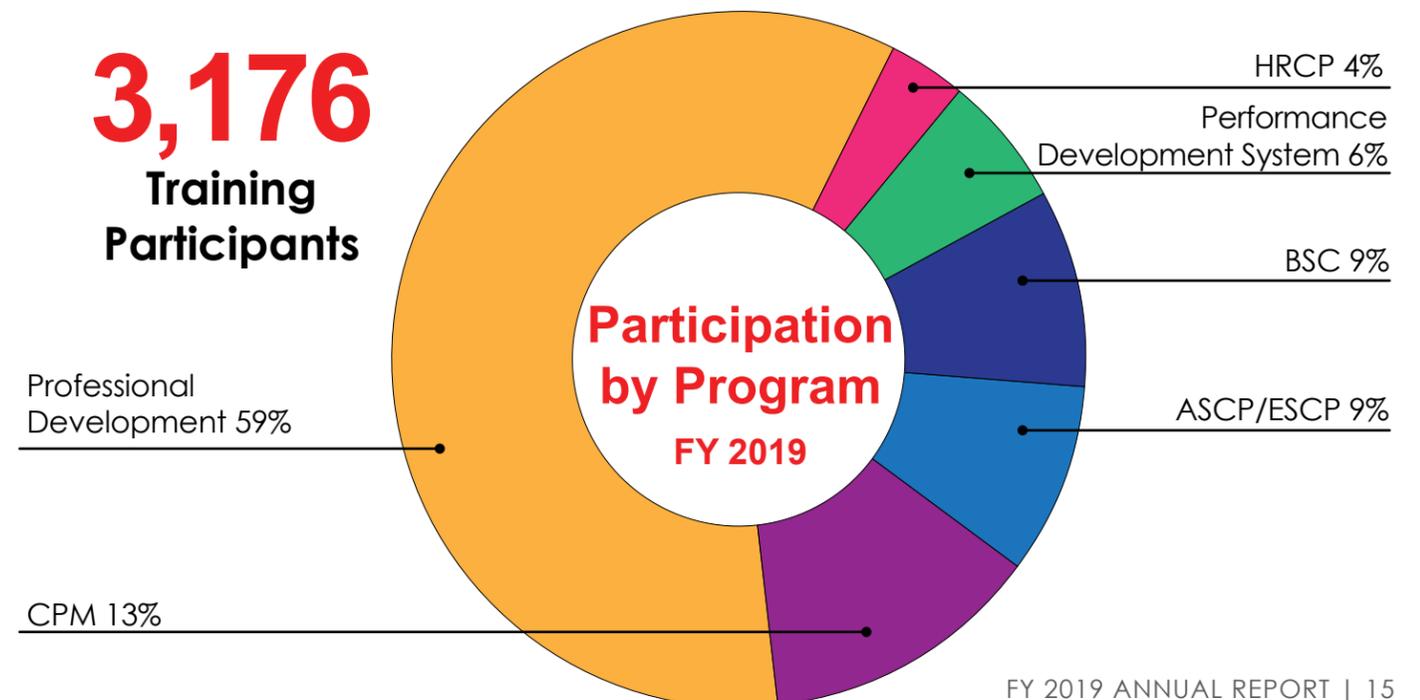


## eLearning



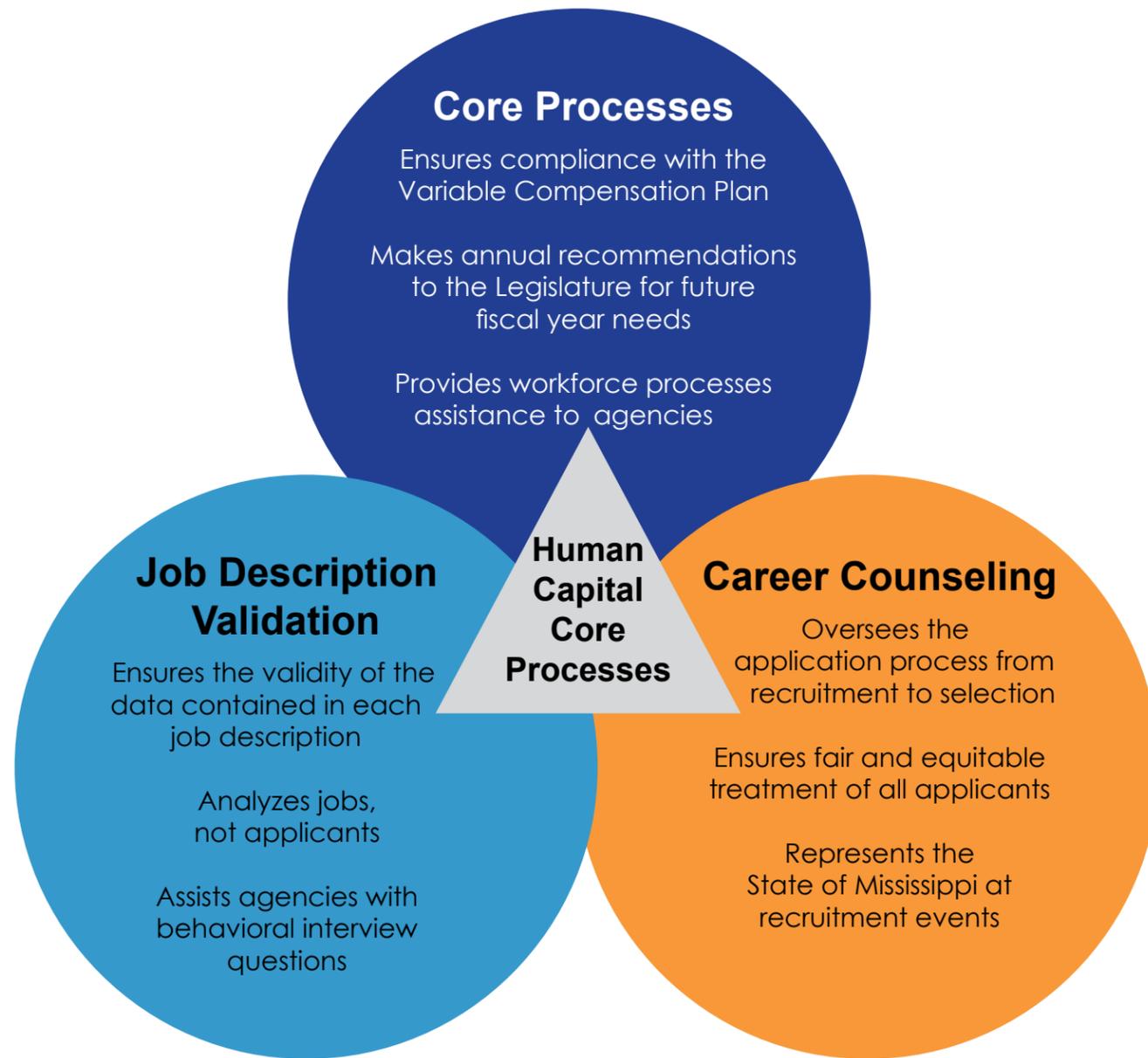
\*Our suite of compliance webcasts includes four modules covering the following topics: sexual harassment awareness and prevention, ethics in state government, workplace harassment awareness and prevention, and employment discrimination awareness and prevention.

**3,176**  
Training Participants



# Human Capital Core Processes

The Office of Human Capital Core Processes serves agencies, employees, and job seekers and is comprised of three divisions: core processes, job description validation, and career counseling.



Part of MSPB's strategic mission is to

**attract** and  
**retain**

quality workers in state government.

**183,658**

**Number of  
Job Applications  
Received in FY 2019**

As part of our mission to ensure a quality workforce, MSPB participates in numerous job fairs and employment expos across the state such as those sponsored by the Governor's Job Fair Network. Our FY 2019 job fairs included:

- MidSouth Area Job Fair
- Greenwood Leflore Area Job Fair
- Governor's Job Fair Network: Golden Triangle Area
- Delta State University Job Fairs (2)
- Mississippi University for Women Career Day
- Jobs for Jacksonians Career Fairs (2)
- Governor's Job Fair Network: Pine Belt Area
- VA Military, Veterans, and Dependents Job Fair
- Careers for Cantonians Job Fair
- Tougaloo College Career Fair
- Meridian Area Job Fair
- Mississippi College Job Fair
- Holmes Community College Job Fair
- Southwest Regional Workforce Training Center Job Fair
- Belhaven University Annual Career Fair
- Jackson Medical Mall Job Fair
- Mississippi Valley State University Job Fair
- Copiah-Lincoln Community College Job Fair
- Brown Baptist Church Family Life Center Job Fair
- Mississippi Broadcasters, LLC Job Fair
- A Governmental Meet & Greet
- Mississippi State University Career Fair
- Spring Southern Region Military & Civilian Job Fair
- AmeriCorps Job Fair
- Employment Support of the National Guard & ESGR I-59 Job Fair
- Yellow Ribbon Job Fair, Employment Support of the National Guard
- New Horizon Workforce Development Guild Job Fair
- Yellow Ribbon Job Fair at the University of Mississippi

The Employee Appeals Board provides a

**fair** and  
**impartial**  
**appeals process** for employees.



**Initial Appeals**

Demotions.....	3
Suspensions Without Pay .....	6
Terminations.....	20
Unresolved Grievances .....	24

**53**

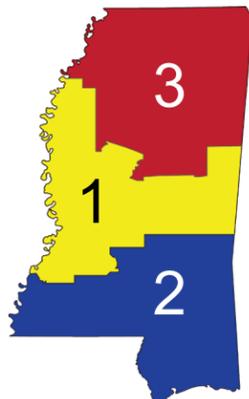
**Total Appeals  
Filed in FY 2019**

**62**

**Total Orders  
Rendered in FY  
2019**

**Initial Orders Rendered**

Affirmed.....	15
Agreed .....	7
Dismissed .....	25
Reversed .....	13
Partial Relief .....	2



The EAB is comprised of three Hearing Officers, one from each Supreme Court district, who are appointed by MSPB members. This forum provides employees of the State of Mississippi an opportunity to appeal agency-level decisions that adversely affect the employee's service.

MSPB team members love to **serve** at the

*m.u.s.t.a.r.d  
s.e.e.d*

Since 2017, MSPB team members have volunteered their time at The Mustard Seed.

This year, MSPB hosted a "Soup"er Bowl party for the Seedsters with a soup competition, games, and activities and a summer water games party.

Located in Brandon, The Mustard Seed seeks to meet the spiritual, physical, emotional, and intellectual needs of adults with developmental disabilities by providing a loving and protected community with meaningful activities that allow the participants to fulfill their potential.





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