



North Carolina Department of Public Safety

Human Resources

Pat McCrory, Governor
Frank L. Perry, Secretary

Nancy Lipscomb, Director
Human Resources

October 27, 2015

ADMINISTRATIVE MEMORANDUM: 11-2015

TO: DPS Division Directors and Section Heads
FROM: *Nancy Lipscomb FRM*
Nancy Lipscomb, Human Resources Director
SUBJECT: 2015 Legislative Changes

Compensation Bonus Payment

The 2015 General Assembly has ratified and the Governor has signed the 2015 Appropriations Act/HB 97, which provides for a one-time lump sum compensation bonus payment of \$750 for eligible State employees. This includes permanent State employees employed in state funded positions on November 1, 2015 with a permanent, probationary, trainee and time limited appointment further including those in banded classes and those at step or FR (flat rate). Permanent part-time employees shall receive a pro-rata amount of the compensation bonus. For example, if the employee works a regular work schedule of 30 hours per week, the compensation bonus payment will equal \$562.50. Temporary and contractual employees are not eligible for the compensation bonus.

The compensation bonus does not apply to employees separated from state service on or before October 31, 2015, including November 1, 2015 retirements, and employees hired with an effective date in BEACON of November 2, 2015 or later.

Employees on Leave of Absence (LOA), paid or unpaid, effective November 1, 2015 are eligible for the compensation bonus. Employees are eligible for the compensation bonus without consideration of performance ratings or disciplinary actions and without regard for placement within the salary range, including employees at the top of the salary range.

The compensation bonus payment will be included in the regular monthly payroll on December 22, 2015 and will not be subject to the retirement contributions.

As a result, it is absolutely imperative that all separations with an effective date of October 31, 2015 or earlier be submitted to the Human Resources Office by November 2, 2015 to ensure timely processing. Any delay could result in an otherwise ineligible employee receiving the compensation bonus payment, which would be considered an overpayment for which the agency must recoup.

Employment recommendations for new hires and transfers from other state agencies will be given priority by the Central Human Resources and the Regional Employment Offices (REO) to ensure that new DPS employees eligible for the compensation bonus are processed timely. All other actions (i.e., within agency transfers, reassignments, promotions, etc.) will be processed by payroll deadline.

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Career Status

The 2015 General Assembly has ratified and the Governor has signed HB 495, which provides for many changes to the State Human Resources Act (G.S. 126). In particular, this includes a revision to the eligibility for career status from 24 months of continuous employment in a permanent state position to 12 months of continuous employment with a permanent appointment. Additionally, this reduces the probationary period from 24 months to 12 months. The only exception to the above is for employees who are hired by a State agency, department or university in a sworn law enforcement position and who are required to complete a formal training program prior to assuming law enforcement duties with the hiring agency, department or university shall become career State employees only after being employed by the agency, department or university for 24 continuous months.

This change is effective October 1, 2015 and applies to employees hired before, on, or after that date. For example, if an employee was hired September 1, 2014, s/he will be eligible for career status as of the effective date of the change, even though they may have been hired with the understanding that they must complete 24 months of continuous employment in a permanent state position. The HR staff are currently reviewing all probationary employees to determine appropriate action and updating the BEACON records for employees as necessary.

Questions regarding the compensation bonus payment may be directed to your Human Resource Representative or the Central Human Resources Office at (919)716-3800.

Questions regarding career status may be directed to your respective REO or the Central Human Resources Office at (919)716-3800.

Thank you.

NL:MKS

Cc: Secretary Frank L. Perry
Commissioner W. David Guice
Commissioner Gregory K. Baker
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