

**Michelle Lujan Grisham**

*Governor*

**Dylan K. Lange**

*Director*



**State Personnel Board**

David F. Cunningham, *Chair*

Carol A. Parker, *Vice Chair*

Kari Fresquez, *Member*

Sandra D. Lopez, *Member*

Fred Radosevich, *Member*

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## **State Personnel Special Board Meeting**

**Willie Ortiz Building**

**2600 Cerrillos Road, Santa Fe, NM**

**Friday, April 4, 2025 – 9:00 AM**

### **MINUTES**

- Chair Cunningham called the meeting to order at 9:00
- Director Lange led the Pledge of Allegiance and called roll. A quorum was established with the following present: Chair Cunningham, Vice Chair Parker, Members Radosevich, Lopez and Fresquez.
- Chair Cunningham asked if we had any requests for public comment. Ms. Forlizzi stated there had been no requests received either electronically or in person.
- Vice Chair moved approval of meeting agenda; Member Lopez seconded. Roll call by Director Lange, agenda adopted.

### **Deloitte – Presentation and Update on Job Architecture**

Chair Cunningham invited Devon Lane from Deloitte to present the update and give the status of the Job Architecture project.

Director Lange explained the amended RFP that was just signed and explained what SPO was asked to do and stated the validating portion of the project was underway.

Mr. Lane referred to the PowerPoint handout stating it reflects the work that is ongoing.

Chair Cunningham asked about the presentation from last year, noting 12 key activities that were the priorities. Lane confirmed that those were wrapped up last June.

Lange explained that the software was funded to help us gather market data. Moving from Hay Method to a data method for benchmarks which has not been updated until getting this piece.

Vice Chair Parker commented on hoping NM leaders would use a wider lense for this project.

Director Lange agreed, stating that the committee included 20 representatives from each agency that has the largest breadth, along with cabinet secretaries. The committee was looking at all the job families, so Public Safety, Corrections, CYFD, DOH, and HCA were included. Additionally, DFA is included as they have access to local government perspectives as well as having the LFC involved in the validating sections as well as Deloitte representatives for a well-rounded group focused on State-wide classifications and markets.

Lange also said Deloitte compared what states were doing nationally to be sure we are following best practices to streamline the full life cycle of employment from start of career to retirement.

Devon Lane presented the background of historical work starting in September 2023. Highlighted work to date September 2023 – June 2024 and starting again in December 2024. Personnel Act was reviewed and how classifications were made. Peer states in the Southwest were compared, hiring processes, market for compensation – public as well as private. Specific focus on cost of labor in NM. Homed in on job classifications.

Findings: lack of job classification, no consistent leveling, no real sub-families within; job content. No documented career tracks. Lack of standardization. Labeling is not consistent.

Since June, we have revised compensation philosophy and definitions clarified. In December, a framework for jobs was established and job catalog was created with families, sub-families, career tracks, etc. These are currently being reviewed in the validating sessions.

Lane stated the process has gone smoothly so far and commended Director Lange for putting a strong team together stating all are working on the same goal.

Job title glossary is the first step in being able to look at something and have a good idea of what the jobs do.

Lange emphasized this is hard work and our classification system has not been looked at since 2001. There are vague classifications and job titles that are not clarified so it is hard to standardize both in terms of position and pay. Uniformity is the goal with the titles and to standardize across the board. Caveat is that some agencies have more money. Pay bands will be broader, so it will come down to agency budget to allocate to one position versus another agency.

Chair Cunningham asked where we are in the process.

Lange said we are in the validating portion. Deloitte has delivered job catalogs and glossaries.

Devon Lane referred the board to the presentation showing the main deliverables and that JA will provide guidelines and allow flexibility within agencies.

Member Fresquez asked about the evolution of this process saying transparency has been lost over the years. She can see how we are working to standardize. How does this apply to all jobs? Titles and jobs are not based on people, but the jobs and how will that be better this time?

Lange said we standardize the classifications and job levels.

Lane recommends looking at these classifications every 5 years as there will still be a need to create new classifications.

Chair Cunningham asked when new expertise comes in (ex AI), how does that move future mechanics.

Lane answered with the proposed salary structure. One structure to cover all classified employees.

Lange added that this will standardize base pay for agencies without needing band aids for temporary fixes. This will help agencies get to base pay in general. Room in the pay band and structure to pay appropriately. Evidence-based budget requests can then be made.

Member Lopez asked with wider pay structures, how this will affect the alternative pay bands, will this help them?

Lange replied that we won't be using alternative pay bands anymore because the pay band is broad enough to handle the increase.

Devon Lane reviewed the next steps: finalizing JA tools, making slight changes based on validating feedback, confirming alignment to new salary structure. High emphasis on communication, continue to develop the communication, which is a key component so with the changes, someone doesn't feel like they are getting a demotion. Not suggesting changes to the work employees are doing. Mitigating potentially prickly issues.

Chair Cunningham asked about down the road, does this go back to legislature for approval. How does this proceed.

Lange said we need the board approval for a July 1 implementation. Legislature gave statutory approval and \$17M for the change from legislative and executive. Validating process is to be sure it makes sense for New Mexico.

Member Radosevich asked when does this come to the board? Huge project, wants to be well prepared for this change in June to be sure we're on board. He projects the union objecting. Wants to be sure it's ready to go when it comes to the board.

Lange said this will be presented to the board in the June meeting. This is why we've had Deloitte here today, giving the board the most updated information. We are having validating sessions, so when we present in June, we will have the information needed. Ultimately, we are changing the job titles only. The union presentation is next week, but this is not affecting pay, this is standardizing titles, class and salary structure so we can move forward.

Cunningham said the board will want to know of objections from the unions.

Lange agreed, saying he will update any protests received. And reiterated the once the job catalog introduced, DFA needs 2 months to do the back-end work.

Cunningham stated the board needs to be as informed as possible before voting.

Lange thanked Mr. Lane for his leadership, saying he is very connected to New Mexico and appreciates his work on this project.

**Request Approval to Initiate the Rulemaking Process – 1.7.4**

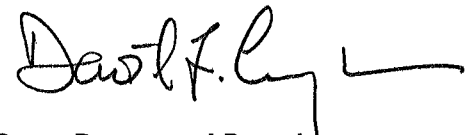
General Counsel Messerer requested approval to initiate the rulemaking process for 1.7.4 primarily cleaning up language and citation.

Cynthia Sandoval, SPO Workforce Planning Director reviewed and answer questions on substantive changes and mentioned the preparation of implementation of Job Architecture and consolidating of pay bands. She mentioned initial challenges, noting these proposed changes will help streamline and address pain points for agencies and consolidating classifications will allow agencies flexibility to right size positions and pay.

Member Radosevich moved to approve initiating the Rulemaking Process on 1.7.4; Vice Chair Parker seconded; roll call; motion carried.

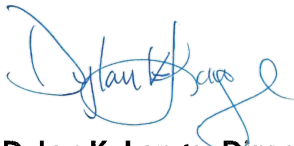
Next meeting will be held Friday April 18, 2025. Vice Chair Parker moved to adjourn; Member Radosevich seconded; roll call; meeting adjourned at 10:27.

Approved:



**State Personnel Board**

Attest:



**Dylan K. Lange, Director  
State Personnel Office**