



Eric Milstead  
Director

# Legislative Services Office

## Idaho State Legislature

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### MEMORANDUM

**TO:** Rules Review Subcommittee of the Senate Commerce & Human Resources Committee and the House Commerce & Human Resources Committee  
**FROM:** Principal Legislative Research Analyst - Ryan Bush  
**DATE:** October 4, 2016  
**SUBJECT:** Office of the Governor - Division of Human Resources and Personnel Commission

IDAPA 15.04.01 - Rules of the Division of Human Resources and Idaho Personnel Commission - Proposed Rule (Docket No. 15-0401-1601)

The Division of Human Resources and Personnel Commission submits notice of proposed rulemaking at IDAPA 15.04.01 - Rules of the Division of Human Resources and Idaho Personnel Commission. The proposed rule accomplishes the following:

- (1) Removes "informal agreements" in the job classification Hay point factoring process;
- (2) Provides that applications for classified jobs can only be submitted online;
- (3) Clarifies the limitations on hours and transition to classified service for non-classified, temporary appointments;
- (4) Clarifies the probationary rules for employees; and
- (5) Clarifies the problem solving process for enhanced use of mediation.

A public hearing concerning this proposed rule is scheduled for October 18 in Boise. The Division states that negotiated rulemaking was not conducted because it was not feasible. There is no fiscal impact associated with this rulemaking.

The proposed rule appears to be within the statutory authority granted to the Division in Section 67-5309, Idaho Code.

cc: Office of the Governor - Division of Human Resources and Personnel Commission  
Susan Buxton