



OKLAHOMA
Office of Management
& Enterprise Services

AAA Memo: HCM 2021-13

Date: Nov. 23, 2021

To: All Appointing Authorities

From: Jake Smith, HCM Administrator

Re: Emergency Rulemaking pursuant to HB 1146, Civil Service and Human Capital Modernization Act

Human Capital Management of the Office of Management and Enterprise Services promulgated emergency rules pursuant to HB 1146, the Civil Service and Human Capital Modernization Act, which is effective Jan. 1, 2022. [The emergency rules can be found at Title 260, Chapter 130.](#)

The new law and rules will result in changes for several Human Resources functions, including categorizing jobs and increased flexibility in hiring and compensating employees. For employees, it also brings changes to their rights to appeal personnel actions. OMES created [these FAQs](#) and this [one-page overview](#) regarding the rule changes.

The appeals process for adverse employment actions will change significantly. As a reference on the overall process for these complaints, OMES has provided [this flowchart](#).

As referenced in Civil Service and Human Capital Modernization Rule 260:130-27-5, the Civil Service Division established a [standard of progressive discipline](#).

Please note the same rules will also follow the permanent rulemaking process. The comment period will be set forth in the Notice of Rulemaking Intent for Title 260, Chapter 130 and will run until Jan. 20, 2022. The public hearing on the rules in Title 260, Chapter 130 will be on Jan. 20, 2022, from 9:30 a.m. until noon at the ODOT Training Facility located at 5307 N.E. 122nd St, Oklahoma City, OK 73131.

OMES plans to hold town hall events with a virtual attendance option. Please watch your email for more information on dates and how to submit your questions.

- For questions on hiring procedures, email jobs@omes.ok.gov.
- For questions on the job catalog and compensation, email HCMclasscomp@omes.ok.gov.
- For information on the Office of Veterans Placement, email VeteransPlacement@omes.ok.gov.
- For questions on employees' appeal rights and discipline, email CivilServiceDivision@omes.ok.gov.