

**§7082. Powers and duties of the State Civil Service Appeals Board**

The State Civil Service Appeals Board shall be an impartial board and: [PL 1985, c. 785, Pt. B, §38 (NEW).]

**1. Administer subchapter.** Shall administer this subchapter. In exercising its authority, the board may adopt policies and procedures to administer this subchapter. The appeals board shall employ, subject to the Civil Service Law, assistants as may be necessary to carry out this subchapter; [PL 1985, c. 785, Pt. B, §38 (NEW).]

**2. Adopt rules.** Shall adopt rules necessary to effectuate the purposes of this subchapter; [PL 1985, c. 785, Pt. B, §38 (NEW).]

**3. Report.** Shall report biennially to the Governor and Legislature facts and recommendations relating to the administration and needs of the board; [PL 1985, c. 785, Pt. B, §38 (NEW).]

**4. Mediate grievances and disputes.** May mediate the final settlement of all grievances and disputes between individual state employees, both classified and unclassified, and their respective state agencies. All complaints between a state employee and the state agency by which the state employee is employed must be made and heard in the manner provided by this chapter for the mediation and settlement of the complaints. During the procedure for settlement, an employee may be represented at each step by a designated representative. The decision of the appeals board is final and binding upon the state agency and state employees involved in the dispute and supersedes any prior action taken by the state agency with reference to the employment and working conditions of the employees.

A. In the course of an investigation under this chapter, any member of the appeals board may subpoena and require the attendance of witnesses and the production thereby of books, papers, public records and other documentary evidence pertinent to that investigation. In the case of the refusal of a person to comply with a subpoena issued under this subsection or to testify to any matter regarding which that person may be lawfully interrogated, the Superior Court in any county on application of any one of the members of the board may issue an order requiring that person to comply with the subpoena and to testify. Any failure to obey the order of the court may be punished by the court as a contempt of the court; and [RR 2023, c. 2, Pt. B, §72 (COR).]  
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**5. Hear appeals.** May hear appeals in accordance with this subchapter. Except where otherwise provided by a governing bargaining agreement, any employee or appointing authority aggrieved by the determination of the State Human Resources Officer concerning the classification of positions, the allocation of new positions or the reallocation of existing positions in the classified service may appeal from the determination to the State Civil Service Appeals Board. The appeal must be made within 30 days after receipt of written notice of the determination from the officer. The employee or appointing authority, or the employee's or appointing authority's representative, must be afforded a public hearing before the appeals board. The appeals board shall examine and review the appeal and, upon the vote of at least 3 of its members, make changes in such classification, allocation or reallocation as may be just and equitable. Determinations of the appeals board must be transmitted to the State Budget Officer, the State Human Resources Officer and the employees and department heads affected by the determinations.

A. Any classification of a position and any allocation or reallocation of a position made by the officer or the appeals board pursuant to this section becomes effective on the first day of the fiscal year following approval by the State Budget Officer and the appropriation of funds for the classification, except that the State Budget Officer may, if the State Budget Officer determines that sufficient funds exist, authorize an effective date prior to the first day of the ensuing fiscal year. [RR 2023, c. 1, Pt. B, §47 (COR); RR 2023, c. 1, Pt. B, §50 (AFF).]

B. Any request for classification of positions, the allocation of new positions or the reallocation of existing positions in the classified service or the unclassified service must be processed by the officer and the officer's determination made within 25 days from the date of filing the request with the Bureau of Human Resources. Any employee or appointing authority that is a party to the request may appeal to the appeals board within 10 days after the expiration of the 25 days allotted for the process of the requests for hearing and review. The appeals board shall examine and review the appeal and make such changes as provided in this section. The appeals board's decision in the appeal must be given within 30 days after the hearing on the appeal has been concluded. [RR 2023, c. 1, Pt. B, §47 (COR); RR 2023, c. 1, Pt. B, §50 (AFF).]

C. A hearing before the appeals board is an adjudicatory proceeding under the Maine Administrative Procedure Act, chapter 375, and must be held in accordance with chapter 375, subchapter 4. [RR 2023, c. 1, Pt. B, §47 (COR); RR 2023, c. 1, Pt. B, §50 (AFF).]  
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#### SECTION HISTORY

PL 1985, c. 785, §B38 (NEW). RR 2023, c. 1, Pt. B, §47 (COR). RR 2023, c. 1, Pt. B, §50 (AFF). RR 2023, c. 2, Pt. B, §72 (COR).

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