



**OKLAHOMA**  
Office of Management  
& Enterprise Services

**AAA Memo: HCM 2021-14**

**Date: Dec. 16, 2021**

**To:** All Appointing Authorities

**From:** Jake Smith, HCM Administrator

**Re:** Mediation Training for State Employee Dispute Resolution Program

In accordance with HB 1146, the Office of Management and Enterprise Service has created a new division, Civil Service Division. The CSD is tasked with establishing and maintaining the State Employee Dispute Resolution services for state agencies and state employees.

The CSD is sponsoring a mediation training session for its new State Employee Dispute Resolution Program. Phil Johnson of the Supreme Court of Oklahoma will be facilitating the 2-day training. **If you would like to volunteer to become a mediator with the CSD's programs, please complete the [Mediator Application](#).** If selected, Initial Mediation training for new mediators will be conducted February 8 – 9, 2022, at OMES located at 3115 N. Lincoln Blvd, Oklahoma City, OK.

**If you are a certified mediator or have attended the initial mediation training course and would like to participate in the CSD's program, please complete the [CSD mediation application](#). Mediators will be facilitating progressive discipline issues.**

OMES created [these FAQs](#) and this [one-page overview](#) regarding the rule changes. 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](#).

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.](#)

If you are interested in volunteering and would like more information, please contact Patti Ormerod at 405-522-3040 or [civilservicedivision@omes.ok.gov](mailto:civilservicedivision@omes.ok.gov).