

MATTHEW G. BEVIN
GOVERNOR



THOMAS B. STEPHENS
SECRETARY

501 HIGH STREET, 3RD FLOOR
FRANKFORT, KENTUCKY 40601
PHONE: (502) 564-7571
FAX (502) 564-1823
HTTPS://PERSONNEL.KY.GOV

MEMORANDUM

PERSONNEL MEMO 19-12

TO: Constitutional Officers
Cabinet Secretaries
Agency Heads
HR Administrators

FROM: Thomas B. Stephens, Secretary

TBS

DATE: September 9, 2019

RE: Personnel Cabinet's Employee Performance Evaluation/Management System Regulations (101 KAR 2:180, 101 KAR 2:190)

As you may be aware, the Personnel Cabinet is taking steps to transition KRS Chapter 18A employee evaluations from a written to an electronic process. This process required amendments to the current evaluation regulation (101 KAR 2:180). Specifically, please be advised that 101 KAR 2:180 has been amended to state that it "shall be effective until completion of 2019 performance year activities." With this amendment, once agencies have concluded 2019 performance year activities, this regulation will cease to apply to evaluations.

For all evaluations that begin January 1, 2020, a new regulation has been promulgated which became effective on September 6, 2019. The new regulation, [101 KAR 2:190](#), Employee Performance Management System, should be reviewed in detail, as it varies significantly from the former regulation ([101 KAR 2:180](#)) and includes revised terminology, a revised process to accommodate the new electronic evaluation system, and a provision that now allows agencies the option to conduct evaluations for unclassified employees in KRS Chapter 18A federally funded time-limited or grant funded time-limited positions.

Please direct questions to Mary Elizabeth Bailey, Commissioner, Department of Human Resources Administration, at MaryE.Bailey@ky.gov, or Rosemary Holbrook, Executive Director, Office of Legal Services, at RosemaryG.Holbrook@ky.gov.