

(3) Permit employees to participate in the pension and retirement systems for employees of the State of Maryland authorized under Division II of the State Personnel and Pensions Article or any other pension and retirement systems authorized by law.

(d) (1) The Secretary shall adopt regulations to govern the human resources management system established under this section.

(2) The regulations shall address procedures for leave, appointment, hiring, promotion, layoff, removal, termination, redress of grievances, and reinstatement of employees and shall be presented to the Joint Committee on Administrative, Executive, and Legislative Review under Title 10, Subtitle 1 of the State Government Article.

(3) THE REGULATIONS SHALL PROVIDE THAT BEFORE TAKING ANY DISCIPLINARY ACTION RELATED TO EMPLOYEE MISCONDUCT, AN APPOINTING AUTHORITY OR DESIGNATED REPRESENTATIVE SHALL:

(I) INVESTIGATE THE ALLEGED MISCONDUCT;

(II) MEET WITH THE EMPLOYEE;

(III) CONSIDER ANY MITIGATING CIRCUMSTANCES;

(IV) DETERMINE THE APPROPRIATE DISCIPLINARY ACTION, IF ANY, TO BE IMPOSED; AND

(V) GIVE THE EMPLOYEE A WRITTEN NOTICE OF THE DISCIPLINARY ACTION TO BE TAKEN AND THE EMPLOYEE'S APPEAL RIGHTS.

(4) (I) THE REGULATIONS SHALL PROVIDE THAT THE APPOINTING AUTHORITY OR DESIGNATED REPRESENTATIVE MAY SUSPEND AN EMPLOYEE, WITH OR WITHOUT PAY, PENDING THE FILING OF CHARGES FOR ~~REMOVAL~~ TERMINATION.

(II) IF AN EMPLOYEE IS SUSPENDED WITHOUT PAY, THE APPOINTING AUTHORITY OR DESIGNATED REPRESENTATIVE SHALL PROVIDE TO THE SECRETARY THE CHARGES FOR ~~REMOVAL~~ TERMINATION WITHIN ~~14~~ 30 CALENDAR DAYS AFTER THE FIRST DAY OF THE SUSPENSION PERIOD.

(III) IF THE APPOINTING AUTHORITY OR DESIGNATED REPRESENTATIVE FILES THE CHARGES FOR ~~REMOVAL~~ TERMINATION AFTER THE ~~14-DAY~~ 30-DAY PERIOD DESCRIBED IN SUBPARAGRAPH (II) OF THIS PARAGRAPH, THE EMPLOYEE SHALL BE PLACED ON LEAVE WITH PAY UNTIL THE SECRETARY RECEIVES THE CHARGES.

(5) THE REGULATIONS SHALL PROVIDE THAT AN APPOINTING AUTHORITY OR A DESIGNATED REPRESENTATIVE AND AN EMPLOYEE MAY AGREE TO THE HOLDING IN ABEYANCE OF A DISCIPLINARY ACTION FOR A PERIOD NOT TO EXCEED 18 MONTHS IN ORDER TO PERMIT AN EMPLOYEE TO IMPROVE CONDUCT OR PERFORMANCE.