



AGENDA
STATE CIVIL SERVICE COMMISSION
GENERAL BUSINESS MEETING
WEDNESDAY, FEBRUARY 5, 2025
9:00 A.M.

BYRON P. DECOTEAU, JR.
DIRECTOR

LOUISIANA PURCHASE ROOM, SUITE 1-100, FIRST FLOOR, CLAIBORNE BUILDING, 1201 NORTH THIRD STREET, BATON ROUGE, LOUISIANA

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<https://youtube.com/live/S1FJ5AqyrKU>

- Roll Call
 - Opportunity for Public Comment (No Attachment)
- 1) **Election of Officers:** Chairman and Vice Chairman (No Attachment)
 - 2) Consideration of the **Minutes** of the Commission meeting held December 3, 2024 and December 4, 2024.
 - 3) **Public Hearing** to consider proposed changes to Civil Service Rule 18.15 and the addition of Rule 18.17 (Details contained in General Circular No. 2024-061).
 - Public Comments
 - 4) **Public Hearing** to consider proposed changes to the Classification and Pay Plan (details contained in General Circular Number 2025-003)—Exhibit A
 - Public Comments
 - 5) **Public Hearing** to consider proposed changes to the Classification and Pay Plan (details contained in General Circular Number 2025-003)—Exhibits B-F
 - Public Comments
 - 6) Request of the **Division of Administration** to establish or amend Special Entrance Rate policies for accounting job titles for the following sixty-five (65) personnel areas within the Executive Branch:
 - Department of Children and Family Services - Office of Children and Family Services
 - Department of Energy and Natural Resources - Office of Conservation
 - Department of Energy and Natural Resources - Office of the Secretary
 - Department of Environmental Quality
 - Department of Public Safety and Corrections, Corrections Services - Administration
 - Department of Public Safety and Corrections, Corrections Services - Adult Probation and Parole
 - Department of Public Safety and Corrections, Corrections Services - Allen Correctional Center
 - Department of Public Safety and Corrections, Corrections Services - David Wade Correctional Center
 - Department of Public Safety and Corrections, Corrections Services - Dixon Correctional Institute

- Department of Public Safety and Corrections, Corrections Services - Elayn Hunt Correctional Center
- Department of Public Safety and Corrections, Corrections Services - Louisiana Correctional Institute for Women
- Department of Public Safety and Corrections, Corrections Services - Louisiana State Penitentiary
- Department of Public Safety and Corrections, Corrections Services - Prison Enterprises
- Department of Public Safety and Corrections, Corrections Services - Rayburn Correctional Center
- Department of Public Safety and Corrections, Corrections Services - Raymond Laborde Correctional Center
- Department of Public Safety and Corrections, Public Safety Services - Louisiana Gaming Control Board
- Department of Public Safety and Corrections, Public Safety Services - Louisiana Highway Safety Comm
- Department of Public Safety and Corrections, Public Safety Services - Liquefied Petrol Gas Comm
- Department of Public Safety and Corrections, Public Safety Services - Office of Management and Finance
- Department of Public Safety and Corrections, Public Safety Services - Office of Motor Vehicles
- Department of Public Safety and Corrections, Public Safety Services - Office of State Fire Marshal
- Department of Public Safety and Corrections, Public Safety Services - Office of State Police
- Department of Public Safety and Corrections, Youth Services - Office of Juvenile Justice
- Department of Revenue
- Department of Transportation and Development - Administration
- Department of Transportation and Development - Engineering and Operations
- Department of Veterans Affairs
- Department of Veterans Affairs - Louisiana Veterans Home
- Department of Veterans Affairs - NE Louisiana Veterans Home
- Department of Veterans Affairs - NW Louisiana Veterans Home
- Department of Veterans Affairs - SE Louisiana Veterans Home
- Department of Veterans Affairs - SW Louisiana Veterans Home
- Department of Wildlife and Fisheries - Office of Fisheries
- Department of Wildlife and Fisheries - Office of Management and Finance
- Department of Wildlife and Fisheries - Office of Secretary
- Department of Wildlife and Fisheries - Office of Wildlife
- Executive Department, Coastal Protection and Restoration Authority
- Executive Department, Division of Administration
- Executive Department, Division of Administration - Federal Property Assistance Agency
- Executive Department, Division of Administration - Louisiana Property Assistance Agency
- Executive Department, Division of Administration - Louisiana Tax Commission
- Executive Department, Division of Administration - Office of Aircraft Services
- Executive Department, Division of Administration - Office of Group Benefits
- Executive Department, Division of Administration - Office of Risk Management
- Executive Department, Division of Administration - Office of State Procurement
- Executive Department, Division of Administration - Office of Technology Services
- Executive Department, Louisiana Commission on Law Enforcement and Administration of Criminal Justice
- Executive Department, Mental Health Advocacy Services
- Executive Department, Office of Elderly Affairs
- Executive Department, Office of Financial Institutions

- Executive Department, Office of Inspector General
- Executive Department, Office of State Public Defender
- Louisiana Department of Health - Aging and Adult Services
- Louisiana Department of Health - Developmental Disabilities Council
- Louisiana Department of Health - Louisiana Emergency Response Network
- Louisiana Department of Health - Medical Vendor Administration
- Louisiana Department of Health - Office for Citizens with Developmental Disabilities
- Louisiana Department of Health - Office of Behavioral Health
- Louisiana Department of Health - Office of Public Health
- Louisiana Department of Health - Office of the Secretary
- Louisiana Department of Health - Office of the Surgeon General
- Louisiana Department of Health - Office on Women’s and Community Health
- Louisiana Economic Development - Office of Business Development
- Louisiana Economic Development - Office of the Secretary
- Louisiana Workforce Commission - Workforce Support and Training

In addition, the **Division of Administration** requests to rescind Premium Pay policies for the above listed agencies that were previously approved by State Civil Service for recruiting and retention of accounting job titles.

7) Request of the **Office of the Governor** to establish on-going unclassified authority in accordance with State Civil Service Rule 4.1(d)2, by exempting all new appointments in the following job titles from the classified service effective July 1, 2025:

- Attorney 1
- Attorney 2
- Attorney 3
- Attorney 4
- Attorney Supervisor
- Attorney Deputy General Counsel 1
- Attorney Deputy General Counsel 2
- Attorney General Counsel 1
- Attorney General Counsel 2
- Attorney General Counsel 3
- Attorney – Regional
- Engineer 3
- Engineer 4
- Engineer 5
- Engineer 6
- Engineer 7
- Engineer 8
- Engineer 9
- Engineer 6 – DCL
- DOTD Deputy Chief Engineer
- DOTD Chief Engineer

- 8) Request of the **Department of Children and Family Services** to extend authority to exempt from the classified service, three (3) positions in the Offices of Emergency Services, in accordance with State Civil Service Rule 4.1(d) 2, effective February 4, 2025, through February 3, 2029.
 - 9) Request of the **Department of Energy and Natural Resources** to exempt from the classified service one (1) Deputy Director position, in accordance with State Civil Service Rule 4.1(d)2, effective February 5, 2025, through September 5, 2027.
 - 10) Request of the **Department of Transportation and Development** to extend authority to exempt from the classified service, six (6) positions in the Emergency Operations Section, in accordance with State Civil Service Rule 4.1(d)2, effective February 4, 2025, through February 3, 2029.
 - 11) Request of the **Southeast Louisiana Flood Protection Authority-East** to exempt from the classified service one (1) Special Assistant position, in accordance with State Civil Service Rule 4.1(d)2, effective February 5, 2025, through February 4, 2029.
 - 12) Request of the **Louisiana Department of Agriculture and Forestry** to extend the Job Appointment of Phillip Elliott, Laborer, in accordance with State Civil Service Rule 23.5(a), effective January 25, 2025, through January 24, 2026.
 - 13) Request of the **Department of Public Safety and Corrections, Public Safety Services-Office of State Police**, to amend a Special Entrance Rate policy for the Investigative Specialist job titles in accordance with State Civil Service Rule 6.5(b), effective February 5, 2025.
 - 14) Request of **State Civil Service** to ratify the Director's authorization of Special Entrance Rates in accordance with State Civil Service Rule 6.5(b).
 - 15) Report on **State Civil Service** Rule 6.16(a), Premium Pay policies, up to \$2.00 per hour, for all hours worked, approved under the Director's delegated authority.
 - 16) Consideration of a motion to grant the Chairman of the State Civil Service Commission the authority to conduct the **Calendar Year 2025** Performance Planning session, on behalf of the Commission, of the:
 - State Civil Service Director
 - State Examiner of the Municipal Fire and Police Civil Service(No attachment)
- Director's Report
 - Consideration of a motion to *recess/adjourn* for Executive Session to consider Applications for Review of Civil Service Appeals and to discuss Personnel Matters. (All Commissioners to verbally vote.)

State Civil Service recommends a representative of your agency be at the meeting to answer any questions the Commission may have regarding your agenda item(s). For individuals wishing to publicly address the Commission, you are asked to sign-up at the beginning of the meeting or contact Jennifer Roche at jennifer.roche@la.gov or 225-342-8272.

If you have a disability and require an accommodation to participate in this meeting, please contact Jennifer Roche at jennifer.roche@la.gov or 225-342-8272 to discuss your accessibility needs.