



AGENDA  
STATE CIVIL SERVICE COMMISSION  
GENERAL BUSINESS MEETING  
THURSDAY, MARCH 7, 2024  
9:00 A.M.

BYRON P. DECOTEAU, JR.  
DIRECTOR

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

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<https://www.youtube.com/watch?v=oGvjL-6xJqw>

- Roll Call
  - Opportunity for Public Comment (No Attachment)
- 1) Consideration of the **Minutes** of the Commission meeting held January 10, 2024.
  - 2) Request of **State Civil Service** to ratify the Director's interim approval for authority under provisions of State Civil Service Rule 4.1(d)1, for an additional 88 hours to be worked within the 12-month appointment period for one (1) incumbent, Chandler Hegwood, at the Department of Treasury, effective February 7, 2024.
  - 3) Request of the **Department of Treasury** for authority under the provisions of State Civil Service Rule 4.1(d)1, to allow one (1) incumbent, Chandler Hegwood, appointed to a 4.1(d)1 Program Manager position to work up to 2,080 hours in a 12-month appointment period and to allow the reappointment of the incumbent who previously exceeded the 1,245 hours in a 12-month appointment period, effective February 7, 2024.
  - 4) Request of the **Department of Transportation and Development** to exempt from the classified service one (1) Planner position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through February 3, 2025.
  - 5) Request of the **Department of Transportation and Development** to extend authority to exempt from the classified service one (1) Special Assistant position, in accordance with State Civil Service Rule 4.1(d)2, effective April 7, 2024 through April 6, 2028.
  - 6) Request of the **Department of Transportation and Development** to exempt from the classified service one (1) Special Projects Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through March 6, 2028.
  - 7) Request of the **Department of Transportation and Development** to extend authority to exempt from the classified service one (1) Special Projects Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective April 7, 2024 through April 6, 2028.
  - 8) Request of the **Department of Treasury** to extend authority to exempt from the classified service one (1) Director position, in accordance with State Civil Service Rule 4.1(d)2, effective April 4, 2024 through April 3, 2028.

- 9) Request of the **Louisiana Department of Agriculture and Forestry** to extend authority to exempt from the classified service, one (1) Deputy Chief of Staff position, in accordance with State Civil Service Rule 4.1(d)2, effective March 4, 2024 through March 3, 2028.
- 10) Request of the **Louisiana Department of Health, Medical Vendor Administration** to extend authority to exempt from the classified service one (1) Executive Director position, in accordance with State Civil Service Rule 4.1(d)2, effective March 4, 2024 through March 3, 2028.
- 11) Request of the **Louisiana Department of Health, Medical Vendor Administration**, to extend authority to exempt from the classified service one (1) Special Projects Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective March 4, 2024 through March 3, 2028.
- 12) Request of the **Louisiana Department of Health, Office for Citizens with Developmental Disabilities-Pinecrest Supports and Services Center**, to exempt from the classified service one (1) Behavior Therapist position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through March 6, 2028.
- 13) Request of the **Louisiana Department of Veterans Affairs** to exempt from the classified service, one Director of Medical Services position, in accordance with State Civil Service Rule 4.1(d)2, effective February 7, 2024 through February 6, 2028.
- 14) Request of the **Louisiana Educational Television Authority/Louisiana Public Broadcasting** to extend authority to exempt from the classified service, three Mass Communication Specialist positions, one (1) Deputy Director, and one (1) Director position, in accordance with State Civil Service Rule 4.1(d)2, effective January 8, 2024 through January 7, 2028.
- 15) Request of the **Louisiana Public Defender Board** to extend authority to exempt from the classified service, two (2) Compliance Officer positions, in accordance with State Civil Service Rule 4.1(d)2, effective February 3, 2024 through February 2, 2028.
- 16) Request of **Louisiana Secretary of State, Department of State**, to exempt from the classified service, one (1) Director position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through March 6, 2028.
- 17) Request of **Louisiana State Board of Nursing** to exempt from the classified service one (1) Executive Counsel position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through March 6, 2028.
- 18) Request of the **Port of New Orleans** to exempt from the classified service one (1) Manager position, in accordance with State Civil Service Rule 4.1(d)2, effective March 7, 2024 through January 31, 2025.
- 19) Request of the **Southeast Louisiana Flood Protection Authority-East** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective February 7, 2024.
- 20) Request of the **University of Louisiana at Lafayette** to establish a Perquisites policy in accordance with State Civil Service Rule 6.3.1, effective February 7, 2024.
- 21) Request of the **Pontchartrain Levee District**, in accordance with State Civil Service Rule 21.8(b) and 21.9(d), to pay non-exempt and exempt employees at the time and one-half rate, effective April 1, 2024 through December 31, 2024.

- 22) Request of **Louisiana State University, Health Sciences Center-New Orleans** to establish a Special Entrance Rate policy for the Dental Assistant 1 job title in accordance with State Civil Service Rule 6.5(b), effective March 7, 2024.
  - 23) Request of the **South Central Louisiana Human Services Authority** to amend its Premium Pay policy for various job titles in accordance with State Civil Service Rule 6.16(a), effective March 7, 2024.
  - 24) Compliance Audit Quarterly Report Presentation
    - Louisiana Housing Corporation
    - Capital Area Human Services District
    - Central Louisiana Human Services District
    - McNeese State University
    - University of Louisiana-Lafayette
    - University of Louisiana-Monroe
    - Louisiana State Licensing Board for Contractors
    - University of New Orleans
    - Southeastern Louisiana University
    - Sabine River Authority
    - Acadiana Area Human Services District
  - 25) 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).
  - 26) Report on State Civil Service Rule 6.16(a), Premium Pay policies, up to \$2.00 per hour, approved under the Director's delegated authority.
- 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](mailto:jennifer.roche@la.gov) or 225-342-8272.**