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May 21, 2020

NOTICE OF HEARING

BRENT C. FREDERICK

for the

STATE CIVIL SERVICE COMMISSION

**Department of Health & Hospitals
Office of Public Health- Metropolitan Region I
Benson Towers
1450 Poydras St.
18th Floor Conference Room 1800
New Orleans, LA 70112
(504) 568-8120**

THURSDAY, SEPTEMBER 17, 2020

10:00 a. m. Public hearing of the appeal of **MARK MALOUSE vs. LOUISIANA DEPARTMENT OF HEALTH-OFFICE OF PUBLIC HEALTH, DOCKET NO. S-18570**. Keith Credo, Sr. is representing the employee; and Gina Recasner is representing the agency.

cc: Mark Malouse
Keith Credo, Sr.
Lauren Guttzeit
Gina Recasner
Tonya Joiner

AP:BCF:kap

NOTE: ANY EVIDENCE NEEDING TO BE SUBMITTED ELECTRONICALLY, NEEDS TO BE SUBMITTED ON A JUMP DRIVE.

Instructions: Subpoenas are issued in accordance with Civil Service Rule 13.21. The request for subpoenas shall contain: 1) the names of the witnesses; 2.) the street addresses where the witnesses can be served (if a formal subpoena) or the agency where the witness is employed, if a state employee; and 3) a brief statement of what is intended to be proved by each witness.

In your subpoena request please list all State employees by agency, and then list all formal requests by name, and address where the person may be served.

A continuance (postponement) of the hearing will only be granted based on a **written motion and accompanying order, with documents attached supporting the reason you are requesting a continuance**. It will only be granted for compelling cause or to serve the ends of justice. Obtaining an attorney at the last minute is not good cause. If you are given a continuance and your appeal is ultimately granted, the Commission or the Referee may deny you any compensation for that portion of time lost by reason of the continuance. See Rule 13.18.

NOTE: We accept all filings by fax to 225-342-8058 and by email to dscs.appeals@la.gov