



BYRON P. DECOTEAU, JR.
DIRECTOR

MINUTES/ACTIONS

AGENDA

STATE CIVIL SERVICE COMMISSION

GENERAL BUSINESS MEETING

WEDNESDAY, APRIL 4, 2018

9 A.M.

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

- Roll Call

THE STATE CIVIL SERVICE COMMISSION CONVENED ITS MONTHLY GENERAL BUSINESS MEETING AT 9:03 A.M. ON WEDNESDAY, APRIL 4, 2018. PRESENT WERE CHAIRMAN DAVID DUPLANTIER, COMMISSIONERS JOHN MCLURE, G. LEE GRIFFIN, C. PETE FREMIN AND JO ANN NIXON. VICE-CHAIRMAN D. SCOTT HUGHES AND COMMISSIONER RONALD CARRERE WERE ABSENT.

- Opportunity for Public Comment (No Attachment)
NO REQUESTS RECEIVED FROM THE PUBLIC TO ADDRESS THE COMMISSION.

ON MOTION DULY MADE, SECONDED, AND PASSED; THE COMMISSION TOOK THE SPECIFIED ACTION AS LISTED FOR EACH OF THE REQUESTS LISTED BELOW:

- 1) **10:00 A.M.** Hearing on Motion to Dismiss Appeal for non-payment of cost. **KERBERT NEWTON VS. CIVIL SERVICE APPEALS, DOCKET NO. S-17964.** The respondent is self-represented and Marty Mansfield is representing the agency. **THE COMMISSION GRANTED THE MOTION TO DISMISS WITH PREJUDICE.**
- 2) Request from the Louisiana Department of Health – Office of Aging and Adult Services to extend the job appointment of Kristy Coppock, Program Manager 1-B – DHH, in accordance with State Civil Service Rule 23.5(a), effective April 28, 2018 through September 30, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 3) Request from the Louisiana Department of Health – Office of Behavioral Health – Eastern Louisiana Mental Health System to extend the authority to exempt from the classified service, one (1) Liaison Officer, in accordance with State Civil Service Rule 4.1(d)2, effective April 2, 2018 through April 1, 2022. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 4) Request from the Department of the Treasury to exempt from the classified service one (1) Liaison Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective April 4, 2018 through April 3, 2022. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 5) Consideration of the Minutes of the Commission Meeting held on March 7, 2018. **THE MINUTES WERE APPROVED BY THE COMMISSION AS WRITTEN.**

- 6) Monthly Contract Review Report **DIRECTOR DECOTEAU PROVIDED A SUMMARY OF CONTRACTS REVIEWED BY THE DEPARTMENT FOR THE PERIOD OF FEBRUARY 17, 2018 THROUGH MARCH 13, 2018.**
- 7) Report on Evaluation Reports Issued
Human Resources Evaluation Reports:
- Louisiana State University
 - Raymond Laborde Correctional Center
- (Appearance by Melinda Robert of the Department of State Civil Service.) **REPORTS WERE PRESENTED TO THE COMMISSION BY MELINDA ROBERT.**
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- Director's Report **Byron P. Decoteau, Jr., Director**
 - ***Provided the Commission with an update of Legislative Items.***
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- **Consideration of a motion to *recess / adjourn* for Executive Session to consider review of Civil Service Appeals and to discuss personnel matters. (All Commissioners to verbally vote.) **ON MOTION DULY MADE, SECONDED, AND UNANIMOUSLY PASSED; THE COMMISSION AGREED TO ADJOURN FOR EXECUTIVE SESSION TO CONSIDER REVIEW OF CIVIL SERVICE APPEALS AND TO DISCUSS PERSONNEL MATTERS.****
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THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 9:17 A.M. ON WEDNESDAY, APRIL 4, 2018.

RESPECTFULLY SUBMITTED,

BYRON P. DECOTEAU, JR., DIRECTOR

DAVID DUPLANTIER, CHAIRMAN