



AGENDA
STATE CIVIL SERVICE COMMISSION
GENERAL BUSINESS MEETING
WEDNESDAY, DECEMBER 4, 2024
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/23yUXV5jUoA?feature=share>

- Roll Call
 - Opportunity for Public Comment (No Attachment)
- 1) **Public Hearing** to consider proposed changes to the Classification and Pay Plan (Details contained in General Circular No. 2024-056)
 - Public Comments
 - 2) **Public Hearing** to consider proposed amendments to Civil Service Rule 13.50: Alternative Dispute Resolution, and the Repeal of Civil Service Rule 13.51 (Details contained in General Circular No. 2024-051)
 - Public Comments
 - 3) Request of the **Department of Public Safety - Office of the State Fire Marshal – Fire Emergency Training Academy** for authority under the provisions of State Civil Service Rule 4.1(d)1, to allow Michael Dragon, unclassified WAE Instructor, to work up to 2,080 hours in a 12-month appointment period and to allow reappointment after exceeding the 1,245 hours in a 12-month appointment period, effective December 4, 2024.
 - 4) Request of the **Department of Public Safety - Office of the State Fire Marshal – Fire Emergency Training Academy** for authority under the provisions of State Civil Service Rule 4.1(d)1, to allow James Noland, unclassified WAE Instructor, to work up to 2,080 hours in a 12-month appointment period and to allow reappointment after exceeding the 1,245 hours in a 12-month appointment period, effective December 4, 2024.
 - 5) Request of the **Department of Energy and Natural Resources**, to exempt from the classified service, one (1) Special Project Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective December 4, 2024, through December 3, 2028.
 - 6) Request of the **Louisiana Housing Corporation** to exempt from the classified service one (1) Chief Fiscal Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective December 4, 2024, through December 3, 2028.
 - 7) Request of the **Louisiana Secretary of State, Department of State** to extend authority to exempt from the classified service one (1) Liaison Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective February 3, 2025, through February 2, 2029.

- 8) Request of the **Port of New Orleans** to extend authority to exempt from the classified service twenty (20) positions and authority to exempt one (1) new position, in accordance with State Civil Service Rule 4.1(d) 2, effective February 1, 2025, through January 31, 2029.
- 9) Request of the **Department of Public Safety and Corrections, Corrections Services**, to amend a Special Entrance Rate Policy for Corrections Officer job titles in accordance with State Civil Service Rule 6.5(b), effective January 1, 2025.
- 10) Request of the **Louisiana Department of Veterans Affairs** to amend a Special Entrance Rate policy for the Veterans Assistance Counselor job series in accordance with State Civil Service Rule 6.5(b), effective December 4, 2024.
- 11) Request of the **Louisiana Department of Veterans Affairs** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 12) Request of the **Louisiana Physical Therapy Board** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 13) Request of the **Louisiana Veterans Home** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 14) Request of the **Northeast Louisiana Veterans Home** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 15) Request of the **Northwest Louisiana Veterans Home** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 16) Request of the **Southeast Louisiana Veterans Home** to establish its Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 17) Request of the **Southwest Louisiana Veterans Home** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective December 4, 2024.
- 18) Request of the **Louisiana Physical Therapy Board** to establish an Optional Pay policy in accordance with State Civil Service Rule 6.16.2, effective December 4, 2024.
- 19) Request of the **Louisiana State University Health Care Services Division** to amend an Optional Pay policy in accordance with State Civil Service Rule 6.16.2, effective November 4, 2024.
- 20) Request of the **Department of Youth Services, Office of Juvenile Justice**, establish a Premium Pay policy for Probation and Parole Officer-Juvenile job titles in accordance with State Civil Service Rule 6.16(a), effective December 4, 2024, through December 31, 2025.
- 21) Request of **Nicholls State University** to establish an Attainment of Advanced Degree policy in accordance with State Civil Service Rule 6.16(h), effective December 4, 2024.
- 22) Request from **LSU Health Sciences Center New Orleans**, in accordance with State Civil Service Rule 11.1(b), to define an alternate workweek for affected positions in their University Police Department effective December 9, 2024.

- 23) Request of the **Division of Administration** to extend their overtime policy to pay all non-exempt and exempt employees at the time and one-half rate for emergency situations, in accordance with State Civil Service Rules 21.8(b) and 21.9(d), effective January 1, 2025.
- 24) Compliance Audit Quarterly Report Presentation
- Southern University-Shreveport
 - LSU Health Sciences Center-Shreveport
 - Louisiana Department of Veterans Affairs
 - Louisiana State University-Eunice
 - Southeast Louisiana Veterans Home
 - Louisiana Public Service Commission
 - Louisiana Veterans Home
 - Lake Charles Housing Authority
 - Louisiana Department of Insurance
 - Louisiana State University-Alexandria
 - Louisiana State Board of Cosmetology
 - State Civil Service
 - Louisiana Commission on Law Enforcement
 - Imperial Calcasieu Human Services Authority
 - Louisiana Department of Revenue
 - Northwest Louisiana Veterans Home
- 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 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.