



AGENDA
STATE CIVIL SERVICE COMMISSION
GENERAL BUSINESS MEETING
TUESDAY, JULY 23, 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://www.youtube.com/watch?v=stKFdddDda0>

- Roll Call
 - Opportunity for Public Comment (No Attachment)
- 1) Consideration of the **Minutes** of the Commission meeting held June 5, 2024.
 - 2) Request for **Commission Approval of Suspension Pending Criminal Proceedings of Kirk Templeton** by the Department of Public Safety and Corrections—Corrections Services.
 - 3) **Public Hearing** to consider proposed changes to the Classification and Pay Plan. (Details contained in General Circular Number 2024-030 and General Circular Number 2024-027)
 - Public Comments
 - 4) **Public Hearing** to consider Proposed Amendments to Civil Service Rules 11.36(f)1(1) and 11.36(f)2, and Adoption of Civil Service Rule 11.36(g)9. (Details contained in General Circular Number 2024-028)
 - Public Comments
 - 5) Request of the **Louisiana Department of Health (LDH)-Office of Public Health (OPH)** to allow authority for all incumbents appointed to the Unclassified 4.1(d)1 Relief Worker positions to work up to 2,080 hours in a 12-month appointment period, and to allow the reappointment of incumbents who previously exceeded the 1,245 hours in a 12-month appointment period, retroactively, effective July 1, 2024 through June 30, 2025.
 - 6) Request of the **Department of Public Safety and Corrections, Corrections Services** to exempt from the classified service, one (1) Director of Medical Services position, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 24, 2028.
 - 7) Request of the **Department of Public Safety and Corrections, Public Safety Services, Office of State Fire Marshal**, to extend authority to exempt from the classified service one (1) Confidential Assistant position, in accordance with State Civil Service Rule 4.1(d)2, effective July 8, 2024 through July 7, 2028.
 - 8) Request of the **Department of Revenue** 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 July 13, 2024 through July 12, 2028.

- 9) Request of the **École Pointe-au-Chien** school to exempt from the classified service, one (1) Bus Driver position, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 22, 2028.
- 10) Request of the **Louisiana Department of Children and Family Services** to exempt from the classified service, one (1) Project Director position, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 22, 2028.
- 11) Request of the **Louisiana Department of Culture, Recreation, and Tourism, Office of the Secretary** to exempt from the classified service, one (1) Administrative Assistant position, two (2) Manager positions, and three (3) Director positions, in accordance with State Civil Service Rule 4.1(d)2, effective July 1, 2024 through June 30, 2028.
- 12) Request of the **Louisiana Department of Health, Office of the Surgeon General** to exempt from the classified service, one (1) Executive Assistant position in accordance with State Civil Service Rule 4.1(d)2, effective June 19, 2024 through June 18, 2028.
- 13) Request of the **Louisiana Department of Insurance** to exempt from the classified service one (1) Director position and three (3) Specialist positions, in accordance with State Civil Service Rule 4.1(d)2, effective July 1, 2024 through June 30, 2028.
- 14) Request of the **Louisiana Economic Development** to exempt from the classified service, four (4) Chief Executive Officer positions, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 22, 2028.
- 15) Request of the **Department of Youth Services-Office of Juvenile Justice** to exempt from the classified service, three (3) positions, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 22, 2028.
- 16) Request of the **Port of South Louisiana** to exempt from the classified service, three (3) Assistant Director positions, one (1) Chief Operating Officer position, and one (1) Manager position, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through September 6, 2026.
- 17) Request of the **Pennington Biomedical Research Center** to establish a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective July 3, 2024.
- 18) Request of **Louisiana State University Health Sciences Center-New Orleans** to establish a Perquisites policy in accordance with State Civil Service Rule 6.31., effective July 3, 2024.
- 19) Request of the **Lakefront Management Authority** for an Individual Pay Adjustment in the amount of \$383.20 biweekly for Mia Taylor, Administrative Program Specialist A, in accordance with State Civil Service Rule 6.16(c), effective April 15, 2024.
- 20) Request of the **Louisiana Economic Development** for an Individual Pay Adjustment in the amount of \$443.20 biweekly for Dawn Thibodeaux, Human Resources Director B, in accordance with State Civil Service Rule 6.16(c), effective May 13, 2024.
- 21) Request of the **Louisiana Workforce Commission** for nine (9) Individual Pay Adjustments for Workers' Compensation District Judge positions, in accordance with State Civil Service Rule 6.16(c), effective July 23, 2024.
- 22) Request of the **Crowley Housing Authority** to establish an Optional Pay policy in accordance with State Civil Service Rule 6.16.2, effective July 3, 2024.

- 23) Request of **Central Louisiana Human Services District (CLHSD)** to amend a Premium Pay policy for Professional Counselor job titles in accordance with State Civil Service 6.16(a), effective July 3, 2024.
 - 24) Request of the **Department of Public Safety and Corrections, Corrections Services**, to amend a Premium Pay policy at David Wade Correctional Center for Corrections ARDC job titles in accordance with State Civil Service Rule 6.16(a), effective July 3, 2024.
 - 25) Request of the **Department of Public Safety and Corrections, Public Safety Services, Office of State Police**, to amend a Premium Pay policy for DPS Police and Criminal Investigator job titles in accordance with State Civil Service Rule 6.16(a), effective April 3, 2024.
 - 26) Request of the **Louisiana Department of Health, Office of Behavioral Health-Headquarters**, to establish a Premium Pay policy for Psychologist job titles in accordance with State Civil Service Rule 6.16(a), effective July 3, 2024.
 - 27) Request of **Louisiana State University Health Sciences Center-New Orleans**, to establish a Premium Pay policy for Police job titles in accordance with State Civil Service Rule 6.16(a), effective August 1, 2024.
 - 28) Request of the **Louisiana Department of Wildlife and Fisheries**, to amend a Special Entrance Rate policy for the Wildlife Enforcement job titles in accordance with State Civil Service Rule 6.5(b).
 - 29) Request of the **Department of Energy and Natural Resources, Office of Conservation**, to pay non-exempt and exempt personnel who process expedited permits at the time and one-half rate, in accordance with State Civil Service Rules 21.8(b) and 21.9(d), effective August 1, 2024 through July 31, 2025.
 - 30) Request of the **Department of Energy and Natural Resources** to extend their overtime policy to pay all non-exempt and exempt Emergency Support Function positions at the time and one-half rate, in accordance with State Civil Service Rules 21.8(b) and 21.9(d), retroactively, effective July 10, 2024 through July 9, 2025.
 - 31) Request of the **Department of Public Safety and Corrections, Public Safety Services, Office of State Police**, 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 July 1, 2024 through June 30, 2025.
 - 32) Request of the **Division of Administration, Office of Community Development** for authority under the provisions of State Civil Service Rule 23.6(a) and (b), to allow Suzanne Bentley-Smith, classified WAE Community Development Program Specialist 3 to work an additional 56 hours within the 12-month appointment period, effective July 23, 2024.
 - 33) 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).
 - 34) 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* for Executive Session to consider Applications for Review of Civil Service Appeals, to discuss Personnel Matters, and to conduct the annual performance evaluation of the State Civil Service Director and the State Examiner of the Municipal Fire and Police Civil Service. (All Commissioners to verbally vote.)

- Upon reconvening from Executive Session, the Commission will hear the following items:
- 35) Consideration of a motion to approve Fiscal Year 2023-2024 Performance Evaluation of the:
 - State Civil Service Director
 - State Examiner of the Municipal Fire and Police Civil Service(No attachment)
 - 36) Consideration of a motion to grant the Chairman of the State Civil Service Commission the authority to conduct the Fiscal Year 2024-2025 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)
 - 37) Request of the **Department of Children and Family Services** to exempt from the classified service one (1) Chief of Staff position, in accordance with State Civil Service Rule 4.1(d)2, effective July 23, 2024 through July 22, 2028.
- Consideration of a motion to adjourn. (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.