



Byron P. Decoteau, Jr., Director

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GENERAL CIRCULAR NUMBER 2021-026

DATE: June 23, 2021

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Announcement of July 7, 2021 Pay Hearing

The State Civil Service Commission will hold a public hearing on Wednesday, July 7, 2021, to consider proposed changes to the Classification and Pay Plan. The hearing will begin at 9:00 a.m. and will be held in the Louisiana Purchase Room of the Claiborne Building, 1201 Third Street, Baton Rouge, Louisiana.

The Commission will consider the following Exhibits:

THE CHANGES TO THE PAY PLAN NOTED IN EXHIBIT (A) REQUIRE APPROVAL FROM BOTH THE STATE CIVIL SERVICE COMMISSION AND GOVERNOR PRIOR TO IMPLEMENTATION. THESE CHANGES WILL NOT BECOME EFFECTIVE UNLESS ADOPTED BY THE STATE CIVIL SERVICE COMMISSION AND APPROVED BY THE GOVERNOR.

EXHIBIT A: New Jobs Proposed for Addition to the Pay Plan (see attached)

THE CHANGES TO THE PAY PLAN NOTED IN EXHIBIT (B) REQUIRE APPROVAL FROM ONLY THE STATE CIVIL SERVICE COMMISSION PRIOR TO IMPLEMENTATION. THESE CHANGES WILL NOT BECOME EFFECTIVE UNLESS ADOPTED BY THE STATE CIVIL SERVICE COMMISSION.

EXHIBIT B: Jobs Proposed to be Abolished from the Pay Plan (see attached)

THE CHANGES TO THE PAY PLAN NOTED IN EXHIBIT (C) REQUIRE RATIFICATION OF ONLY THE STATE CIVIL SERVICE COMMISSION WITH PRIOR APPROVAL GIVEN BY THE STATE CIVIL SERVICE DIRECTOR.

EXHIBIT C: Ratification of Job Specification Changes (see attached).

Further supplements adding items to these Exhibits may be issued at the Commission Hearing.

Please review this proposal and furnish any comments that you consider pertinent by close of business July 2, 2021. If you would like to appear before the Commission to present your comments orally, you are invited to do so and are requested to notify Louisiana State Civil Service of such intentions in advance of the meeting. You may direct any comments regarding this proposal to State Civil Service Chief Operating Officer, Nicole Tucker, at Nicole.Tucker@la.gov or 225-342-8272.

Please post this General Circular prominently so that all employees will receive notice of this hearing. If any special accommodations are needed, please notify us prior to this meeting.

Sincerely,

s/Byron P. Decoteau, Jr.
State Civil Service Director

Exhibit requiring approval from both the State Civil Service Commission and the Governor prior to implementation:

**EXHIBIT A: NEW JOBS PROPOSED FOR ADDITION TO THE PAY PLAN
SINCE THE PAY HEARING ON JANUARY 6, 2021**

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
174120	PROCUREMENT ANALYST 1	AS	612	A2
174130	PROCUREMENT ANALYST 2	AS	613	A2
174140	PROCUREMENT ANALYST 3	AS	615	A2
174150	PROCUREMENT SPECIALIST	AS	616	A2
174160	PROCUREMENT SUPERVISOR	AS	617	A2
174170	PROCUREMENT PROGRAM MANAGER	AS	618	A2
174180	PROCUREMENT MANAGER	AS	620	A2
174190	PROCUREMENT DIRECTOR	AS	622	A2
174200	FERRYBOAT DECKHAND 1	WS	209	H4
174210	FERRYBOAT DECKHAND 2	WS	210	H4
174220	FERRYBOAT DECKHAND 3	WS	212	H4
174230	FERRYBOAT OPERATOR 1	WS	213	H4
174240	FERRYBOAT OPERATOR 2	WS	215	H4
174250	FERRYBOAT OPERATOR 3	WS	217	H4
174260	FERRYBOAT OPERATOR SENIOR	WS	219	H4
174270	FERRYBOAT OPERATIONS SUPERVISOR	WS	220	H4
174280	FERRYBOAT OPERATIONS MANAGER A	WS	221	H4
174290	FERRYBOAT OPERATIONS MANAGER B	WS	222	H4

Exhibit requiring approval of only the State Civil Service Commission prior to implementation:

**EXHIBIT B: JOBS PROPOSED TO BE ABOLISHED FROM THE PAY PLAN
SINCE THE PAY HEARING ON JANUARY 6, 2021**

JOB CODE	JOB TITLE
164990	PROCUREMENT DIRECTOR 1
165000	PROCUREMENT DIRECTOR 2
165010	PROCUREMENT DIRECTOR 3
165020	PROCUREMENT DIRECTOR 4 EXEMPT
165030	PROCUREMENT MANAGER 1 NON-EXEMPT
165040	PROCUREMENT MANAGER 1 EXEMPT
165050	PROCUREMENT MANAGER 2 NON-EXEMPT

JOB CODE	JOB TITLE
165060	PROCUREMENT MANAGER 2 EXEMPT
165070	PROCUREMENT SPECIALIST 1
165080	PROCUREMENT SPECIALIST 2
165090	PROCUREMENT SPECIALIST 3
165100	PROCUREMENT SPECIALIST 4 EXEMPT
103120	MARINE MECHANIC 1
103140	MARINE MECHANIC 2
102980	MARINE ENGINEER 1
146200	MARINE ENGINEER 2
103030	MARINE DECKHAND
143290	MARINE DECK/TOLL COLLECT
103150	MARINE OILER
103310	MARINE TRADES HELPER
103110	MARINE MASTER 1
102950	MARINE CHIEF ENGINEER
146210	MARINE MASTER 2
103070	MARINE MAINTENANCE SUPT 1
103090	MARINE MAINTENANCE SUPT 2
103100	MARINE MASTER 3
103180	MARINE OPERATIONS SUPT 1
148150	MARINE OPERATIONS SUPT 2

Exhibits requiring ratification of only the State Civil Service Commission with prior approval given by the State Civil Service Director for implementation:

EXHIBIT C: RATIFICATION OF JOB SPECIFICATION CHANGES

JOB CODE	JOB TITLE
163710	HOUSING FINANCE MANAGER