



**Byron P. Decoteau, Jr., Director**

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## GENERAL CIRCULAR NUMBER 2022-034

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**DATE:** August 22, 2022

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** Announcement of September 7, 2022 Pay Hearing

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The State Civil Service Commission will hold a public hearing on Wednesday, September 7, 2022, to consider proposed changes to the Classification and Pay Plan. The hearing will begin at 9 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) BELOW 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:** Proposed New Jobs for Addition to the Pay Plan (see attached).

**THE CHANGES TO THE PAY PLAN NOTED IN EXHIBIT (B) BELOW 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:** Proposed Jobs 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 us any comments that you consider pertinent by close of business September 2, 2022.** 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](mailto: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

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

**EXHIBIT A: PROPOSED NEW JOBS FOR ADDITION TO THE PAY PLAN  
SINCE THE PAY HEARING ON JULY 6, 2022**

JOB CODE	JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
175730	CYBER CRIME ANALYST 1	TS	318	F5
175740	CYBER CRIME ANALYST 2	TS	319	F5
175750	CYBER CRIME SENIOR ANALYST	TS	321	F5
175760	CYBER CRIME MANAGER	TS	322	F5

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

**EXHIBIT B: PROPOSED JOBS TO BE ABOLISHED FROM THE PAY PLAN  
SINCE THE PAY HEARING ON JULY 6, 2022**

JOB CODE	JOB TITLE
173510	INVESTIGATIVE SPECIALIST - TECHNICAL

**Exhibit 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	EFFECTIVE DATE
129460	PILED RIVER	7/8/2022
156010	DREDGE DECKHAND	7/8/2022
165650	CONSERVATION ENFORCEMENT SPECIALIST 1	7/12/2022
165660	CONSERVATION ENFORCEMENT SPECIALIST 2	7/12/2022
165670	CONSERVATION ENFORCEMENT SPECIALIST 3	7/12/2022
165680	CONSERVATION PROGRAM MANAGER	7/12/2022