



Byron P. Decoteau, Jr., Director

Post Office Box 94111
Baton Rouge, LA 70804-9111

225.342.8274

scsinfo@la.gov
civilservice.la.gov

GENERAL CIRCULAR NUMBER 2023-013

DATE: March 14, 2023

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: SCS Restructure 2023

Effective March 20, 2023, State Civil Service will implement a new set of divisions focused on specific subject matters and functions. These divisions are aimed at delivering effective and efficient consultation to state agencies to better serve the needs of our stakeholders: agency leaders and human resources community.

State Civil Service previously implemented the PODS model – Proactively Optimizing and Delivering Strategic Solutions – in March 2019. The PODS model intended for routine civil service matters and proactive solutions to be processed in one single integrated unit. These single units, known as PODS, were aimed at dedicating a group of SCS professionals to learn each agency’s individual mission, vision, goals, and workplace culture. Shortly after implementation of the PODS model, the COVID-19 health pandemic took over the state and changed how many state agencies operate, both internally with employees and externally for the public.

With the change of operations for state agencies came the change in the needs of state agencies, the needs of the workforce, the needs of the labor market, and the needs of how work is performed for the state. In order to respond efficiently to the needs of state agencies, SCS has created four distinct divisions: Talent Acquisition and Workforce Development, Compensation, SCS Operations, and HR Program Support. Under the new divisions, SCS will abolish the PODS model.

New SCS Divisions

Compensation

This division will be responsible for serving as a consultative partner with state agencies to determine appropriate strategies and solutions in meeting departmental classification and compensation objectives.

HR Program Support

This division will be responsible for providing guidance and resources to state employees, supervisors/managers, human resource professionals and agency leaders regarding Civil Service Rules, State and Federal Laws, and human resources policies and procedures.

SCS Operations

This division will serve as a centralized area for routine civil service matters including allocation of position descriptions and qualifying of applicants to classified jobs.

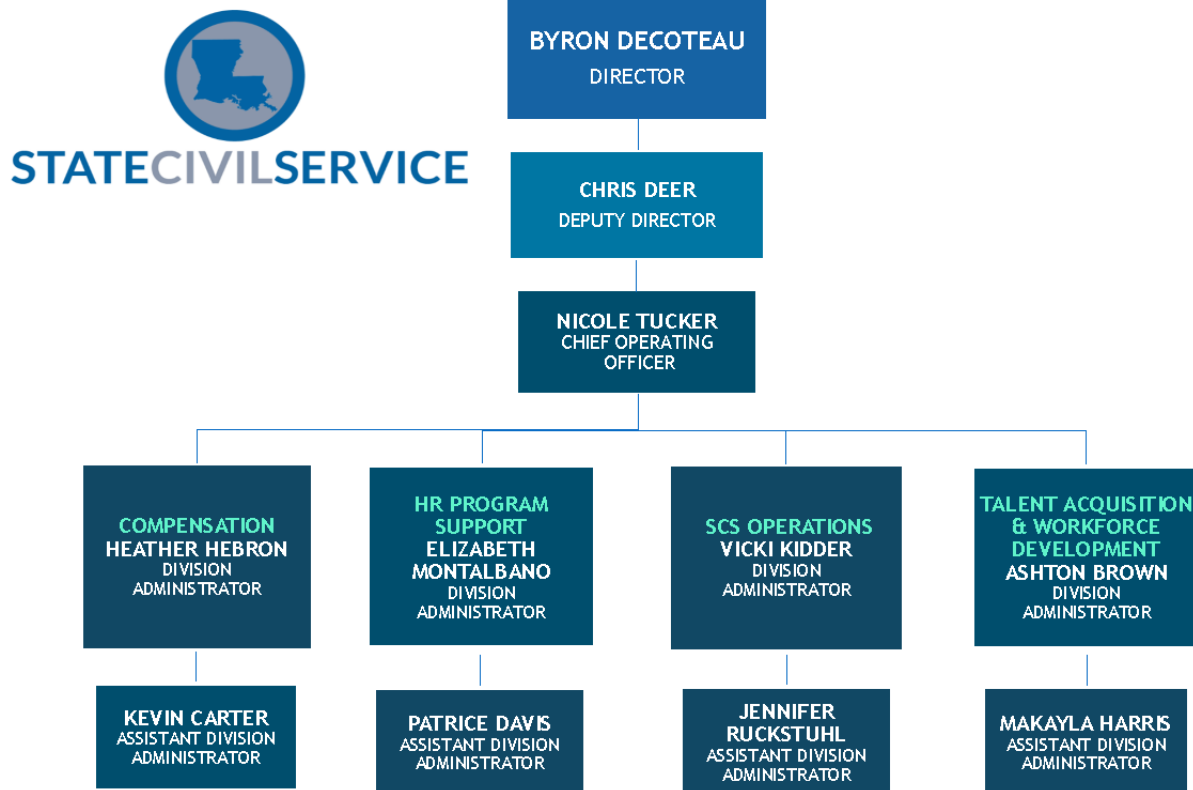
Talent Acquisition/ Workforce Development

This division will be responsible for acting as a resource to state agencies as it relates to recruiting and sourcing talent through job posting branding, talent assessments and efficient use of the current applicant tracking system.



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Each of the four divisions will be headed by a Division Administrator that will be responsible for overseeing and leading a team of subject matter experts relative to their specific function.



Learning, Performance and Culture

In addition to the four new divisions, SCS is happy to announce the rebranding of the Talent Development Division. Effective March 20th, the Talent Development Division will be known as the Learning, Performance and Culture (LPC) Division. This division continues to support SCS's mission by providing award-winning instructional design of web-based and instructor-led training materials delivered through the Comprehensive Public Training Program. With the upcoming statewide implementation of an electronic performance management system, SCS is committed to providing as many resources to state agencies to allow for a seamless and efficient transition to the new system. LPC will be responsible for developing all resources dedicated to the new performance management system and any ongoing resource development needed.

Along with technical training, LPC continues to work on embedding competency knowledge and the state's competency model in training programs, allowing learners and leaders to communicate and benchmark in an objective and common language about learning, development, and performance. A natural extension of this work results in an additional focus for the LPC division to provide consultation and resources to state agencies as it relates to integrating diversity, equity and inclusivity into the state workforce and state agency's mission and goals.

Upcoming HR Community Webinar

SCS will host a Human Resources Community Touchpoint on Tuesday, March 21, 2023 at 9:30 am to present the new divisions and speak to the various initiatives SCS plans to implement in the near future.

It is important that human resource professionals monitor forthcoming [General Circulars and SCS HR Notifications](#) for instructions on how to request and coordinate functions previously conducted through the PODS. Until March 20, 2023, we ask that you continue to follow existing procedures.

Should you have any questions prior to the Human Resources Community meeting, please contact SCS Chief Operating Officer [Nicole Tucker](#) at (225) 342-8264 or SCS Deputy Director [Chris Deer](#) at (225) 342-8272.

Sincerely,

s/Byron P. Decoteau
Director