



Byron P. Decoteau, Jr., Director

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GENERAL CIRCULAR NUMBER 2025-016

DATE: March 5, 2025

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Announcement of April 2, 2025 Pay Hearing

The State Civil Service Commission will hold a public hearing on Wednesday, April 2, 2025, 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) 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 Job to be Abolished from the Pay Plan (see attached).

Please review this proposal and furnish us with any comments that you consider pertinent by close of business on March 31, 2025.

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 by emailing SCSInfo@la.gov or by calling 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 State Civil Service 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: PROPOSED NEW JOBS FOR ADDITION TO THE PAY PLAN
SINCE THE PAY HEARING ON FEBRUARY 5, 2025**

JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
PARK TECHNICIAN A	WS	205	12
PARK TECHNICIAN B	WS	206	12
PARK TECHNICIAN C	WS	208	12
PARK TECHNICIAN SUPERVISOR	WS	210	12

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

**EXHIBIT B: PROPOSED JOB TO BE ABOLISHED FROM THE PAY PLAN
SINCE THE PAY HEARING ON FEBRUARY 5, 2025**

JOB CODE	JOB TITLE
115400	PARKS BUILDING AND GROUNDS ATTENDANT