



Byron P. Decoteau, Jr., Director

Post Office Box 94111
Baton Rouge, LA 70804-9111
225.342.8274
scsinfo@civilservice.la.gov
civilservice.la.gov

GENERAL CIRCULAR NUMBER 2025-043

DATE: October 8, 2025

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Announcement of November 5, 2025 Pay Hearing

The State Civil Service Commission will hold a public hearing on Wednesday, November 5, 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 North 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: Proposed New Jobs 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: Proposed Job Specification Changes to the Pay Plan (see attached).

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

EXHIBIT C: Ratification of Pay Plan Changes (see attached)

Please review this proposal and furnish us with any comments that you consider pertinent by the close of business on November 3, 2025.

If you would like to appear before the Commission to present your comments orally, you are invited to do so. You 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@civilservice.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 JULY 9, 2025**

JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
BUSINESS DEVELOPMENT DIRECTOR	AS	623	D2
WILDLIFE ENFORCEMENT INVESTIGATOR	PS	115	F5

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

**EXHIBIT B: PROPOSED JOB SPECIFICATION CHANGES TO THE PAY PLAN
SINCE THE PAY HEARING ON JULY 9, 2025**

JOB CODE	JOB TITLE
160160	BUSINESS DEVELOPMENT MANAGER
175990	BUSINESS DEVELOPMENT SUPERVISOR
133820	WILDLIFE ENFORCEMENT AGENT
173500	WILDLIFE ENFORCEMENT CORPORAL
133650	WILDLIFE ENFORCEMENT LIEUTENANT
157170	WILDLIFE ENFORCEMENT SENIOR AGENT
133690	WILDLIFE ENFORCEMENT SERGEANT

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 PAY PLAN CHANGES

JOB CODE	JOB TITLE	CHANGE TYPE	EFFECTIVE DATE
160970	ADMINISTRATIVE LAW JUDGE--ADVANCED	JOB SPEC	6/30/2025
169470	BEHAVIORAL HEALTH AREA DIRECTOR	JOB TITLE JOB SPEC	6/30/2025
165740	BEHAVIORAL HEALTH ASSISTANT REGIONAL ADMINISTRATOR	JOB TITLE JOB SPEC	6/30/2025

169490	BEHAVIORAL HEALTH CENTER MANAGER--A	JOB TITLE JOB SPEC	6/30/2025
169500	BEHAVIORAL HEALTH CENTER MANAGER--B	JOB TITLE JOB SPEC	6/30/2025
120600	BEHAVIORAL HEALTH CLINIC DIRECTOR	JOB TITLE JOB SPEC	6/30/2025
120590	BEHAVIORAL HEALTH CLINIC MANAGER	JOB TITLE JOB SPEC	6/30/2025
120610	BEHAVIORAL HEALTH INPATIENT FACILITY MANAGER	JOB TITLE JOB SPEC	6/30/2025
169510	BEHAVIORAL HEALTH PROGRAM DIRECTOR--A	JOB TITLE JOB SPEC	6/30/2025
121160	BEHAVIORAL HEALTH PROGRAM DIRECTOR--B	JOB TITLE JOB SPEC	6/30/2025
157150	BEHAVIORAL HEALTH REGIONAL ADMINISTRATOR	JOB TITLE JOB SPEC	6/30/2025
121570	BEHAVIORAL HEALTH REGIONAL DIRECTOR	JOB TITLE JOB SPEC	6/30/2025
157560	BEHAVIORAL HOSPITAL ADMINISTRATOR 1	JOB TITLE JOB SPEC	6/30/2025
157570	BEHAVIORAL HOSPITAL ADMINISTRATOR 2	JOB TITLE JOB SPEC	6/30/2025
166940	BEHAVIORAL HOSPITAL ADMINISTRATOR 3	JOB TITLE JOB SPEC	6/30/2025
157580	BEHAVIORAL HOSPITAL ASSOCIATE ADMINISTRATOR 1	JOB TITLE JOB SPEC	6/30/2025
157590	BEHAVIORAL HOSPITAL ASSOCIATE ADMINISTRATOR 2	JOB TITLE JOB SPEC	6/30/2025
166950	BEHAVIORAL HOSPITAL ASSOCIATE ADMINISTRATOR 3	JOB TITLE JOB SPEC	6/30/2025
156420	COMMUNITY DEVELOPMENT POLICY AND PROGRAM COORDINATOR	JOB SPEC	6/30/2025
172680	COMMUNITY SERVICE SUPERVISOR	JOB SPEC	6/30/2025
161450	CORRECTIONS ASSISTANT WARDEN 4	JOB SPEC	6/30/2025
124720	DENTAL HYGIENIST CLINICAL COORDINATOR	JOB SPEC	6/30/2025
141050	ENVIRONMENTAL IMPACT SPECIALIST 2	JOB SPEC	6/30/2025
141740	ENVIRONMENTAL IMPACT SPECIALIST 3	JOB SPEC	6/30/2025
154290	MEDICAID DEPUTY DIRECTOR	JOB SPEC	6/30/2025

154270	MEDICAID DIRECTOR	JOB SPEC	6/30/2025
169240	MEDICAID PROGRAM MONITOR	JOB SPEC	6/30/2025
163750	MEDICAID PROGRAM SPECIALIST	JOB SPEC	6/30/2025
169250	MEDICAID PROGRAM SUPERVISOR	JOB SPEC	6/30/2025
172870	MEDICAID REGIONAL ADMINISTRATOR	JOB SPEC	6/30/2025
163960	MEDICAL CERTIFICATION MANAGER 2	JOB SPEC	6/30/2025
163950	MEDICAL CERTIFICATION PROGRAM MANAGER	JOB SPEC	6/30/2025
171250	PHARMACIST 7	JOB SPEC	6/30/2025
169020	PHARMACIST 8	JOB SPEC	6/30/2025
169280	PROGRAM MANAGER 1--A--LDH	JOB TITLE JOB SPEC	6/30/2025
169290	PROGRAM MANAGER 1--B--LDH	JOB TITLE JOB SPEC	6/30/2025
169300	PROGRAM MANAGER 2--LDH	JOB TITLE JOB SPEC	6/30/2025
169310	PROGRAM MANAGER 3--LDH	JOB TITLE JOB SPEC	6/30/2025
169790	PROGRAM MANAGER 4--LDH	JOB TITLE JOB SPEC	6/30/2025
169320	PROGRAM MONITOR SUPERVISOR--LDH	JOB TITLE JOB SPEC	6/30/2025
169330	PROGRAM MONITOR--LDH	JOB TITLE JOB SPEC	6/30/2025
156710	PUBLIC HEALTH EPIDEMIOLOGIST	JOB SPEC	6/30/2025
156730	PUBLIC HEALTH EPIDEMIOLOGIST MANAGER	JOB SPEC	6/30/2025
170610	PUBLIC HEALTH EPIDEMIOLOGIST SPECIALIST	JOB SPEC	6/30/2025
156720	PUBLIC HEALTH EPIDEMIOLOGIST SUPERVISOR	JOB SPEC	6/30/2025
156700	PUBLIC HEALTH EPIDEMIOLOGIST TECHNICIAN 1	JOB SPEC	6/30/2025
166000	PUBLIC HEALTH EPIDEMIOLOGIST TECHNICIAN 2	JOB SPEC	6/30/2025
164520	PUBLIC HEALTH LABORATORY ASSISTANT DIRECTOR	JOB SPEC	6/30/2025
164530	PUBLIC HEALTH LABORATORY DIRECTOR	JOB SPEC	6/30/2025