



Byron P. Decoteau, Jr., Director

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GENERAL CIRCULAR NUMBER 2025-057

DATE: December 4, 2025

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Announcement of Public Hearing on January 7, 2026 – to Consider Changes to the Classification and Pay Plan

The State Civil Service Commission will hold a public hearing on Wednesday, January 7, 2026, 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 CLASSIFICATION AND PAY PLAN NOTED IN EXHIBITS (A) THROUGH (D) 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 Medical “MS” Pay Schedule Changes (see attached).

Minimums and maximums for all pay grades in this pay schedule are recommended to increase by 2% to help maintain market competitiveness.

EXHIBIT B: Proposed Social Services “SS” Pay Schedule Changes (see attached).

Minimums and maximums for all pay grades in this pay schedule are recommended to increase by 2% to help maintain market competitiveness.

EXHIBIT C: Proposed New Jobs (see attached).

New jobs are recommended as a result of job assessments completed by SCS.

EXHIBIT D: Proposed Job Pay Grade Changes (see attached).

Pay level changes are recommended as a result of job assessments completed by SCS.

THE CHANGES TO THE CLASSIFICATION AND PAY PLAN NOTED IN EXHIBITS (E) AND (F) 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 E: Proposed Job Title Change (see attached).

A job title change is recommended as a result of a job assessment completed by SCS.

EXHIBIT F: Proposed Job Specification Changes (see attached).

Job specification changes are recommended as a result of job assessments completed by SCS.

Note: Once the required approvals for the above exhibits are granted, another General Circular will be issued to notify state agencies of the effective date and further instructions for implementation.

Please review this proposal and furnish us with any comments that you consider pertinent by close of business on January 5, 2026.

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@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

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

EXHIBIT A: Proposed Medical “MS” Pay Schedule Changes

MS	Hourly					Biweekly					Monthly					Annual				
	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max
501	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
502	10.20	12.24	14.28	16.32	18.36	816.00	979.20	1,142.40	1,305.60	1,468.80	1,768.00	2,122.00	2,475.00	2,829.00	3,182.00	21,216.00	25,459.00	29,702.00	33,946.00	38,189.00
503	10.91	13.10	15.28	17.47	19.65	872.80	1,048.00	1,222.40	1,397.60	1,572.00	1,891.00	2,271.00	2,649.00	3,028.00	3,406.00	22,693.00	27,248.00	31,782.00	36,338.00	40,872.00
504	11.67	14.01	16.35	18.69	21.03	933.60	1,120.80	1,308.00	1,495.20	1,682.40	2,023.00	2,428.00	2,834.00	3,240.00	3,645.00	24,274.00	29,141.00	34,008.00	38,875.00	43,742.00
505	12.49	15.00	17.50	20.00	22.50	999.20	1,200.00	1,400.00	1,600.00	1,800.00	2,165.00	2,600.00	3,033.00	3,467.00	3,900.00	25,979.00	31,200.00	36,400.00	41,600.00	46,800.00
506	13.36	16.04	18.72	21.40	24.08	1,068.80	1,283.20	1,497.60	1,712.00	1,926.40	2,316.00	2,780.00	3,245.00	3,709.00	4,174.00	27,789.00	33,363.00	38,938.00	44,512.00	50,086.00
507	14.30	17.17	20.04	22.91	25.77	1,144.00	1,373.60	1,603.20	1,832.80	2,061.60	2,479.00	2,976.00	3,474.00	3,971.00	4,467.00	29,744.00	35,714.00	41,683.00	47,653.00	53,602.00
508	15.30	18.37	21.44	24.51	27.57	1,224.00	1,469.60	1,715.20	1,960.80	2,205.60	2,652.00	3,184.00	3,716.00	4,248.00	4,779.00	31,824.00	38,210.00	44,595.00	50,981.00	57,346.00
509	16.37	19.66	22.94	26.22	29.50	1,309.60	1,572.80	1,835.20	2,097.60	2,360.00	2,838.00	3,408.00	3,976.00	4,545.00	5,113.00	34,050.00	40,893.00	47,715.00	54,538.00	61,360.00
510	17.52	21.04	24.55	28.06	31.57	1,401.60	1,683.20	1,964.00	2,244.80	2,525.60	3,037.00	3,647.00	4,255.00	4,864.00	5,472.00	36,442.00	43,763.00	51,064.00	58,365.00	65,666.00
511	18.75	22.51	26.27	30.03	33.78	1,500.00	1,800.80	2,101.60	2,402.40	2,702.40	3,250.00	3,902.00	4,554.00	5,205.00	5,855.00	39,000.00	46,821.00	54,642.00	62,462.00	70,262.00
512	20.06	24.08	28.10	32.12	36.14	1,604.80	1,926.40	2,248.00	2,569.60	2,891.20	3,477.00	4,174.00	4,871.00	5,568.00	6,264.00	41,725.00	50,086.00	58,448.00	66,810.00	75,171.00
513	21.46	25.77	30.07	34.37	38.67	1,716.80	2,061.60	2,405.60	2,749.60	3,093.60	3,720.00	4,467.00	5,212.00	5,958.00	6,703.00	44,637.00	53,602.00	62,546.00	71,490.00	80,434.00
514	22.96	27.57	32.17	36.78	41.38	1,836.80	2,205.60	2,573.60	2,942.40	3,310.40	3,980.00	4,779.00	5,576.00	6,375.00	7,173.00	47,757.00	57,346.00	66,914.00	76,502.00	86,070.00
515	24.57	29.50	34.43	39.36	44.28	1,965.60	2,360.00	2,754.40	3,148.80	3,542.40	4,259.00	5,113.00	5,968.00	6,822.00	7,675.00	51,106.00	61,360.00	71,614.00	81,869.00	92,102.00
516	26.29	31.57	36.84	42.11	47.38	2,103.20	2,525.60	2,947.20	3,368.80	3,790.40	4,557.00	5,472.00	6,386.00	7,299.00	8,213.00	54,683.00	65,666.00	76,627.00	87,589.00	98,550.00
517	28.13	33.78	39.42	45.06	50.70	2,250.40	2,702.40	3,153.60	3,604.80	4,056.00	4,876.00	5,855.00	6,833.00	7,810.00	8,788.00	58,510.00	70,262.00	81,994.00	93,725.00	105,456.00
518	30.10	36.14	42.18	48.22	54.25	2,408.00	2,891.20	3,374.40	3,857.60	4,340.00	5,217.00	6,264.00	7,311.00	8,358.00	9,403.00	62,608.00	75,171.00	87,734.00	100,298.00	112,840.00
519	32.21	38.67	45.13	51.59	58.05	2,576.80	3,093.60	3,610.40	4,127.20	4,644.00	5,583.00	6,703.00	7,823.00	8,942.00	10,062.00	66,997.00	80,434.00	93,870.00	107,307.00	120,744.00
520	34.46	41.38	48.29	55.20	62.11	2,756.80	3,310.40	3,863.20	4,416.00	4,968.80	5,973.00	7,173.00	8,370.00	9,568.00	10,766.00	71,677.00	86,070.00	100,443.00	114,816.00	129,189.00
521	36.87	44.27	51.67	59.07	66.46	2,949.60	3,541.60	4,133.60	4,725.60	5,316.80	6,391.00	7,674.00	8,956.00	10,239.00	11,520.00	76,690.00	92,082.00	107,474.00	122,866.00	138,237.00
522	39.45	47.37	55.28	63.20	71.11	3,156.00	3,789.60	4,422.40	5,056.00	5,688.80	6,838.00	8,211.00	9,582.00	10,955.00	12,326.00	82,056.00	98,530.00	114,982.00	131,456.00	147,909.00
523	42.21	50.68	59.15	67.62	76.09	3,376.80	4,054.40	4,732.00	5,409.60	6,087.20	7,316.00	8,785.00	10,253.00	11,721.00	13,189.00	87,797.00	105,414.00	123,032.00	140,650.00	158,267.00
524	45.16	54.23	63.29	72.36	81.42	3,612.80	4,338.40	5,063.20	5,788.80	6,513.60	7,828.00	9,400.00	10,970.00	12,542.00	14,113.00	93,933.00	112,798.00	131,643.00	150,509.00	169,354.00
525	48.32	58.02	67.72	77.42	87.12	3,865.60	4,641.60	5,417.60	6,193.60	6,969.60	8,376.00	10,057.00	11,738.00	13,420.00	15,101.00	100,506.00	120,682.00	140,858.00	161,034.00	181,210.00
526	51.70	62.08	72.46	82.84	93.22	4,136.00	4,966.40	5,796.80	6,627.20	7,457.60	8,961.00	10,761.00	12,560.00	14,359.00	16,158.00	107,536.00	129,126.00	150,717.00	172,307.00	193,898.00
527	55.32	66.43	77.54	88.65	99.75	4,425.60	5,314.40	6,203.20	7,092.00	7,980.00	9,589.00	11,515.00	13,440.00	15,366.00	17,290.00	115,066.00	138,174.00	161,283.00	184,392.00	207,480.00
528	59.19	71.08	82.96	94.85	106.73	4,735.20	5,686.40	6,636.80	7,588.00	8,538.40	10,260.00	12,321.00	14,380.00	16,441.00	18,500.00	123,115.00	147,846.00	172,557.00	197,288.00	221,998.00
529	63.33	76.05	88.77	101.49	114.20	5,066.40	6,084.00	7,101.60	8,119.20	9,136.00	10,977.00	13,182.00	15,387.00	17,592.00	19,795.00	131,726.00	158,184.00	184,642.00	211,099.00	237,536.00
530	67.76	81.37	94.98	108.59	122.19	5,420.80	6,509.60	7,598.40	8,687.20	9,775.20	11,745.00	14,104.00	16,463.00	18,822.00	21,180.00	140,941.00	169,250.00	197,558.00	225,867.00	254,155.00
531	72.50	87.06	101.62	116.18	130.74	5,800.00	6,964.80	8,129.60	9,294.40	10,459.20	12,567.00	15,090.00	17,614.00	20,138.00	22,662.00	150,800.00	181,085.00	211,370.00	241,654.00	271,939.00

EXHIBIT B: Proposed Social Service “SS” Pay Schedule Changes

SS	Hourly					Biweekly					Monthly					Annual				
	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max	Min	1st Quartile	Midpoint	3rd Quartile	Max
401	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
403	10.20	12.24	14.28	16.32	18.36	816.00	979.20	1,142.40	1,305.60	1,468.80	1,768.00	2,122.00	2,475.00	2,829.00	3,182.00	21,216.00	25,459.00	29,702.00	33,946.00	38,189.00
404	10.91	13.10	15.28	17.47	19.65	872.80	1,048.00	1,222.40	1,397.60	1,572.00	1,891.00	2,271.00	2,649.00	3,028.00	3,406.00	22,693.00	27,248.00	31,782.00	36,338.00	40,872.00
405	11.67	14.01	16.35	18.69	21.03	933.60	1,120.80	1,308.00	1,495.20	1,682.40	2,023.00	2,428.00	2,834.00	3,240.00	3,645.00	24,274.00	29,141.00	34,008.00	38,875.00	43,742.00
406	12.49	15.00	17.50	20.00	22.50	999.20	1,200.00	1,400.00	1,600.00	1,800.00	2,165.00	2,600.00	3,033.00	3,467.00	3,900.00	25,979.00	31,200.00	36,400.00	41,600.00	46,800.00
407	13.36	16.04	18.72	21.40	24.08	1,068.80	1,283.20	1,497.60	1,712.00	1,926.40	2,316.00	2,780.00	3,245.00	3,709.00	4,174.00	27,789.00	33,363.00	38,938.00	44,512.00	50,086.00
408	14.30	17.17	20.04	22.91	25.77	1,144.00	1,373.60	1,603.20	1,832.80	2,061.60	2,479.00	2,976.00	3,474.00	3,971.00	4,467.00	29,744.00	35,714.00	41,683.00	47,653.00	53,602.00
409	15.30	18.37	21.44	24.51	27.57	1,224.00	1,469.60	1,715.20	1,960.80	2,205.60	2,652.00	3,184.00	3,716.00	4,248.00	4,779.00	31,824.00	38,210.00	44,595.00	50,981.00	57,346.00
410	16.37	19.66	22.94	26.22	29.50	1,309.60	1,572.80	1,835.20	2,097.60	2,360.00	2,838.00	3,408.00	3,976.00	4,545.00	5,113.00	34,050.00	40,893.00	47,715.00	54,538.00	61,360.00
411	17.52	21.04	24.55	28.06	31.57	1,401.60	1,683.20	1,964.00	2,244.80	2,525.60	3,037.00	3,647.00	4,255.00	4,864.00	5,472.00	36,442.00	43,763.00	51,064.00	58,365.00	65,666.00
412	18.75	22.51	26.27	30.03	33.78	1,500.00	1,800.80	2,101.60	2,402.40	2,702.40	3,250.00	3,902.00	4,554.00	5,205.00	5,855.00	39,000.00	46,821.00	54,642.00	62,462.00	70,262.00
413	20.06	24.08	28.10	32.12	36.14	1,604.80	1,926.40	2,248.00	2,569.60	2,891.20	3,477.00	4,174.00	4,871.00	5,568.00	6,264.00	41,725.00	50,086.00	58,448.00	66,810.00	75,171.00
414	21.46	25.77	30.07	34.37	38.67	1,716.80	2,061.60	2,405.60	2,749.60	3,093.60	3,720.00	4,467.00	5,212.00	5,958.00	6,703.00	44,637.00	53,602.00	62,546.00	71,490.00	80,434.00
415	22.96	27.57	32.17	36.78	41.38	1,836.80	2,205.60	2,573.60	2,942.40	3,310.40	3,980.00	4,779.00	5,576.00	6,375.00	7,173.00	47,757.00	57,346.00	66,914.00	76,502.00	86,070.00
416	24.57	29.50	34.43	39.36	44.28	1,965.60	2,360.00	2,754.40	3,148.80	3,542.40	4,259.00	5,113.00	5,968.00	6,822.00	7,675.00	51,106.00	61,360.00	71,614.00	81,869.00	92,102.00
417	26.29	31.57	36.84	42.11	47.38	2,103.20	2,525.60	2,947.20	3,368.80	3,790.40	4,557.00	5,472.00	6,386.00	7,299.00	8,213.00	54,683.00	65,666.00	76,627.00	87,589.00	98,550.00
418	28.13	33.78	39.42	45.06	50.70	2,250.40	2,702.40	3,153.60	3,604.80	4,056.00	4,876.00	5,855.00	6,833.00	7,810.00	8,788.00	58,510.00	70,262.00	81,994.00	93,725.00	105,456.00
419	30.10	36.14	42.18	48.22	54.25	2,408.00	2,891.20	3,374.40	3,857.60	4,340.00	5,217.00	6,264.00	7,311.00	8,358.00	9,403.00	62,608.00	75,171.00	87,734.00	100,298.00	112,840.00
420	32.21	38.67	45.13	51.59	58.05	2,576.80	3,093.60	3,610.40	4,127.20	4,644.00	5,583.00	6,703.00	7,823.00	8,942.00	10,062.00	66,997.00	80,434.00	93,870.00	107,307.00	120,744.00
421	34.46	41.38	48.29	55.20	62.11	2,756.80	3,310.40	3,863.20	4,416.00	4,968.80	5,973.00	7,173.00	8,370.00	9,568.00	10,766.00	71,677.00	86,070.00	100,443.00	114,816.00	129,189.00
422	36.87	44.27	51.67	59.07	66.46	2,949.60	3,541.60	4,133.60	4,725.60	5,316.80	6,391.00	7,674.00	8,956.00	10,239.00	11,520.00	76,690.00	92,082.00	107,474.00	122,866.00	138,237.00
423	39.45	47.37	55.28	63.20	71.11	3,156.00	3,789.60	4,422.40	5,056.00	5,688.80	6,838.00	8,211.00	9,582.00	10,955.00	12,326.00	82,056.00	98,530.00	114,982.00	131,456.00	147,909.00
424	42.21	50.68	59.15	67.62	76.09	3,376.80	4,054.40	4,732.00	5,409.60	6,087.20	7,316.00	8,785.00	10,253.00	11,721.00	13,189.00	87,797.00	105,414.00	123,032.00	140,650.00	158,267.00
425	45.16	54.23	63.29	72.36	81.42	3,612.80	4,338.40	5,063.20	5,788.80	6,513.60	7,828.00	9,400.00	10,970.00	12,542.00	14,113.00	93,933.00	112,798.00	131,643.00	150,509.00	169,354.00
426	48.32	58.02	67.72	77.42	87.12	3,865.60	4,641.60	5,417.60	6,193.60	6,969.60	8,376.00	10,057.00	11,738.00	13,420.00	15,101.00	100,506.00	120,682.00	140,858.00	161,034.00	181,210.00
427	51.70	62.08	72.46	82.84	93.22	4,136.00	4,966.40	5,796.80	6,627.20	7,457.60	8,961.00	10,761.00	12,560.00	14,359.00	16,158.00	107,536.00	129,126.00	150,717.00	172,307.00	193,898.00

EXHIBIT C: PROPOSED NEW JOBS

JOB TITLE	PAY SCHED	PAY LEVEL	OCC GRP CODE
AIRPORT FUEL TECHNICIAN 1	WS	210	H3
AIRPORT FUEL TECHNICIAN 2	WS	212	H3
AIRPORT FUEL TECHNICIAN 3	WS	213	H3
AIRPORT FUEL SUPERVISOR	WS	215	H3
CORRECTIONS SUPPORT SPECIALIST 1	AS	611	F5
CORRECTIONS SUPPORT SPECIALIST 2	AS	612	F5
CORRECTIONS SUPPORT SPECIALIST 3	AS	614	F5
CORRECTIONS SUPPORT SPECIALIST SUPERVISOR	AS	616	F5

EXHIBIT D: PROPOSED JOB PAY GRADE CHANGES

JOB CODE	JOB TITLE	FROM SCHED	FROM LEVEL	TO SCHED	TO LEVEL
153620	AIRPORT FUELS TERMINAL MANAGER ¹	TS	311	WS	217
164790	AIRPORT MANAGER	TS	309	AS	618
119380	AIRPORT ASSISTANT DIRECTOR	TS	311	AS	620
119390	AIRPORT DIRECTOR	TS	314	AS	623

¹ – Proposed job title change; see Exhibit E.

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

EXHIBIT E: PROPOSED JOB TITLE CHANGE

JOB CODE	FROM JOB TITLE	TO JOB TITLE
153620	AIRPORT FUELS TERMINAL MANAGER	AIRPORT FUEL MANAGER

EXHIBIT F: PROPOSED JOB SPECIFICATION CHANGES

JOB CODE	JOB TITLE
153620	AIRPORT FUELS TERMINAL MANAGER ¹
164790	AIRPORT MANAGER
119380	AIRPORT ASSISTANT DIRECTOR
119390	AIRPORT DIRECTOR

¹ – Proposed job title change; see Exhibit E.