



Byron P. Decoteau, Jr., Director

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GENERAL CIRCULAR NUMBER 2026-026

DATE: June 3, 2026

TO: Heads of State Agencies and Human Resources Directors

SUBJECT: Announcement of Public Hearing on July 1, 2026 – to Consider Changes to the Classification and Pay Plan

The State Civil Service Commission will hold a public hearing on Wednesday, July 1, 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 3rd Street, Baton Rouge, Louisiana.

The Commission will consider the following exhibits:

THE CHANGES TO THE CLASSIFICATION AND PAY PLAN NOTED IN EXHIBITS (A) THROUGH (C) 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 A: Proposed Job Title Changes (see attached)

A job title change is recommended by State Civil Service to align with the level of work for the job.

EXHIBIT B: Proposed Job Specification Changes (see attached)

Job specification changes are recommended by State Civil Service to align with the level of work for the jobs.

EXHIBIT C: Proposed Jobs to be Abolished (see attached)

Jobs to be abolished are recommended by State Civil Service to improve efficiency in administering the classification and pay plan.

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.

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

EXHIBIT D: Ratification of Changes (see attached)

Job specification changes were implemented by State Civil Service to clarify roles and update verbiage where necessary.

Please review this proposal and furnish us with any comments that you consider pertinent by close of business on June 29, 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 of only the State Civil Service Commission
prior to implementation:**

EXHIBIT A: PROPOSED JOB TITLE CHANGE

JOB CODE	FROM JOB TITLE	TO JOB TITLE
170380	STATE FISCAL ANALYST MANAGER	STATE FISCAL ANALYST ADMINISTRATOR

EXHIBIT B: PROPOSED JOB SPECIFICATION CHANGES

JOB CODE	JOB TITLE
159740	ACCOUNTANT MANAGER 4
170680	ADMINISTRATIVE PROGRAM MANAGER 1
153400	AGRICULTURAL ENVIRONMENTAL SPECIALIST ADMINISTRATIVE COORDINATOR
159930	AIRCRAFT FLEET CHIEF PILOT
113270	ARCHITECTURAL DIRECTOR OF PRESERVATION
112960	ARCHITECTURAL HISTORIAN MANAGER
172980	CHILD SUPPORT ENFORCEMENT MANAGER 3
156420	COMMUNITY DEVELOPMENT POLICY AND PROGRAM COORDINATOR
153930	CRIMINAL JUSTICE POLICY PLANNER 3
113150	CULTURAL PROGRAM COORDINATOR
102730	DREDGE ENGINEER
173140	ECONOMIC STABILITY MANAGER 3
168240	EDUCATION DEPUTY ADVISOR
165150	EDUCATIONAL TECHNOLOGY CONSULTANT
155250	ENVIRONMENTAL CHEMICAL SPECIALIST ADVANCED
173440	EXECUTIVE MANAGEMENT ADVISOR
115960	HORTICULTURIST
170830	HUMAN RESOURCES ASSISTANT DIVISION ADMINISTRATOR
172310	JUVENILE JUSTICE SPECIALIST 5
101030	LIBRARY MANAGER 1
166600	ORS TECHNICAL SPECIALIST
171250	PHARMACIST 7
126250	POLICY PLANNER 4
127440	PROBATION AND PAROLE PROGRAM MANAGER--ADULT
144660	PROBATION AND PAROLE PROGRAM SPECIALIST--JUVENILE
171850	PROFESSIONAL COUNSELOR 6

JOB CODE	JOB TITLE
159860	PROGRAM COMPLIANCE OFFICER 2
159870	PROGRAM COMPLIANCE OFFICER 3
159880	PROGRAM COMPLIANCE OFFICER SUPERVISOR
148190	PSC CONSUMER SPECIALIST
164560	PUBLIC HEALTH LABORATORY SCIENTIST RESEARCH ASSOCIATE
164550	PUBLIC HEALTH LABORATORY SCIENTIST TECHNICAL MASTER
168540	REHABILITATION PROGRAM MANAGER
114580	RESEARCH FARM MANAGER 1
113600	STATE ARCHAEOLOGIST
170370	STATE FISCAL ANALYST SUPERVISOR
140140	STATE UNIFORM PAYROLL ASSISTANT DIRECTOR
140130	STATE UNIFORM PAYROLL DIRECTOR
148470	STATE UNIFORM PAYROLL MANAGER
161880	TRAINING AND DEVELOPMENT PROGRAM MANAGER
161890	TRAINING AND DEVELOPMENT PROGRAM STAFF MANAGER 1
176110	WORKFORCE DEVELOPMENT MANAGER 3-SOCIAL SERVICES

EXHIBIT C: PROPOSED JOBS TO BE ABOLISHED

JOB CODE	JOB TITLE
171690	ATC ENFORCEMENT ANALYST 1
171700	ATC ENFORCEMENT ANALYST 2
109650	BEHAVIOR SHAPING SPECIALIST
109660	BEHAVIOR SHAPING SUPERVISOR
141920	BRIDGE TOLL COLLECTOR
153190	BRIDGE TOLL COLLECTOR OPERATOR MANAGER
141900	BRIDGE TOLL COLLECTOR SUPERVISOR
144160	CORRECTIONS CLASSIFICATION MANAGER 1
144170	CORRECTIONS CLASSIFICATION MANAGER 2
144520	CORRECTIONS CLASSIFICATION MANAGER 3
121610	CORRECTIONS CLASSIFICATION OFFICER 1
121640	CORRECTIONS CLASSIFICATION OFFICER 2
171080	CORRECTIONS CLASSIFICATION OFFICER 3
171440	CULTURAL PROGRAM MANAGER
124500	FOOD DISTRIBUTION PROGRAM ADMINISTRATOR
164610	FOOD DISTRIBUTION PROGRAM ASSISTANT ADMINISTRATOR
124470	FOOD DISTRIBUTION PROGRAM MANAGER
124540	LANDSCAPE ARCHITECT

JOB CODE	JOB TITLE
124550	LANDSCAPE ARCHITECT CHIEF
158010	LANDSCAPE ARCHITECT INTERN
100240	MEDICAL MALPRACTICE COMPLIANCE DIRECTOR
172760	PARKS PROGRAM ANALYST
172790	PARKS PROGRAM CONSULTANT
172800	PARKS PROGRAM MANAGER
172780	PARKS PROGRAM SUPERVISOR
129460	PILEDRIVER
129470	PILEDRIVER FOREMAN
102380	PORT REAL ESTATE COORDINATOR
163640	PRISON ENTERPRISES EQUIPMENT AND TRANSPORTATION MANAGER
170430	PRISON ENTERPRISES QUALITY ASSURANCE MANAGER
171860	PROFESSIONAL COUNSELOR 7
120330	RECREATION FACILITIES COORDINATOR--LEISURE ACTIVITY
161840	STATE UNIFORM PAYROLL COORDINATOR
153830	STUDENT FINANCIAL AID ADMINISTRATOR
156600	STUDENT FINANCIAL AID ASSISTANT ADMINISTRATOR
168640	STUDENT FINANCIAL AID SPECIALIST 1
168650	STUDENT FINANCIAL AID SPECIALIST 2
168660	STUDENT FINANCIAL AID SPECIALIST 3
162570	STUDENT FINANCIAL AID SUPERVISOR
161230	TAX COMMISSION ADMINISTRATOR

Exhibit requiring ratification of only the State Civil Service Commission with prior approval given by the State Civil Service Director for implementation:

EXHIBIT D: RATIFICATION OF CHANGES

JOB CODE	JOB TITLE	CHANGE TYPE	EFFECTIVE DATE
105120	CHAPLAIN 1	JOB SPEC	5/8/2026
105140	CHAPLAIN 2	JOB SPEC	5/8/2026
105090	CHAPLAIN 3	JOB SPEC	5/8/2026
105110	CHAPLAIN 4	JOB SPEC	5/8/2026
164090	MOTOR VEHICLE COMPLIANCE ANALYST 1	JOB SPEC	5/8/2026
164100	MOTOR VEHICLE COMPLIANCE ANALYST 2	JOB SPEC	5/8/2026
164110	MOTOR VEHICLE COMPLIANCE ANALYST 3	JOB SPEC	5/8/2026