



THE BRIDGE: Connecting State Civil Service and You

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The DSCS Mission:
To provide human resource services and programs that enable state government to attract, develop and retain a productive and diverse workforce that excels in delivering quality services to the citizens of Louisiana.



We are proud to announce that State Civil Service is rebranding with a new logo! Our goal is to put the emphasis on “State” in “State Civil Service” in order to distinguish ourselves from other municipal civil service systems. We plan to debut a new design for *The Bridge* as well as a new and improved website in the coming months. We will also have a new general email address for questions, comments or suggestions. These changes are intended to provide for increased communication between State Civil Service and all stakeholders within our system.

STAYING CONNECTED

From the Desk of Shannon S. Templet, DSCS Director



As the temperatures rise here in south Louisiana, legislators are debating hot topics and the heat is on state agencies to do more with less. State employees should know that they are truly valued during times like these. Without the innovation and expertise of the employees, state agencies would be hard pressed to accomplish their missions.

Inside this issue of *The Bridge*, we’ve taken the opportunity to highlight the historic bicentennial exhibit currently on display at the state museum, as well as spotlighting activities performed by classified employees at the Port of New Orleans. The articles on our new “selection packages” and statewide ethics training requirements will provide assistance to agency human resources personnel in managing their HR programs. The link to our new YouTube channel on page two provides an inside view into the job of a Juvenile Justice Specialist and a few other classified jobs. As you will see, state classified employees perform a tremendous variety of services that benefit our state and I would like to congratulate them on a job well done.

In Recognition of Our State Employees

Each and every day, state employees across the nation work diligently and efficiently to provide essential services to their citizens. In 2001, the National Association of Personnel Executives and the National Governors’ Association partnered to coordinate the first National Public Service Recognition Week. This year, National Public Service Recognition week ran from May 6th through the 12th, with [Governor Jindal](#) proclaiming May 9th as Employee Recognition Day in Louisiana. DSCS would like to thank all Louisiana state employees for their dedicated service. To us, every day should be employee recognition day! Click [HERE](#) to view a list of ways to say “good job” throughout the year!

The Bridge is produced quarterly by a committee of [Civil Service staff members](#).

DSCS Offers New Selection Packages Tailored for State Agencies

By Aeli Poydras
Staffing Supervisor

The Department of State Civil Service is offering a new solution to state agencies that are facing challenges in the recruiting and retention of classified state employees. These special “selection packages” are customized by DSCS consultants to meet an agency’s unique needs and may address any area of the agency’s overall personnel management program that could be affecting recruiting and retention efforts.

A typical selection package project begins with the administration and human resources staff of a particular agency meeting with DSCS to discuss recruiting, selection, and retention concerns. Information from this meeting is used to formulate an overall plan of action that will generally be broken down into phases; however, actual selection packages may vary depending on the nature of the solutions in their action plans.

Phase One will usually include those actions that can be implemented quickly to help with the selection of qualified individuals and the retention of successful employees. Examples include:

- Changing agency job posting details in the LA Careers on-line application system.
- Adding supplemental questions on agency job postings to help identify qualified candidates with the educational backgrounds and experience that may help predict successful job performance.
- Developing realistic job preview videos with the help of DSCS staffing consultants. These videos are particularly useful for jobs with working conditions or environments that result in high turnover or retention problems, as they help applicants self-screen before applying by giving them a realistic idea of what the job is about.
- Working with DSCS staffing consultants to develop specialized SCORE selection procedures that will be added to agency job postings for appropriate jobs.



Kedrieka Davis, a Juvenile Justice Specialist with OJJ, recently participated in a DSCS realistic job preview video to assist her agency with recruiting and retention efforts.

- Implementing pay mechanisms, such as special hiring rates, with the assistance of DSCS compensation consultants.

Phase Two of the selection package typically focuses on issues that may require more time to implement. For example, DSCS staffing consultants can coordinate with the agency’s human resources office to analyze interview strategies in order to determine if changes should be made to the existing process. Another way staffing consultants may assist the agency during this phase is to adjust the minimum qualifications for certain job series that are used by the agency. Actions in this phase may also include special pay mechanisms that require approval by the State Civil Service Commission, such as premium pay and incentive pay.

DSCS endeavors to assure that state agencies receive every tool possible to make a successful hiring decision based upon merit principles, as well as being able to retain successful employees. After all phases of the selection package are complete, DSCS staffing consultants will monitor the agency’s progress to see if the customized selection package is helping its recruiting and retention efforts.

Connecting to Agency Human Resources Personnel...

Interested in checking out the new DSCS realistic job preview videos? See them [HERE](#) on our new YouTube channel! Problems with recruiting and retention? Click [HERE](#) to connect with staffing representatives and start customizing a selection package for your agency today!

Dredging The Way: New Orleans Crew Helps Support Louisiana Commerce

By Janelle Haynsworth
Compensation Consultant

The Port of New Orleans is well known for its international trade and cruise ship activities. Since its humble beginnings in 1718 when New Orleans was founded as a port city by the French, the port has grown to encompass approximately 22 million square feet of cargo handling area. Today, an average of 2,000 vessels dock at the wharves in New Orleans and more than 700,000 passengers depart for tropical vacations on cruise ships each year. With so much activity going on, it's easy to overlook the quiet, yet essential, operations of the dredge crew.

Dredging allows large vessels to safely dock at the port, which greatly contributes to the local and national economy. According to port CEO Gary LaGrange, the Port of New Orleans is responsible for approximately \$37 billion in national economic output, and about 380,000 jobs in the transportation and manufacturing industries depend upon its activities. As the river flows, it deposits sand, silt and clay near the banks of the river. The dredging process involves removing this accumulated sediment to a specified depth so that the ships can come and go without running aground.

Lenny Spalluto, a port engineer with over 44 years of service, says it is essential to have an experienced crew that is knowledgeable about the different aspects of the river. Dredging activities are difficult at times due to the constant vessel traffic, fluctuating river depths, changing currents, inclement weather and other environmental factors. The Mississippi River is notoriously dangerous for these reasons. He states that

the dredging process hasn't changed over the years, but the size of the vessels has increased. As a result, the dredge crew has to ensure that the wharves have the appropriate clearance to accommodate the largest of vessels.



Mr. Spalluto discusses the history of dredge operations at the Port of New Orleans with DSCS.

At times working in unfavorable or dangerous conditions, the dredge crew keeps moving along – just like the mighty Mississippi. For a closer look at the dredge crew and their operations at the Port of New Orleans, click [HERE!](#)

Quick Facts about the Port of New Orleans

- The mission of the Port of New Orleans is to maximize the flow of foreign and domestic waterborne commerce.
- Maritime activity within the Port of New Orleans is responsible for approximately 160,498 jobs, \$8 billion in earnings, \$17 billion in spending, and generates \$800 million in taxes statewide.
- The Port of New Orleans considered outsourcing all dredge activities, but found that it was more economical to purchase a dredge and perform the job with state classified workers. In 2011, the port realized a savings of about \$1.46 million in dredging costs as a result of this decision.

The State Museum Celebrates Louisiana's Bicentennial

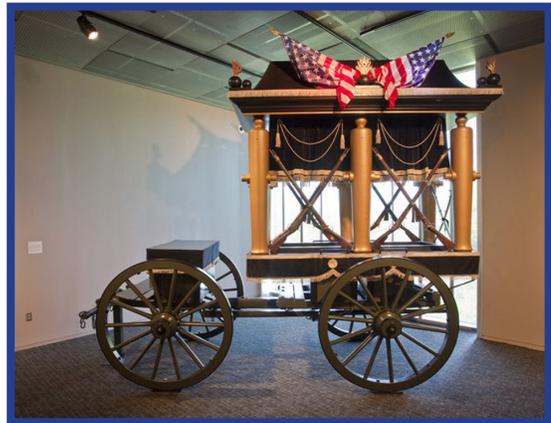
By Amber Gorham
Compensation Consultant

On April 30, 1803, the United States signed the Louisiana Purchase Treaty. With this treaty, the United States gained 828,000 square miles that doubled the size of the country. Nearly a decade later, on April 30, 1812, the United States ratified Louisiana as the 18th state. New Orleans controlled the mouth of the Mississippi River at that time and as a result, Louisiana became a cultural melting pot from its trading, imports and exports. A large influx of people from England, Spain, France, Nova Scotia and the West Indies came to work at the New Orleans port and many eventually settled there, making Louisiana the most ethnically diverse state in the country.

In honor of Louisiana's 200th anniversary, Bill Stark, the regional director of the Louisiana State Museum, invites you to see its commemorative exhibit: [*Our Louisiana: Celebrating 200 Years of Statehood*](#). The exhibit showcases the rich history of Louisiana from early colonial times to modern day, and visitors can view paintings, clothing, manuscripts, furniture and artifacts – some of which have never been seen by the public. Altogether, a total of 150 historic and cultural items will be on display in this exhibit at the Baton Rouge Capital Park Museum through March 2013.

In addition to the exhibit celebrating the state's bicentennial, the Capitol Park Museum houses a large permanent exhibition that highlights Louisiana's culture and history. The Capitol Park Museum is part of the Louisiana State Museum system with locations in Baton Rouge, Patterson, Thibodaux, Natchitoches

and New Orleans. The staff at the state museums work together to ensure a fun and educational experience for people of all ages, so be sure to visit your local museum to show your support in celebrating our 200th year as a state!



Jefferson Davis' funeral carriage; donated in 1912 by the Washington Artillery Battalion to commemorate Louisiana's Centennial. Now on display!

Did you know?

The state museums are within the Department of Culture Recreation and Tourism, under the oversight of Lt. Governor Jay Dardenne. The Capitol Park museum is open Tuesday-Friday, from 10 a.m. to 5 p.m. and Saturday from 9 a.m. to 5 p.m. For more information about the museums and their exhibits, click [HERE](#) or call 225-342-5428.

New Mandatory Ethics Training for All Public Employees

By John DiCarlo
Training Consultant

A minimum of one hour of ethics training is now required to be completed by all public employees every year, pursuant to the provisions of [La. R.S. 42:1170](#). To satisfy the annual requirement, agency heads may coordinate with the Board of Ethics to arrange a live 60-minute course to be presented on-site to agency employees. Agency heads that are interested in scheduling a live 60-minute course should complete the [online application](#) as soon as possible, as courses are subject to availability.

Alternatively, public employees can complete a series of three online courses, each approximately 20 minutes in duration. To access the online ethics training courses, public employees may click [HERE](#).

A one-time registration form will be required before proceeding to the training courses. Upon successful completion of the online training, a certificate will be available to print for your records.

Compliance with the new ethics training requirement will be tracked and monitored by the Board of Ethics. Public servants who do not complete the required training in the prescribed time period will receive a notification in the mail. If the training is not completed within 30 days of the notification, penalties may be imposed by the Board of Ethics.

For questions concerning the ethics training requirements, you may contact the Board of Ethics at 225-219-5600.