

**MINUTES / ACTIONS****AGENDA****STATE CIVIL SERVICE COMMISSION****TUESDAY, APRIL 2, 2013****1:00 P.M.**SHANNON S. TEMPLET
DIRECTOR

(LOUISIANA PURCHASE ROOM, SUITE 1-100, FIRST FLOOR, CLAIBORNE BUILDING, 1201 NORTH THIRD STREET, BATON ROUGE, LOUISIANA)

- Roll Call

THE STATE CIVIL SERVICE COMMISSION CONVENEED ITS MONTHLY GENERAL BUSINESS MEETING AT 1:00 P.M. ON TUESDAY, APRIL 2, 2013. PRESENT WERE CHAIRMAN DAVID DUPLANTIER, VICE-CHAIRMAN JOHN MCLURE, COMMISSIONERS G. LEE GRIFFIN, D. SCOTT HUGHES, C. PETE FREMIN, AND SIDNEY TOBIAS. COMMISSIONER KENNETH POLITE WAS ABSENT.

- Employee Opportunity to Address the Commission. (No Attachment)

ON MOTION DULY MADE, SECONDED, AND PASSED; THE COMMISSION TOOK THE SPECIFIED ACTION AS LISTED FOR EACH OF THE REQUESTS LISTED BELOW:

- 1) Request of the LSU Health Care Services Division (HCSO), to speak to the commission regarding: ¹Outsourcing of services at Earl K. Long Hospital (EKL) in Baton Rouge and to seek approval of the CEA contract to outsource services at EKL layoff plan effective April 15, 2013 at beginning of business; And, ² To speak to the Commission regarding the proposed outsourcing of five (5) other HCSO Hospitals - Interim LA Hospital (ILH) in New Orleans; W.O. Moss Hospital (WOM) in Lake Charles; University Medical Center (UMC) in Lafayette; and Bogalusa Hospital (BMC) in Bogalusa. **Commission Action Required on** 1. CEA contract to outsource services at EKL Layoff Plan. (Dr. Michael Kaiser, HCSO Interim CEO to sign in at door upon arrival to answer any questions of the Commission.) **AFTER PRESENTATION FROM DR. KAISER, THE COMMISSION RECEIVED COMMENTS FROM REPRESENTATIVE REGINA BARROW AND HEARD PUBLIC COMMENTS; THE COMMISSION APPROVED THE CONTRACT BY A VOTE OF 4 TO 2. (COMMISSIONERS C. PETE FREMIN AND SIDNEY TOBIAS OPPOSED.)**

Beginning at 12:15 P.M. on Tuesday, April 2nd there will be a sign-in table available outside the Louisiana Purchase room for any individual wishing to speak to the Commission concerning the above item.

- Individuals must sign-in prior to the start of the meeting.
- Comments will be limited to five minutes and will be strictly enforced.

- 2:00 P.M. **Commission Work Session (No Attachment)**

- **Consideration of a motion to adjourn for Executive Session to consider Applications for Review of Civil Service Appeals. (All Commissioners to verbally vote.) **ON MOTION DULY MADE, SECONDED, AND UNANIMOUSLY PASSED; THE COMMISSION AGREED TO ADJOURN FOR EXECUTIVE SESSION TO CONSIDER APPLICATIONS FOR REVIEW OF CIVIL SERVICE APPEALS.****

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 2:54 P.M., UNTIL WEDNESDAY, APRIL 3, 2013.

**MINUTES / ACTIONS****AGENDA****STATE CIVIL SERVICE COMMISSION****WEDNESDAY, APRIL 3, 2013****9:00 A.M.**SHANNON S. TEMPLET
DIRECTOR

(LOUISIANA PURCHASE ROOM, SUITE 1-100, FIRST FLOOR, CLAIBORNE BUILDING, 1201 NORTH THIRD STREET, BATON ROUGE, LOUISIANA)

- Roll Call

THE STATE CIVIL SERVICE COMMISSION CONVENED THE CONTINUATION OF ITS MONTHLY GENERAL BUSINESS MEETING AT 9:10 A.M. ON WEDNESDAY, APRIL 3, 2013. PRESENT WERE CHAIRMAN DAVID DUPLANTIER, VICE-CHAIRMAN JOHN MCLURE, COMMISSIONERS G. LEE GRIFFIN, D. SCOTT HUGHES, KENNETH POLITE, C. PETE FREMIN, AND SIDNEY TOBIAS.

- Employee Opportunity to Address the Commission. (No Attachment)

ON MOTION DULY MADE, SECONDED, AND PASSED; THE COMMISSION TOOK THE SPECIFIED ACTION AS LISTED FOR EACH OF THE REQUESTS LISTED BELOW:

- 2) Request of the Port of South Louisiana to exempt from the classified service, (1) Chief Operating Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective April 3, 2013 through April 2, 2018. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST TO BE EFFECTIVE APRIL 3, 2013 THROUGH APRIL 2, 2018.** (Position number and resume for incumbent must be emailed to misty.mcafee@la.gov . Please use **Request #7007** as the reference when transmitting this information.)
- 3) Request of the Port of New Orleans to amend its Premium Pay policy for employees performing hazardous duties related to container cranes, by adding the job title of Engineer 6, in accordance with State Civil Service Rule 6.16(a), effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 4) Request of the Department of Health and Hospitals, Office for Citizens with Developmental Disabilities to amend its Premium Pay policy, in accordance with State Civil Service Rule 6.16(a), to include job titles Police Officer 1-A, Police Officer 2-A, and Police Sergeant A who work with individuals who have dual diagnosis, effective April 6, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 5) Request of the Jefferson Parish Human Services Authority to amend its Rewards and Recognition policy, in accordance with State Civil Service Rule 6.16.1, effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**

- 6) Request of the Coastal Protection and Restoration Authority to amend its Optional Pay policy, in accordance with State Civil Service Rule 6.16.2, effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 7) Request of the Coastal Protection and Restoration Authority to establish a Crisis Leave Pool policy in accordance with State Civil Service Rule 11.34, effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 8) Request of the Department of Public Safety and Corrections, Correction Services for a two year extension of a job appointment for William Paul McGee, Educational Program Consultant 4, in accordance with State Civil Service Rule 23.5(a), effective February 17, 2013 through February 16, 2015. **State Civil Service recommends ratifying the Director's interim approval effective February 17, 2013 through April 2, 2013 and also recommends approval to extend this job appointment for one year, effective April 3, 2013 through April 2, 2014.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION RATIFIED THE DIRECTOR'S INTERIM APPROVAL AND APPROVED EXTENDING THE JOB APPOINTMENT FOR ONE YEAR, AS RECOMMENDED BY STATE CIVIL SERVICE, EFFECTIVE APRIL 3, 2013 THROUGH APRIL 2, 2014.**
- 9) Consideration of the Minutes of the Commission Meeting held on March 6, 2013. **THE MINUTES WERE APPROVED BY THE COMMISSION AS WRITTEN.**
- 10) Report on Evaluation Reports Issued
Human Resources Evaluation Reports:
- Sabine River Authority
 - Department of Health and Hospitals—Headquarters
 - Villa Feliciana Medical Complex
 - Department of the Treasury
- (Appearance by Patrick Lowery of the Department of Civil Service.) **REPORTS WERE PRESENTED TO THE COMMISSION BY PATRICK LOWERY.**

SUPPLEMENTAL AGENDA
STATE CIVIL SERVICE COMMISSION
GENERAL BUSINESS SESSION
WEDNESDAY, MARCH 6, 2013

(LOUISIANA PURCHASE ROOM, SUITE 1-100, FIRST FLOOR, CLAIBORNE BUILDING, 1201 NORTH THIRD STREET, BATON ROUGE, LOUISIANA)

- 11) Request of State Civil Service to ratify the approval of layoff avoidance measures, in accordance with State Civil Service Rule 17.6, for the Kenner Housing Authority which submitted a Layoff Avoidance plan after October 1, 2012. **State Civil Service recommends ratification of these plans, which was given interim approval by the Director on March 27, 2013, with an effective date of October 1, 2012.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION RATIFIED THE DIRECTOR'S INTERIM APPROVAL.**

- 12) Request of the Department of Public Safety, Office of State Police for a three year extension of a job appointment for Rebekah Jarreau, Crime Laboratory Analyst 2, in accordance with State Civil Service Rule 23.5(a), effective April 28, 2013 through April 27, 2016. **State Civil Service recommends extending the job appointment for one year beginning April 29, 2013 through April 28, 2014.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST AS RECOMMENDED BY STATE CIVIL SERVICE.**
- 13) Request of the Department of Insurance to amend its Rewards and Recognition policy, in accordance with State Civil Service Rule 6.16.1, effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**
- 14) ~~**WITHDRAWN** Request of Department of Health and Hospitals, Office of Behavioral Health, Eastern Louisiana Mental Health System for exceptions to State Civil Service Layoff Rules 17.3 and 17.23(e)4, effective April 3, 2013. **State Civil Service recommends approval.**~~ (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.)
- ~~**Reginald Robinson has requested to speak to the Commission regarding this matter.**~~
- 15) Request of the Coastal Protection and Restoration Authority to establish a Pay for Attainment of ~~for Attainment of~~ an Advanced Degree policy, in accordance with State Civil Service Rule 6.16(h), effective April 3, 2013. **State Civil Service recommends approval.** (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **THE COMMISSION GRANTED THE REQUEST.**

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- Director's Report
 - **ADRIENNE BORDELON PRESENTED THE COMMISSION WITH DETAILS CONCERNING PROPOSED RULE CHANGES; THE COMMISSION DIRECTED STATE CIVIL SERVICE TO PROMULGATE PROPOSED RULES AND SET FOR PUBLIC HEARING AT THE MAY COMMISSION MEETING.**

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 9:57 A.M. ON WEDNESDAY, APRIL 3, 2013.

RESPECTFULLY SUBMITTED,

SHANNON S. TEMPLET, DIRECTOR

DAVID DUPLANTIER, CHAIRMAN