



BYRON P. DECOTEAU, JR.
DIRECTOR

MINUTES/ACTIONS

AGENDA
STATE CIVIL SERVICE COMMISSION
GENERAL BUSINESS MEETING
WEDNESDAY, MAY 1, 2019
9 A.M.

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 its monthly general business meeting at 9:10 a.m. on Wednesday, May 1, 2019. Present were Chairman David Duplantier, Vice-Chairman D. Scott Hughes, Commissioners John McLure, G. Lee Griffin, Ronald Carrere, Jr. and Jo Ann Nixon. Commissioner C. Pete Fremin was absent.

- Opportunity for Public Comment (No Attachment)
No requests received from the public to address the commission.
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On motion duly made, seconded, and passed; the Commission took the specified action as listed for each of the requests listed below:

- 1) Consideration of the Minutes of the Commission meeting held on April 3, 2019. **The Commission approved the minutes as written.**
- 2) Resolution to express gratitude and appreciation to all state classified employees for their outstanding service to the citizens of Louisiana. **The Commission adopted the Resolution as written.**
- 3) Public Hearing to consider proposed changes to the Classification and Pay Plan. (Details contained in General Circular 2019-012). **The Commission conducted a public hearing to consider proposed changes to the Classification and Pay Plan and provided opportunity for public comments.**

On motions duly made, seconded, and passed; The Commission approved the pay plan proposals for Exhibits A & B, being contingent upon the Governor's approval and granted authority to the Director to set the effective date to be no sooner than 10 days after the date of gubernatorial approval; approved Exhibits C & D and granted authority to the director to set the effective date to be no sooner than 10 days after the date of gubernatorial approval of Exhibits A & B; and ratified director's approval for Exhibit E with an effective date of February 15, 2019, for the Federal Energy Program Manager.

- 4) Request of the Department of Education to exempt from the classified service six (6) Govern for America Fellows, in accordance with State Civil Service Rule 4.1(d)2, effective May 1, 2019. (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, effective May 1, 2019 through March 5, 2023.**
- 5) Request of Florida Parishes Human Services Authority to exempt from the classified service (1) Nurse Registered position, in accordance with State Civil Service Rule 4.1(d)2, effective May 1, 2019 through April 30, 2023. (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 Louisiana Department of Health, Office of Behavioral Health, Central Louisiana State Hospital to extend authority to exempt from the classified service two (2) Liaison Officer positions, in accordance with State Civil Service Rule 4.1(d)2, effective April 1, 2019 through March 31, 2023. (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 Louisiana State University and A&M College to establish a Premium Pay policy in accordance with State Civil Service Rule 6.16(a) effective May 1, 2019. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission granted the request, retroactive to April 6, 2019.**
- 8) Request of the Louisiana State Board of Medical Examiners to amend its Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective May 1, 2019. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission granted the request.**
- 9) Request of Louisiana State University Health Sciences Center-Shreveport to amend a Special Entrance Rate Policy for the Laboratory Tech Assistant job series under the provisions of State Civil Service Rule 6.5(b), effective May 1, 2019. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission granted the request.**
- 10) Request of Louisiana State University and A&M College to establish a Special Entrance Rate Policy for the Laboratory Tech Assistant job series under the provisions of State Civil Service Rule 6.5(b), effective May 1, 2019. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission granted the request.**
- 11) Request of the Department of Public Safety and Corrections, Public Safety Services, to pay all non-exempt and exempt Emergency Support Function Workers at the time and one-half rate, in accordance with State Civil Service Rules 21.8(b) and 21.9(d), effective June 1, 2019. (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, effective June 1, 2019 through May 31, 2024.**
- 12) Request of the Louisiana Department of Wildlife and Fisheries-Office of Wildlife to extend the job appointment of Casey Wright, Biologist 3, in accordance with State Civil Service Rule 23.5(a), July 1, 2019 through June 30, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission granted the request.**
- 13) Monthly Contract Review Report **Director Decoteau provided a summary of contracts reviewed by the Department for the period of March 26, 2019 through April 21, 2019.**
- 14) Report on Human Resources Evaluation Reports Issued:
 - Department of Agriculture and Forestry
 - Eastern Louisiana Mental Health System(Appearance by Melinda Robert of the Department of State Civil Service) **Melinda Robert presented the reports to the Commission.**
- 15) **10:00 a.m.** Public Investigation of Linda Mays-Logan (Byron P. Decoteau, Jr., Complainant), Docket No. I-18499. The respondent is self-represented; and Sherri Gregoire is representing the complainant. **The Commission unanimously accepted a settlement in the public investigation of Linda Mays-Logan in accordance with the terms read on the record.**

- 16) Request of Louisiana State University and A&M College to amend Premium Pay policies for their Roofer and Nuisance positions in the Department of Facility Services in accordance with State Civil Service Rule 6.16(a), effective May 1, 2019. (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

Director Decoteau did not present a Director's Report.

- **Consideration of a motion to *recess / 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 recess at 9:40 a.m. for executive session to consider review of Civil Service Appeals and personnel matters.

The Commission reconvened from Executive Session at 11:19 a.m. to hear the Public Investigation of Linda Mays-Logan, Docket No. I-18499.

There being no further business, the meeting adjourned at 11:23 a.m. on Wednesday, May 1, 2019.

Respectfully submitted,

Byron P. Decoteau, Jr., Director

David Duplantier, Chairman