



## MINUTES/ACTIONS

AGENDA  
STATE CIVIL SERVICE COMMISSION  
GENERAL BUSINESS MEETING  
WEDNESDAY, OCTOBER 7, 2020  
9:00 A.M.

BYRON P. DECOTEAU, JR.  
DIRECTOR

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

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- Roll Call

The State Civil Service Commission convened its monthly general business meeting at 9:10 a.m. on Wednesday, October 7, 2020. Present were Chairman David Duplantier, Vice Chairman D. Scott Hughes, Commissioners Ronald Carrere, Jr., C. "Pete" Fremin, G. Lee Griffin, John McLure and Jo Ann Nixon.

- 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 September 2, 2020. **The Commission approved the minutes as written.**
- 2) Request of **Grambling State University** to establish a Crisis Leave Pool Policy in accordance with State Civil Service Rule 11.34, effective October 7, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
- 3) Request of the **Louisiana Department of Culture, Recreation and Tourism and the Office of Lieutenant Governor** to amend a Crisis Leave Pool Policy in accordance with State Civil Service Rule 11.34, effective October 7, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**

- 4) Request of the **Department of Education** to exempt from the classified service one (1) Assistant Superintendent position, in accordance with State Civil Service Rule 4.1(d)2, effective October 7, 2020 through November 5, 2021. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 5) Request of the **Louisiana Department of Health—Office for Citizens with Developmental Disabilities—Pincrest Supports and Services Center** to exempt from the classified service two (2) Interpreter positions, in accordance with State Civil Service Rule 4.1(d)2, effective October 7, 2020 through April 4, 2021. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 6) Request of the **Louisiana Workforce Commission (LWC)** to extend authority to exempt from the classified service one (1) Liaison Officer position in accordance with State Civil Service Rule 4.1(d)2, effective November 10, 2020 through November 9, 2024. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 7) Request of the **Teachers’ Retirement System of Louisiana** to extend the authority to exempt from the classified service one (1) Liaison Officer, in accordance with State Civil Service Rule 4.1(d)2, effective December 14, 2020 through December 13, 2024. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 8) Request of the **Department of Transportation and Development** to amend the Premium Pay policy in accordance with State Civil Service Rule 6.16(a), effective October 7, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 9) Request of the **Tensas Basin Levee District** to establish a Premium Pay policy in accordance with State Civil Service Rule 6.16(a), effective November 1, 2020. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 10) Request of **Department of Public Safety and Corrections (DPS)-Office of State Police (OSP)** to extend the job appointment of Connie Brown, Crime Laboratory Analyst 4, in accordance with State Civil Service Rule 23.5(a), effective January 3, 2021 through January 2, 2025. (Representative of the agency to sign in at door upon arrival to answer any questions of the Commission.) **The Commission unanimously granted the request.**
  - 11) Monthly Contract Review Report **Director Decoteau provided a summary of contracts reviewed by the department for the period of August 20, 2020 through September 28, 2020.**
  - 12) Report on 6.5(c) and 6.5(g) Exceptions granted by the Director. **Director Decoteau informed the Commission that 11 total exceptions under State Civil Service Rules 6.5(c) and 6.5(g) were granted between July 1, 2020 through September 30, 2020.**
- Director’s Report

**Director Decoteau presented the [Annual Turnover Report for 2019-2020](#) and the [Annual Report for 2019-2020](#) to the Commission.**

**The 2020 Second Extraordinary Legislative Session began September 28, 2020 and concludes October 27, 2020. The Department is monitoring the following legislation:**

- SB 21: Provides for revisions to the fee structure and oversight of the in-service training and educational programs for state employees by the Department of State Civil Service.
  - HB 22: Provides relative to the civil service status of employees of the Kenner Housing Authority
  - SB 26: Removes employees of the Regional Transit Authority from the state system and state civil service.
  - HB 18: Provides relative to sick leave benefits for certain teachers at schools under the jurisdiction of the office of juvenile justice
  - HB 36: Provides relative to reemployment of retirees during a declared emergency
- Consideration of a motion to *recess/adjourn* for Executive Session to consider Applications for Review of Civil Service Appeals and to discuss Personnel Matters. (All Commissioners to verbally vote.) **On motion duly made, seconded, and unanimously passed, the commission agreed to adjourn for executive session to consider review of Civil Service Appeals and to discuss Personnel Matters.**

There being no further business, the meeting adjourned at 9:48 a.m. on October 7, 2020.

Respectfully submitted,

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Byron P. Decoteau, Jr., Director

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David Duplantier, Chairman