



BYRON P. DECOTEAU, JR.  
DIRECTOR

## MINUTES/ACTIONS

AGENDA  
STATE CIVIL SERVICE COMMISSION  
GENERAL BUSINESS MEETING  
WEDNESDAY, OCTOBER 1, 2025  
9:00 A.M.

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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 9:04 a.m. on Wednesday, October 1, 2025. Present were Chairman Stewart Gentry, Vice Chairman D. Scott Hughes, Commissioners Candes Carter, Craig Netterville, Jo Ann Nixon and Codi Plaisance. Commissioner Thomas Grimstad 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 September 3, 2025. **The Commission unanimously approved the minutes as written.**
- 2) Request of the **Department of Conservation and Energy** to exempt from the classified service one (1) Director position, in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**
- 3) Request of the **Louisiana Department of Education** to extend the authority to exempt from the classified service twenty-four (24) positions and to exempt two (2) new positions in accordance with State Civil Service Rule 4.1(d)2, effective November 6, 2025, through November 5, 2029. **The Commission unanimously granted the request, as recommended by State Civil Service, to extend the authority to exempt from the classified service nine (9) Fellows, five (5) Assistant Superintendents, four (4) Directors, two (2) Executive Directors, two (2) Liaison Officers, one (1) Chief of Staff, and one (1) Executive Counsel in accordance with State Civil Service Rule 4.1(d)2, effective November 6, 2025, through November 5, 2029.**

**Also, as recommended by State Civil Service, the Commission unanimously approved the authority to exempt from the classified service one (1) Assistant Superintendent and one (1) Deputy Chief in accordance with State Civil Service Rule 4.1(d)2, effective November 6, 2025, through November 5, 2029.**

- 4) Request of the **Louisiana Department of Health - Office of the Secretary** to exempt from the classified service, one (1) Assistant Chief and one (1) Project Advisor position in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**

- 5) Request of the **Louisiana Department of Health - Medical Vendor Administration**, to exempt from the classified service, one (1) Chief Financial Officer position, in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**
- 6) Request of the **Louisiana Secretary of State, Department of State**, to exempt from the classified service, one (1) Director position, in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**
- 7) Request of the **Office of Juvenile Justice** to exempt from the classified service, two (2) Coordinator positions in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through July 22, 2028. **The Commission unanimously granted the request.**
- 8) Request of the **Office of Juvenile Justice** to exempt from the classified service, one (1) Instructor position in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**
- 9) Request of **Teachers' Retirement System of Louisiana** to exempt from the classified service, one (1) Analyst position, in accordance with State Civil Service Rule 4.1(d)2, effective October 1, 2025, through September 30, 2029. **The Commission unanimously granted the request.**
- 10) Request of the **South Central Louisiana Human Services Authority** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective October 1, 2025. **The Commission unanimously granted the request.**
- 11) Request of the **Southeast Louisiana Flood Protection Authority – West** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective October 1, 2025. **The Commission unanimously granted the request.**
- 12) Request of the **Teachers' Retirement System of Louisiana** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective October 1, 2025. **The Commission unanimously granted the request.**
- 13) Request of the **Department of Environmental Quality** to amend a Perquisites policy in accordance with State Civil Service Rule 6.3.1, effective November 1, 2025. **The Commission unanimously granted the request.**
- 14) Request of **Louisiana State University A&M College** to amend a Perquisites policy in accordance with State Civil Service Rule 6.3.1, effective October 1, 2025. **The Commission unanimously granted the request.**
- 15) Request of the **Florida Parishes Human Services Authority** to amend an Optional Pay policy in accordance with State Civil Service Rule 6.16.2, effective October 1, 2025. **The Commission unanimously granted the request.**
- 16) Request of **Grambling State University (GSU)** to extend the job appointment of Charlitame Rucker, Administrative Coordinator 2, in accordance with State Civil Service Rule 23.5(a), effective October 25, 2025, through October 24, 2026. **The Commission unanimously granted the request.**
- 17) Request of **State Civil Service** to ratify the Director's authorization of Special Entrance Rates in accordance with State Civil Service Rule 6.5(b). **The Commission unanimously ratified the request.**

- 18) Report on State Civil Service Rule 6.16(a), Premium Pay policies, up to \$2.00 per hour, for all hours worked, approved under the Director's delegated authority. Director Decoteau provided a summary of premium pay policies, up to \$2.00 per hour, approved under the Director's delegated authority.
- 19) Presentation of the **2025 Annual Uniform Pay Plan Review**. Director Decoteau presented the [2025 Annual Uniform Pay Plan Review](#).
- Director's Report
    - The Department is proud to announce the launch of [SHIFT—Shaping How We Invest in Future Talent](#). SHIFT represents a unified approach that reflects how Louisiana State Civil Service continues to evolve. It provides a clear, unified direction that ensures we continue to modernize while remaining true to our mission: attracting, developing and retaining a productive, diverse and engaged workforce that excels in delivering quality services to the citizens of Louisiana.
    - The Public Sector Human Resources Association (PSHRA) has named Louisiana State Civil Service the recipient of its [2025 Large Agency Award of Excellence](#), recognizing the agency's groundbreaking approach to talent acquisition in state government.
    - On July 1, 2025, the Department successfully launched a custom electronic billing system designed and developed internally by State Civil Service. The new system allows the department to bill state agencies for our services through an online agency fiscal portal.
    - Commissioners were provided a report on pending Appeals.
    - Sherri Gregoire, General Counsel, provided an update on Act 384, which provides for the transition of classified employees of the New Orleans Sewerage and Water Board to the State Civil Service system. A meeting is scheduled later in October between State Civil Service, the New Orleans Sewerage and Water Board, New Orleans Civil Service, and the Louisiana Attorney General's Office to discuss this matter. Considering this pending meeting, Ms. Gregoire requested a delay to provide the Commission with a draft of the Petition for Writ of Mandamus the Commission requested she draft at its September 3, 2025, meeting. Ms. Gregoire will update the Commission of the results of the meeting at the November 5, 2025, Commission meeting.
  - 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, (possibly) seconded, and unanimously passed, the Commission agreed to adjourn for executive session to consider Applications for Review of Civil Service Appeals and Personnel Matters at 10:06 a.m. After it was discovered it wasn't clear if there was a second in support to adjourn to Executive Session, the Commissioners reconvened. 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 and Personnel Matters at 10:16 a.m.

There being no further business, the meeting adjourned at 10:16 a.m. on October 1, 2025.

Respectfully submitted,

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Byron P. Decoteau, Jr., Director

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J. Stewart Gentry, Chairman