



## MINUTES/ACTIONS

AGENDA  
STATE CIVIL SERVICE COMMISSION  
GENERAL BUSINESS MEETING  
WEDNESDAY, FEBRUARY 4, 2026  
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 9:07 a.m. on Wednesday, February 4, 2026. Present were Chairman Stewart Gentry, Commissioners Candes Carter, Thomas Grimstad, Craig Netterville, Jo Ann Nixon, and Codi Plaisance. Vice Chairman D. Scott Hughes 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 January 7, 2026. **The Commission unanimously approved the minutes as written.**
- 2) Request of the **Louisiana Works** to exempt from the classified service, one (1) Deputy Assistant Secretary position and one (1) Deputy Undersecretary position, in accordance with State Civil Service Rule 4.1(d)2, effective February 4, 2026, through January 10, 2028. **The Commission unanimously granted the request.**
- 3) Request of the **Port of South Louisiana** to exempt from the classified service, one (1) Deputy Director position in accordance with State Civil Service Rule 4.1(d)2, retroactively effective January 14, 2026, through December 31, 2029. **The Commission unanimously granted the request.**
- 4) Request of the **Louisiana State Police Retirement System** to amend a Rewards and Recognition policy in accordance with State Civil Service Rule 6.16.1, effective March 1, 2026. **The Commission unanimously granted the request.**
- 5) Request to amend thirty (30) **Rewards and Recognition** policies of the following state agencies in accordance with State Civil Service Rule 6.16.1, effective February 4, 2026:
  - Alexandria Housing Authority
  - Board of Elementary and Secondary Education
  - Coastal Protection and Restoration Authority
  - Delgado Community College
  - Department of Conservation and Energy
  - Department of Public Safety, Liquefied Petroleum Gas Commission

- Department of Public Safety, Louisiana Highway Safety Commission
- Department of Public Safety, Office of Management and Finance
- Department of Public Safety, Office of Motor Vehicles
- Department of Public Safety, Office of State Fire Marshal
- Department of Treasury
- Division of Administration
- Division of Administrative Law
- Fletcher Technical Community College
- Haynesville Housing Authority
- Houma-Terrebonne Housing Authority
- Housing Authority of the City of Lake Charles
- Imperial Calcasieu Human Services Authority
- Jefferson Parish Human Services Authority
- Louisiana Board of Regents
- Louisiana Department of Wildlife and Fisheries
- Louisiana Economic Development
- Louisiana Public Service Commission
- Louisiana State Civil Service
- Louisiana Tax Commission
- New Orleans Center for Creative Arts
- Northeast Delta Human Services Authority
- Office of Financial Institutions
- Office of the State Examiner
- Sabine River Authority

The Commission unanimously granted the request.

- 6) Request of the **Louisiana Department of Health, Medical Vendor Administration**, to amend an Incentive Pay policy for the Economic Stability Division, in accordance with State Civil Service Rule 6.16(d), effective January 1, 2026, through September 30, 2026. The Commission unanimously granted the request.
- 7) Request of the **Department of Public Safety and Corrections, Corrections Services**, to establish a Premium Pay policy in accordance with State Civil Service Rule 6.16(a), effective February 4, 2026, through February 3, 2027. The Commission unanimously granted the request.
- 8) Request of the **Department of Public Safety and Corrections, Corrections Services**, to amend an Overtime policy to compensate all Department of Corrections Services' non-exempt and exempt employees temporarily assigned to work at Elayn Hunt Correctional facility (EHCC) at the time and one-half rate, in accordance with State Civil Service Rule 21.8(b) and 21.9(d), effective February 4, 2026, through February 3, 2027. The Commission unanimously granted the request.
- 9) Request of the **Louisiana State Licensing Board for Contractors** for an Individual Pay Adjustment in the amount of \$328.80 biweekly for Tracy Brown-Mack, Licensing Analyst 1, in accordance with State Civil Service Rule 6.16(c), effective December 15, 2025. The Commission unanimously granted the request.
- 10) 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 granted the request.
- 11) 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.

- Director's Report
  - Director Decoteau recognized Appeals Referee Brent Frederick on his upcoming retirement and thanked him for his years of service to State Civil Service and the state of Louisiana.
- Consideration of a motion to recess for Executive Session to consider Applications for Review of Civil Service Appeals, to discuss Personnel Matters, and to conduct the annual performance evaluation of the State Civil Service Director and the State Examiner of the Municipal Fire and Police Civil Service. (All Commissioners to verbally vote.) On motion duly made, seconded, and unanimously passed, the Commission agreed to recess at 9:57 a.m. for executive session to consider Applications for Review of Civil Service Appeals, to discuss Personnel Matters, and to conduct the annual performance evaluation of the State Civil Service Director and the State Examiner of the Municipal Fire and Police Civil Service.

The Commission reconvened from executive session at 12:34 p.m.

- Upon reconvening from Executive Session, the Commission will hear the following items:
  - 12) Consideration of a motion to approve Performance Evaluation - Calendar Year 2025 (January 1 – December 31, 2025) of the:
    - State Civil Service Director
    - State Examiner of the Municipal Fire and Police Civil Service

The Commission unanimously approved the Performance Evaluation – Calendar Year 2025 of the State Civil Service Director and the State Examiner of the Municipal Fire and Police Civil Service.
  - 13) Consideration of a motion to grant the Chairman of the State Civil Service Commission the authority to conduct the Performance Planning – Calendar Year 2026, on behalf of the Commission, of the:
    - State Civil Service Director
    - State Examiner of the Municipal Fire and Police Civil Service

The Commission unanimously approved granting the Chairman of the State Civil Service Commission the authority to conduct the Performance Planning – Calendar Year 2026, on behalf of the Commission, of the State Civil Service Director and the State Examiner of the Municipal Fire and Police Civil Service.
- Consideration of a motion to adjourn. (All Commissioners to verbally vote.) There being no further business, on motion duly made, seconded, and unanimously passed, the Commission agreed to adjourn at 12:38 p.m. on February 4, 2026.

Respectfully submitted,

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Byron P. Decoteau, Jr., Director

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J. Stewart Gentry, Chairman