

2020 Second Extraordinary Session

SENATE BILL NO. 21

BY SENATOR HEWITT

CIVIL SERVICE DEPARTMENT. 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. (1/1/21) (Item #52)

1 AN ACT

2 To amend and reenact R.S. 42:345(B), 1261, 1263(A), 1265, 1267(A)(1), and 1383(A); and  
3 to repeal R.S. 36:53(G) and R.S. 42:1262, relative to the Department of State Civil  
4 Service; to provide relative to a fee schedule for in-service training and educational  
5 programs provided by the department; to abolish the Advisory Board on In-service  
6 Training and Education; to provide relative to oversight of the training programs; to  
7 provide relative to definition of services provided; and to provide for related matters.

8 Be it enacted by the Legislature of Louisiana:

9 Section 1. R.S. 42:345(B), 1261, 1263(A), 1265, 1267(A)(1), and 1383(A) are  
10 hereby amended and reenacted to read as follows:

11 §345. Department of State Civil Service; assistance

12 \* \* \*

13 B. As required by Article VII, Section 14 of the Constitution of Louisiana,  
14 the Department of State Civil Service shall recoup the costs of copying or  
15 reproducing the training material on a compact disc and recoup the cost of mailing  
16 the disc to the agency, unless the agency is subject to the fees assessed for in-service  
17 training pursuant to ~~R.S. 42:1262(A)~~ **R.S. 42:1383.**

\* \* \*

§1261. In-service training and educational programs; conducted ~~by~~ **for** state agencies; eligible employees; fees; ~~policy board;~~ contracts and agreements

A.(1) The Department of State Civil Service shall institute, develop, conduct, maintain, and otherwise provide for continuing programs of in-service training and education designed to improve the supervisory, managerial, and other generally applicable skills and expertise of officials and employees of all state agencies, including supervisory, administrative, and managerial personnel and nonsupervisory employees.

(2) For purposes of this Chapter, "state agency" means any board, commission, department, agency, office, officer, or other entity:

- (a) Within the executive or legislative branches of state government;
- (b) Of the supreme court, a court of appeal, or a district court of the judicial branch of state government; or
- (c) Which employs any state classified employee.

~~B.(1) In-service training and educational programs, as required by Subsection A of this Section, shall consist of a public training program which will be open to all employees and officials of all state agencies and a management development program which shall be open to all such employees and officials who manage or supervise.~~

~~(2)~~ The in-service training and educational programs may be made available on a fee basis to other public officials and employees and to other participants as determined by the Department of State Civil Service, ~~based on recommendations by the policy board established herein,~~ provided such participation does not have the effect of denying access to the program by any employee or official of a state agency. The ~~department~~ **Department of State Civil Service** shall ~~shall~~ **may** establish and impose a schedule of fees or other charges for such officials, employees, and participants to attend such programs, ~~based upon recommendations of the policy~~

1 board.

2 ~~(3)~~**(2)** The Department of State Civil Service is hereby designated as the  
3 training agency for the public training program and the management development  
4 program **state agencies as set forth in Subsection A of this Section.**

5 C.~~(1)~~ A policy board is hereby established to be composed as follows:

6 (a) One representative each from the office of the governor, the division of  
7 administration, the Department of State Civil Service, the Judicial College, the  
8 Louisiana Board of Regents, and one nonprofit public interest organization. The  
9 representative of each of the named boards, agencies, offices, or organizations is to  
10 be appointed by the State Civil Service Commission from a list of names submitted  
11 by each of such boards, agencies, offices, or organizations for such purpose.

12 (b) A representative from the House of Representatives, designated by the  
13 speaker of the House, and a representative of the Senate, designated by the president  
14 of the Senate.

15 (c) The training director for the public training program and management  
16 development program, as designated by the Department of State Civil Service.

17 (2) The policy board shall advise the Department of State Civil Service on  
18 said training programs and shall award certifications to employees successfully  
19 completing all requirements in the management development program.

20 ~~D.~~ **The State Civil Service Commission shall advise the Department of**  
21 **State Civil Service on in-service training and educational programs and may**  
22 **award certifications to employees upon successful completion of such programs.**

23 Cooperative arrangements or agreements may be entered into between the  
24 Department of State Civil Service and state educational institutions for their  
25 participation in said training **and educational** program **programs** as needed to  
26 accomplish any of the purposes enumerated in Subsection A of this Section.

27 \* \* \*

28 §1263. Employee training program

29 A. Pursuant to Louisiana Constitution Article X, Section 10(A) **of the**

1 Constitution of Louisiana, the State Civil Service Commission shall require the  
2 Department of State Civil Service to institute an employee training program in  
3 accordance with the provisions of this Chapter for ~~the several state departments,~~  
4 ~~agencies, boards, and commissions,~~ to coordinate ~~servicewide and intergovernmental~~  
5 in-service training and educational programs ~~through the public training program~~  
6 ~~and the management development program,~~ to review the development and conduct  
7 of such programs, and to submit progress reports to the governor and legislature as  
8 either may direct.

9 \* \* \*

10 §1265. Cooperative arrangements with educational institutions

11 In addition to the in-service training and educational programs provided for  
12 in this Chapter, all state ~~departments,~~ agencies, ~~boards, and commissions~~ may engage  
13 in cooperative arrangements or agreements with the Department of State Civil  
14 Service and with state educational institutions for specialized training, work-study  
15 programs, internships, and research projects designed to be useful in making  
16 long-range training and educational plans. State educational institutions are hereby  
17 directed to give special consideration to such projects and programs.

18 \* \* \*

19 §1267. Required training; cybersecurity

20 A.(1) The Department of State Civil Service shall institute, develop, conduct,  
21 and otherwise provide for training programs designed to keep state agencies safe  
22 from cyberattack. The programs shall be designed to focus on forming information  
23 security habits and procedures that protect information resources and teach best  
24 practices for detecting, assessing, reporting, and addressing information security  
25 threats. The department may make the training available as an online course. The  
26 office of technology services shall provide assistance to the Department of State  
27 Civil Service in the development of the training program. The cost of instituting,  
28 developing, conducting, and otherwise providing cybersecurity awareness training  
29 shall be paid in the manner established by ~~R.S. 42:1262~~ R.S. 42:1383.

\* \* \*

§1383. Department of State Civil Service; appropriations; pro rata share paid by other agencies; billing; collection calculations

A. The cost of operating the state civil service system and instituting, developing, conducting, and otherwise providing in-service training and educational programs by the Department of State Civil Service shall be paid by agencies employing state classified employees. The total amount payable by each agency shall be calculated on the basis of a percentage of the annual gross salaries of the state classified employees within each agency, as reflected in the records maintained by the Department of State Civil Service on the last working day of the calendar year preceding the year of the billing, and shall not exceed ~~seven~~ nine-tenths of one percent of the annual gross salaries. The Department of State Civil Service shall bill each state agency the amount payable by that agency for the billing period. The amount so billed shall be payable by each agency within thirty calendar days from the date of the mailing of the billing.

\* \* \*

Section 2. R.S. 36:53(G) is hereby repealed.

Section 3. R.S. 42:1262 is hereby repealed.

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The original instrument and the following digest, which constitutes no part of the legislative instrument, were prepared by Matt DeVille.

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DIGEST

SB 21 Original

2020 Second Extraordinary Session

Hewitt

Present law requires that the Department of State Civil Service (department) institute, develop, conduct, maintain and otherwise provide for in-service training and educational programs for state employees that may be made available for a fee to other public officials and employees as determined by the department based on recommendations from an external policy board.

Proposed law requires that the department institute, develop, conduct, maintain and otherwise provide for in-service training and educational programs for state employees that may be made available for a fee to other public officials and employees as determined by an internally developed fee schedule.

Present law establishes a policy board composed of one representative each from the office of the governor, division of administration, the department, Judicial College, Board of Regents, one nonprofit public interest organization, House of Representatives, Senate, and the department's training director to advise the department on said training programs and to

award certifications to employees successfully completing all requirements in the management development program.

Proposed law abolishes the policy board and removes internal citations to it in other areas of law.

Present law mandates that the State Civil Service Commission require the department to institute an employee training program for state agencies, coordinate servicewide and intergovernmental training, review the development and conduct of the program, and submit progress reports as directed.

Proposed law mandates that the State Civil Service Commission require the department to institute an employee training program for state agencies, coordinate in-service and educational programs, review the development and conduct of the program, and submit progress reports as directed.

Present law provides that in addition to the in-service training programs provided by the department, all state agencies may engage in cooperative endeavor arrangements or agreements with the department and with state educational institutions for specialized training, work-study programs, internships, and research projects.

Proposed law provides that in addition to the in-service education training programs provided by the department, all state agencies may engage in cooperative endeavor arrangements or agreements with the department and with state educational institutions for specialized training, work-study programs, internships, and research projects.

Present law provides that the cost of operating the state civil service system will be paid to department by agencies employing state classified employees and that the total amount payable by each agency will not exceed seven-tenths of one percent of the annual gross salaries of the state classified employees within each agency, that the cost of department-administered public training programs will be paid to the department by agencies employing state classified employees, and that the total amount payable by each agency will not exceed two-tenths of one percent of the annual gross salaries of the state classified employees within each agency.

Proposed law provides that the cost of operating the state civil service system and providing in-service and educational programs to state employees will be paid to the department by agencies employing state classified employees and that the total amount payable by each agency will not exceed nine-tenths of one percent of the annual gross salaries of the state classified employees within each agency and removes internal citations to present law being repealed.

Effective January 1, 2021.

(Amends R.S. 42:345(B), 1261, 1263(A), 1265, 1267(A)(1), and 1383(A); repeals R.S. 36:53(G) and R.S. 42:1262)