



## STATE POLICE COMMISSION

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JEFF LANDRY  
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JASON HANNAMAN  
EXECUTIVE DIRECTOR

### General Circular No. 237

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Date: August 28, 2024

Subject: Announcement of September 12, 2024 Pay Hearing

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The State Police Commission will hold a public hearing on Thursday, September 12, 2024, to consider proposed changes to the Classification and Pay Plan. The hearing will begin at 10 a.m. and will be held in the Veterans' Memorial Auditorium of the Department of Agriculture and Forestry Building, 5825 Florida Blvd., Baton Rouge, Louisiana.

The Commission will consider the following exhibits:

**THE CHANGES TO THE PAY PLAN NOTED IN EXHIBIT (A) AND REQUIRE APPROVAL ONLY FROM THE STATE POLICE COMMISSION PRIOR TO IMPLEMENTATION.**

**EXHIBIT A:** Proposed Minimum Qualification Changes to the Pay Plan (see attached).

Please review this proposal and furnish us with any comments that you consider pertinent by the close of business on September 6, 2024. If you would like to appear before the Commission to present your comments orally, you are invited to do so and are requested to notify this office of such intentions in advance of the meeting.

You may submit comments regarding this proposal to my attention at [Jason.Hannaman@La.gov](mailto:Jason.Hannaman@La.gov).

This General Circular should be posted prominently so that all employees will receive notice of this hearing.

Sincerely,

s/Jason Hannaman, PHR, SHRM-CP  
Executive Director

**Exhibits requiring approval from the State Police Commission prior to implementation:**

**EXHIBIT A: MINIMUM QUALIFICATION CHANGES TO THE PAY PLAN**

The proposed change to the minimum qualifications clarifies that experience as a POST Level 1 certified peace officer qualifies applicants for the State Police Cadet position, helping candidates to self-identify their certification status before submitting an application. Additionally, the proposed update to the necessary special requirements mandates that applicants must be 21 years old, aligning with similar changes to the DPS Police Cadet qualifications. The addition of the documentation requirements section clearly outlines the necessary items that should be submitted to verify an applicant’s qualifications.

<b>07133380 – STATE POLICE CADET (P1)</b>	
<b>CURRENT MINIMUM QUALIFICATION</b>	<b>PROPOSED MINIMUM QUALIFICATION</b>
<p>07133380 STATE POLICE CADET P1</p> <p><u>MINIMUM QUALIFICATIONS:</u> Any of the following will qualify:</p> <ol style="list-style-type: none"> <li>1. Two (2) years of experience as a Peace Officer Standards and Training (POST) certified peace officer in a full-time position, whose job duties include armed duty with the power of arrest (<i>jailer/correctional officer experience does not qualify</i>); or</li> <li>2. A minimum of sixty (60) semester hours from an accredited college or university; or</li> <li>3. Any two (2) year combination of Options 1 and 2 above, whereby thirty (30) semester hours will be equivalent to one (1) year of experience; or</li> <li>4. Three (3) years of continuous active military duty in the United States Military, effective October 1, 2001.</li> </ol> <p><u>NECESSARY SPECIAL REQUIREMENTS:</u> Must be able to read, write and speak the English language.</p> <p>Must possess a high school diploma or equivalency.</p> <p>Must be at least eighteen (18) years old at time of application.</p> <p>Must possess a valid Louisiana Driver's License at time of appointment.</p>	<p>07133380 STATE POLICE CADET P1</p> <p><u>MINIMUM QUALIFICATIONS:</u> Any of the following will qualify:</p> <ol style="list-style-type: none"> <li>1. Two (2) years of experience as a Peace Officer Standards and Training (POST) <b>Level 1 (or out-of-state equivalent)</b> certified peace officer in a full-time position, whose job duties include armed duty with the power of arrest (<i>jailer/correctional officer experience does not qualify</i>); or</li> <li>2. A minimum of sixty (60) semester hours from an accredited college or university; or</li> <li>3. Any two (2) year combination of Options 1 and 2 above, whereby thirty (30) semester hours will be equivalent to one (1) year of experience; or</li> <li>4. Three (3) years of continuous active military duty in the United States Military, effective October 1, 2001.</li> </ol> <p><u>NECESSARY SPECIAL REQUIREMENTS:</u> Must be able to read, write and speak the English language.</p> <p>Must possess a high school diploma or equivalency.</p> <p>Must be at least <del>eighteen (18)</del> <b>twenty-one (21)</b> years old at time of application.</p> <p>Must possess a valid Louisiana Driver's License at time of appointment.</p>

<p>Must pass physical examination, and physical fitness test.</p> <p>Must submit to a drug screen and a risk assessment.</p> <p>An applicant will be disqualified if there are any indictments or bills of information pending against him in which he is charged with a felony, or if he has been convicted within the past three (3) years of hit and run or driving while intoxicated. An applicant who has been convicted of a felony will be disqualified until relief from the disabilities imposed by the state and federal law is granted.</p> <p><u>NOTE:</u> Any college hours or degree must be from a school accredited by one of the following regional accrediting bodies: the Middle States Association of Colleges and Secondary Schools; the New England Association of Schools and Colleges, Incorporated; the North Central Association of Colleges and Secondary Schools; the Northwest Association of Secondary and Higher Schools; the Southern Association of Colleges and Secondary Schools; the Western Association of Schools and Colleges.</p>	<p>Must pass physical examination, and physical fitness test.</p> <p>Must submit to a drug screen and a risk assessment.</p> <p>An applicant will be disqualified if there are any indictments or bills of information pending against him in which he is charged with a felony, or if he has been convicted within the past three (3) years of hit and run or driving while intoxicated. An applicant who has been convicted of a felony will be disqualified until relief from the disabilities imposed by the state and federal law is granted.</p> <p><u>NOTE:</u> <del>Any college hours or degree must be from a school accredited by one of the following regional accrediting bodies: the Middle States Association of Colleges and Secondary Schools; the New England Association of Schools and Colleges, Incorporated; the North Central Association of Colleges and Secondary Schools; the Northwest Association of Secondary and Higher Schools; the Southern Association of Colleges and Secondary Schools; the Western Association of Schools and Colleges.</del></p> <p><u>DOCUMENTATION REQUIREMENT:</u> Depending on their minimum qualification option, an applicant must provide documentation with their application for verification purposes: a POST certificate; an official transcript from an accredited college or university; or (for military service) a copy of their DD-214 or a letter from their current commanding officer verifying their continuous active-duty service.</p>
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