

# State Police Commission



Post Office Box 66555  
Baton Rouge, La. 70896-6555  
Phone (225) 925-7057  
Fax (225) 925-7058

General Circular No. 98

Issue Date: October 15, 1998

Subject: Revision of Chapter 19 of the State Police Commission Rules and Pay Plan Changes

Pursuant to the provisions of State Police Commission Rule 2.10(a), the State Police Commission will hold a public hearing on Monday, November 16, 1998, to consider repealing and reenacting Chapter 19 of the State Police Commission Rules and changes to the Pay Plan and Transition Guide, adjusting the State Police Pilot jobs to the pay level for the January 1, 1999 Pay Plan that corresponds with the current pay level. The hearing will begin at 9:00 a.m. in the Conference Room, Eleventh Floor, Wooddale Towers Building, 1885 Wooddale Boulevard in Baton Rouge, Louisiana.

Please review these proposals and furnish, in writing, by November 04, 1998, any comments which you consider pertinent. If you would like to appear before the Commission and present your comments orally, you are invited to do so. You must notify this office by November 04, 1998 of your intention to address the Commission, to be placed on the agenda.

Please post this General Circular prominently, so that all employees will receive notice of this hearing. If any special accommodations are needed, please notify us prior to the hearing date.

Sincerely,

*Debra L. Johnson*

Debra L. Johnson  
Director

Attachment

## CHAPTER 19

### TRANSITION TO NEW PAY STRUCTURE

#### 19.1 Purpose and Scope.

These rules are interim rules for the purpose of effecting transition from the old State Police Schedule (SPS) pay structure to a new pay structure. This Chapter temporarily supercedes all other rules that are now in conflict.

#### 19.2 Rates in the Pay Plan.

The pay range for each job shall consist of designated Salary Rates representing the following career achievements:

- (a) \*representing the entrance salary or hire rate,
- (b) \*\* representing attainment of Police Officer Standards and Training (POST) certification and graduation from the State Police Training Academy,
- (c) \*\*\*representing the successful completion of the Field Officer Training (FTO) Program or successful performance of four months of service following POST certification and graduation from the State Police Training Academy,
- (d) twenty consecutive annual rates representing a full year of State Police Officer service from date of hire,
- (e) a longevity salary rate representing twenty-five years of State Police Officer service from date of hire.

#### 19.3 Pay Upon Movement of Jobs to New Structure Grades.

- (a) Each officer's individual pay rate shall become the rate of pay assigned to the Salary Rate column representing his/her service tenure as defined in 19.2 (a) through (e) as applicable for the pay level assigned to the job for which his/her position is allocated, except as provided in accordance with 19.3 (b).
- (b) If the officer had one or more merit increases withheld as a result of substandard performance or insufficient length of active duty due to an extended illness, the State Police Superintendent may set the officer's individual pay rate at the rate assigned to a Salary Rate column equal to his/her number of years State Police Officer service minus a year of service for each merit increase withheld. If this option is applied in the conversion from the old pay plan to the new pay plan, it must be implemented in a uniform manner.

- (c) Special pay not included in the Officer's base pay such as hazardous duty, shift differential, on-call, extraordinary duty, etc. in effect at the time of movement from the old pay plan to the new pay plan shall remain in effect.
- (d) Officers serving a pre-authorized Detail To Special duty on the effective date of implementation of the new pay plan shall be returned to their regular position for the conversion of their pay grade and salary rate. Then, effective immediately thereafter, shall resume serving the remainder of the Detail To Special Duty, having their salary rate for the position to which they are Detailed set in accordance with Rule 6.11 and 6.7, using the new pay plan grid.
- (e) Red circled rates in effect immediately prior to the implementation of the new pay plan shall remain in effect unless the rate of pay for the salary rate column in which the Officer meets eligibility under Rule 19.3 (a) is equal to or greater than the officer's red circled rate.

#### 19.4 Hiring Rate

- (a) Pay upon employment shall be established at the hire rate (\* Salary Rate Column) of each job.
- (b) All Special Entrance/Retention Rates are canceled with the implementation of the new structure.
  - (a) In order to reestablish Special Entrance Rates above the hire rate and Special Retention Rates above any of the designated rates of pay in a pay range including the highest salary rate, the State Police Superintendent must make a request under established procedures.
  - 2. Upon approval of a Special Entrance/Retention Rate, provisions of Rule 6.5 (b) shall apply.

#### 19.5 Implementation

The new pay plan shall be implemented in its entirety as the first action to occur on the effective date set by the governor. Any other action(s) occurring on the same date must take place following implementation.

PROPOSED

**STATE POLICE PAY PLAN**  
EFFECTIVE 1/1/99

<b>JOB CODE</b>	<b>JOB TITLE</b>	<b>PAY LEVEL</b>
133380	STATE POLICE CADET	P-1
143120	STATE POLICE TROOPER	P-2
154730	STATE POLICE MASTER TROOPER	P-3
	(No job title(s) assigned to this pay level at the present.)	P-4
143130	STATE POLICE SERGEANT	P-5
	(No job title(s) assigned to this pay level at the present.)	P-6
143140 133990 133550	STATE POLICE LIEUTENANT STATE POLICE POLYGRAPHIST STATE POLICE TECHNICAL SUPPORT OFFICER	P-7
113610	STATE POLICE PILOT	
113700 133660	STATE POLICE MASTER PILOT STATE POLICE FINANCIAL INVESTIGATOR	P-8
133390	STATE POLICE CAPTAIN	P-9
141210	STATE POLICE DEPUTY COMMAND PILOT	P-10
133460	STATE POLICE MAJOR	P-11
141210	STATE POLICE COMMAND PILOT	P-12
133400	STATE POLICE LIEUTENANT COLONEL	P-13

**NOTE: THE 10/12/98 PROPOSED CHANGES TO THE STATE POLICE PAY PLAN APPROVED EFFECTIVE 1/1/99 ARE IDENTIFIED BY BOLD PRINT.**

**PROPOSED**

**TRANSITION GUIDE TO THE JANUARY 1, 1999 PAY PLAN  
AND  
STATE POLICE PAY SCALE SUMMARY**

<b>JOB TITLE</b>	<b>CURRENT PAY LEVEL</b>	<b>PROPOSED PAY LEVEL</b>
STATE POLICE CADET	SPS-13*	P-1
STATE POLICE TROOPER	SPS-14*	P-2
STATE POLICE MASTER TROOPER	SPS-15*	P-3
(No job title(s) assigned to this pay level at the present.)	SPS-16*	P-4
STATE POLICE SERGEANT	SPS-17*	P-5
(No job title(s) assigned to this pay level at the present.)	SPS-18*	P-6
STATE POLICE LIEUTENANT; STATE POLICE POLYGRAPHIST; STATE POLICE TECHNICAL SUPPORT OFFICER; STATE POLICE PILOT	SPS-19*	P-7
STATE POLICE MASTER PILOT; STATE POLICE FINANCIAL INVESTIGATOR	SPS-20*	P-8
STATE POLICE CAPTAIN	SPS-21*	P-9
STATE POLICE DEPUTY COMMAND PILOT	SPS-22*	P-10
STATE POLICE MAJOR	SPS-23*	P-11
STATE POLICE COMMAND PILOT	SPS-24*	P-12

JOB TITLE	CURRENT PAY LEVEL	PROPOSED PAY LEVEL
STATE POLICE LIEUTENANT COLONEL	SPS-25*	P-13

Current Pay Level reflects previous market grade adjustments (\*) above the evaluation level derived from the State Job Evaluation System developed by the Department of State Civil Service for the June 29, 1987 pay plan.

NOTE: Hourly rates are not exact due to rounding up to the whole cent for .005 or greater and down for .004 or less.

**NOTE: 10/12/98 PROPOSED CHANGES ARE IDENTIFIED IN BOLD PRINT.**

Debra Johnson  
10/15/98 02:47 PM

To: LSP.ALL  
cc:  
Subject: General Circular No. 98 - Pay Plan Transition

General Circular No. 98

Issue Date: October 15, 1998

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#### *PROPOSED*

### **STATE POLICE PAY PLAN** EFFECTIVE 1/1/99

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	(No job title(s) assigned to this pay level at the present.)	P-4
143130	STATE POLICE SERGEANT	P-5
	<b>(No job title(s) assigned to this pay level at the present.)</b>	P-6
143140 133990 133550 113610	STATE POLICE LIEUTENANT STATE POLICE POLYGRAPHER STATE POLICE TECHNICAL SUPPORT OFFICER <b>STATE POLICE PILOT</b>	P-7
113700 133660	<b>STATE POLICE MASTER PILOT</b> STATE POLICE FINANCIAL INVESTIGATOR	P-8

133390	STATE POLICE CAPTAIN	P-9
141210	<b>STATE POLICE DEPUTY COMMAND PILOT</b>	P-10
133460	STATE POLICE MAJOR	P-11
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***PROPOSED***

***TRANSITION GUIDE TO THE JANUARY 1, 1999 PAY PLAN  
AND  
STATE POLICE PAY SCALE SUMMARY***

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(No job title(s) assigned to this pay level at the present.)	SPS-18*	P-6

STATE POLICE LIEUTENANT; STATE POLICE POLYGRAPHER; STATE POLICE TECHNICAL SUPPORT OFFICER; <b>STATE POLICE PILOT</b>	SPS-19*	P-7
<b>STATE POLICE MASTER PILOT;</b> STATE POLICE FINANCIAL INVESTIGATOR	SPS-20*	P-8
STATE POLICE CAPTAIN	SPS-21*	P-9
<b>STATE POLICE DEPUTY COMMAND PILOT</b>	SPS-22*	P-10
STATE POLICE MAJOR	SPS-23*	P-11
<b>STATE POLICE COMMAND PILOT</b>	SPS-24*	P-12
STATE POLICE LIEUTENANT COLONEL	SPS-25*	P-13

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