Eva N. Santos Communication Awards

Nominations from dues-paying states are considered for eligibility. Nominated leaders and programs should have a positive effect on the administration of state human resource programs. A state's central human resource department or line agency human resource operations may administer nominated programs.

Programs and projects must have been operational for at least six months and must be transferable to other states. Selection criteria are based on the questions asked on the award application. Included in this packet are the specific criteria for each award and their categories. Nominations are encouraged in all areas of human resource management administration.

Additionally, please provide the project initiative in one of the following formats:

- Web link
- Snapshot
- PDF

NOMINATION INFORMATION

Title of Nomination:State Civil Service Employee Spotlight SeriesState: Louis			State: Louisiana
Contact Person: Lindsay Ruiz de Chavez		Contact's Title: Public Information Director	
Agency: Louisiana State Civil Service		Mailing Address: P.O.	Box 94111
City: Baton Rouge	State: LA	Zip: 70804-9111	
Telephone: (225) 219-9462		Fax: (225) 342-8058	

E-mail: Lindsay.ruiz@la.gov

NOMINATOR INFORMATION

Nominator: Byron P. Decoteau, Jr.	Title: State Civil Service Director
State: Louisiana	Agency: Louisiana State Civil Service
Telephone: (225) 342-8272	Fax: (225) 342-8058

E-mail: Byron.Decoteau@la.gov

ALL SUBMISSIONS MUST:

Meet all eligibility requirements. • Meet deadline requirements stated on the NASPE website. • Be entered in the correct category and be correctly identified. • Include a complete nomination packet. • Conform to all copyright laws. Page 1 of 5

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1. Please provide a brief description of the submission.

The <u>State Civil Service Employee Spotlight Series</u> features state employees from across Louisiana who have been nominated by a coworker for their excellence. Each month, State Civil Service highlights a nominated employee with a graphic that includes their photograph and a Q&A section that is both job-related and personal. The graphic is published to our website and shared on the Louisiana State Civil Service Facebook, Twitter and Instagram accounts.

2. How long has the submission been in existence?

We created the State Civil Service Employee Spotlight Series in May 2018 and have highlighted one employee a month since then.

3. Why was this submission created?

State Civil Service created the Employee Spotlight Series in order to recognize the excellent things state employees accomplish from all across state government and highlight the various job descriptions available within state agencies.

4. How does this submission support the goals and objectives of your agenda/department?

The Employee Spotlight Series exemplifies the values of State Civil Service: Integrity, Customer Commitment, Innovation and Accountability. State employees are encouraged to recognize qualities that represent these values in their fellow co-workers and nominate them for the Employee Spotlight Series.

The State Civil Service Mission statement is "To provide merit-based, innovative workforce solutions which enable state government to attract, develop and retain a productive, diverse and engaged workforce that excels in delivering quality services to the citizens of Louisiana." We believe that the Employee Spotlight Series is a beneficial tool that addresses the attracting and retaining workforce portion

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of our mission. Employees across state agencies with various job titles and descriptions are sharing details about what they do for Louisiana and why they chose to work at their specific agency.

5. Have you been able to measure the effectiveness of this submission? If so, how?

We have measured the effectiveness of the State Civil Service Employee Spotlight Series by reporting nearly 5,000 views on our Employee Spotlight webpage. In addition, we have received positive feedback from multiple Human Resources staff members and 35 nominations since the series' creation

in May 2018.

April 2019 Employee Spotlight featured on the Louisiana State Civil Service website.



If you won an all-expenses-paid vacation, where would you go and why? I would love to travel and am always ready to go anywhere at any time!



#EveryDayForEveryCitizen

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March 2019 Employee Spotlight featured on the Louisiana State Civil Service Twitter page.



State Civil Service @LA_SCS

This month, we are proud to spotlight David from @LASERSonline! He was nominated for demonstrating integrity, leadership, trust, respect and excellence every day. Thanks for your service to Louisiana! buff.ly/2IAI2nk #EveryDayForEveryCitizen #lagov



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June 2018 Employee Spotlight featured on the Louisiana State Civil Service Facebook page.



May 2018 Employee Spotlight featured on the Louisiana State Civil Service Instagram page.



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