

Pay Matters newsletter

Category: Electronic newsletter

State of Louisiana

Contact:

Marianne Covington, Compensation Manager

Department of State Civil Service

P O Box 94111, Capitol Station

Baton Rouge, LA 70804-9111

Phone: (225) 342-8266

Fax: (225) 342-6074

Marianne.Covington@la.gov

Two issues of Pay Matters submitted for review:

Nov/Dec 2008 <http://www.civilservice.la.gov/ClassPay/pay/paymattersarchives/Nov-Dec%202008.pdf>

Feb/Mar 2008 <http://www.civilservice.la.gov/ClassPay/pay/paymattersarchives/Feb-Mar08.pdf>

Pay Matters is a bimonthly newsletter issued by the Compensation Division of the Louisiana Department of State Civil Service (DSCS) to advise the human resources directors and staff members of Louisiana state agencies of updates and developments in DSCS Compensation Division procedures, rules, and practices. Each newsletter includes clarifications of existing policies, reminders of best HR practices, answers to common questions, and information on new or developing procedures and HR initiatives.

The first edition of this submission was March, 2006.

The newsletter was created as an informal means of disseminating rapidly-evolving human resource news, information, and updates to a state HR community spread throughout the 64 Louisiana parishes and encompassing over 60,000 classified state employees. While much of the information is available at the DSCS website, the newsletter focuses this information, concentrating on only a few pertinent and timely classification and pay issues, and on issues for which the Compensation division is routinely contacted for clarification, explanation, or exposition.

It is the practice and policy of the Compensation Division of the Department of State Civil Service to delegate as much activity, authority, and decision making to the user-agencies as possible, while still maintaining the necessary oversight mandated by the merit system of state classified employment as determined by the state constitution. As a result, it is imperative that state agency HR personnel have access to the most up-to-date, concise, and user-friendly information pertinent to their discipline. This more readable and approachable format functions not only as a means of news and information dissemination in itself, but also includes the necessary links to further sources of news and data without necessitating a more cumbersome online search. Additionally, announcements (such as the "Spot Award" concept) can be made in an attention grabbing way to every registered agency compensation specialist in the state in a readable, easy-to-use fashion, which then heightens agency inquiries about, and use of, the pay and classification tools constantly being devised and formulated by both DSCS and other agencies.

The nature of the newsletter is such that no real concrete measurement of effectiveness is available. However, positive agency response throughout the state has been overwhelming in response to this initiative, such as, "Thanks a lot...this should be very helpful," and "Your newsletter is beautiful! Also well written and very informative." Additionally, DSCS Compensation staff have noticed significantly greater adherence to DSCS policies and procedures in the timelines and accuracy of submitted documentation for position descriptions, Commission items, and pay requests. Much of this improvement, we believe, is a result of procedural reminders and updates included in Pay Matters.