

State Police Commission



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General Circular No. 118

Issue Date: November 9, 2001

Subject: State Police Commission Rules 12.2(b), 12.7(a), 12.9(a) and (b)

Pursuant to the provisions of State Police Commission Rule 2.10(a), the State Police Commission will hold a public hearing on Thursday, December 20, 2001 to consider repealing and reenacting State Police Commission Rules 12.2(b), 12.7(a), and 12.9(a) and (b). The hearing will begin at 9:00 a.m. in the Conference Room, Eleventh Floor, Wooddale Towers Building, 1885 Wooddale Boulevard, Baton Rouge, Louisiana. These charges will remove written reprimands as disciplinary actions.

Chapter 12

Disciplinary Actions, Removals and Resignations

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12.2 Cause; Disciplinary Actions:

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- (b) Disciplinary actions include only the following: dismissals, suspensions without pay, reductions in pay, and involuntary demotions.

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12.7 Pre-dismissal, Removal Or Discipline Procedure.

- (a) A permanent employee may not be dismissed, or removed or subjected to any discipline, until he/she has been given written notice of the proposed action, and the reasons therefor, a description of the evidence supporting the proposed action, and a reasonable opportunity to respond thereto.

. . . .

12.9 Letters Of Counseling, Warning, or Reprimands; Responses.

- (a) A letter of counseling, warning, or reprimand is not a disciplinary action. Such letters may be maintained in a supervisory or investigatory file; however, they shall not be included in any record which is accessible to the public. Such a letter is not appealable to the Commission, except on the basis of discrimination or a violation of the Article or these Rules.
- (b) The employee may submit a written response to any letter of counseling, warning or reprimand issued to them, and such response shall be attached to each copy of the letter of counseling, warning or reprimand that is maintained by the employing agency.

Please review this proposal and furnish, in writing, by December 10 2001, 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 December 10, 2001 of your intention to address the Commission, in order 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