



Post Office Box 94111  
Baton Rouge, LA 70804-9111

[www.civilservice.la.gov](http://www.civilservice.la.gov)

SHANNON S. TEMPLET, DIRECTOR

Phone: 225-342-8274

Fax: 225-342-8058

TDD: 800-846-5277

Toll Free: 866-783-5462

January 29, 2013

Mr. John McLure  
10 McLure Lane  
Woodworth, LA 71485

Mr. Lee Griffin  
8220 N. Hart's Mill Lane  
Baton Rouge, LA 70808

Mr. Scott Hughes  
820 Jordon Street #485  
Shreveport, LA 71101

Mr. Kenneth Polite  
3039 Octavia Street  
New Orleans, LA 70125

Mr. Pete Fremin  
481 Crochet Street  
Morganza, LA 70759

Dr. Sidney Tobias  
1126 W. Airline Hwy  
LaPlace, LA 70068

RE: Provisional Appointment of State Examiner of Municipal Fire and Police Civil Service

Dear Fellow Commissioners:

As you are aware, the State Civil Service Commission received notice from Ms. Melinda Livingston, State Examiner of Municipal Fire and Police Civil Service that she will be retiring effective February 1, 2013. State law requires this Commission to appoint the State Examiner of Municipal Fire and Police Civil Service. Therefore, at our December meeting you delegated to me the authority to appoint a Provisional State Examiner until such time as we could select a new State Examiner.

I have requested that the staff of the Department of State Civil Service conduct a desk audit on the position of the State Examiner, and I have met with the current Examiner to learn more about this position in order to provide us with additional information concerning this position.

Pursuant to the authority you have delegated to me, I am hereby appointing Ms. Rainette Stephens as the Provisional State Examiner. Ms. Stephens is the Human Resources Division Administrator over the Staffing Division with the Department of State Civil Service. Ms. Stephens meets and greatly exceeds the minimum qualifications for the position of State Examiner. Ms. Stephens has agreed to take a leave of absence without pay from her current position in order to accept this provisional appointment with the understanding that she will not seek to be a candidate for the position of State Examiner of Municipal Fire and Police Civil Service on a permanent basis.

**AN EQUAL OPPORTUNITY EMPLOYER**

Ms. Stephens will serve as the Provisional State Examiner from February 2, 2013 until we have an opportunity to review the list of candidates, conduct interviews and appoint a new State Examiner. I have asked the staff of the Department of State Civil Service to provide us with a list of processes we may choose to use when making the final selection of a State Examiner. I would suggest that we finalize how we are going to proceed at the February meeting so that interviews can be set for our March meeting and a decision made as quickly as possible.

I would like to take this opportunity to thank Ms. Stephens for her willingness to accept this provisional appointment while we search for the most qualified candidate for the position of State Examiner of Municipal Fire and Police Civil Service. Also, I would like to thank the Department for its continued support of all our needs in carrying out our responsibilities as the State Civil Service Commission.

Sincerely,

A handwritten signature in cursive script, appearing to read "David L. Duplantier".

David L. Duplantier  
Chairman

cc: Shannon Templet  
Rainette Stephens  
Melinda Livingston  
Robert Lawrence