

# 2023 NASPE AWARDS

## *Advancing the HR Profession Award*

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.

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### **NOMINATION INFORMATION**

Title of Nomination: CPTP SCS HR Foundations

State: LA

Contact Person: Lindsay Ruiz de Chavez

Contact's Title: Public Information Director

Agency: Louisiana State Civil Service

Mailing Address: P.O. Box 94111, Baton Rouge, LA 70804-9111

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E-mail: Lindsay.ruiz@la.gov

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### **NOMINATOR INFORMATION**

Nominator: Byron P. Decoteau, Jr. Title: Director

State: LA

Agency: Louisiana State Civil Service

Telephone: 225.342.8274

E-mail: Byron.Decoteau@la.gov

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#### **ALL SUBMISSIONS MUST:**

- Meet all eligibility requirements
- Meet deadline requirements
- Include a complete nomination packet
- Conform to all copyright laws

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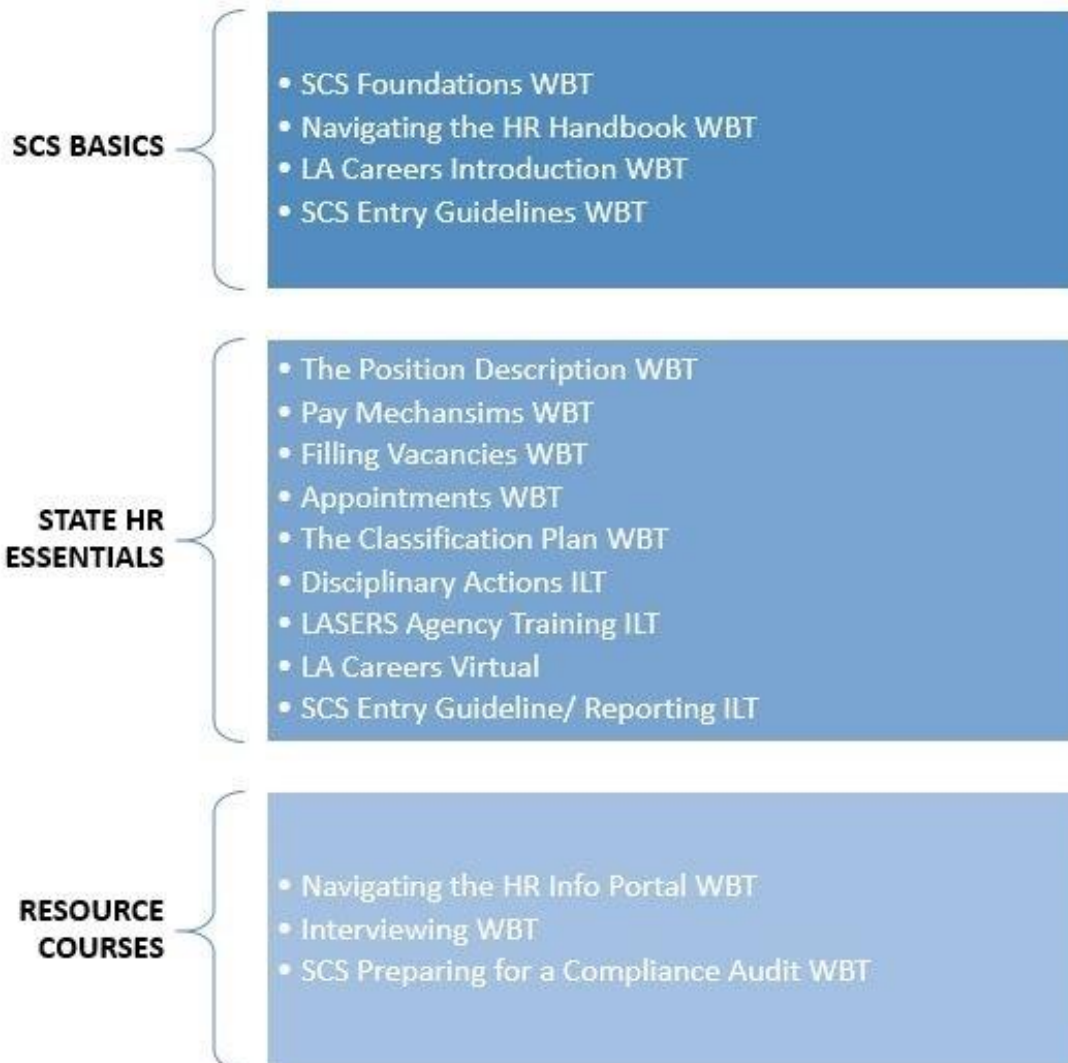
### DETAILS

Feel free to include links to websites as part of your nomination.

1. Please provide a brief description of this program.

The program provides learners with the knowledge and skills they need to successfully perform their jobs while also adhering to SCS Rules. Participants learn about the background and purpose of SCS as well as their role in ensuring that state government employs a competent workforce based on merit system principles.

The program is broken into two groups: SCS Basics and State HR Essentials. The courses in SCS Basics must be taken first and in succession, however, after that, the learner can take the courses in any order they choose. We've provided additional courses, that while not essential, are useful resources for HR Professionals.



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With a few exceptions, all of the courses are web-based. This decision was made with two thoughts in mind. First, it allows the learner to take the courses at their convenience from their desk, which limits the amount of time the learner will be away from the job. Second, web-based courses can serve as a just-in-time learning solution that learners can access to help them through certain tasks.

While the program is not required, SCS highly encourages new HR Professionals to complete the program as they will find the content useful. The program provides both the foundation and the framework within which the state's HR Professionals operate.

2. How long has this program or effort been operational?

The program went live in June 2022.

3. Why was this program/effort created?

This program replaces a previous version of HR training offered by SCS. The previous program, while it served an important purpose, needed to be updated and expanded. The program consisted of 5 web-based courses and an instructor-led capstone.

After much information gathering and discussion, we realized that the program needed to be revamped so that it provided our state HR Professionals with information that guided them on how to work in partnership with SCS and within the SCS Rules. Through this revision, we also wanted present the information in a more user-friendly manner.

4. What are the costs of this program/effort?

There is no cost for employees to take the program. There was also no cost in development or implementation since the program was developed by State Civil Service employees.

5. How is this program/effort funded?

This program was created by the Comprehensive Public Training Program (CPTP) in conjunction with State Civil Service. CPTP is funded by Louisiana state agencies through Inter-Agency Transfers.

6. How do you measure the success of this program/effort?

The success of the program will be determined by the quality of work done by the agencies in relation to their job postings and the actions performed at the agency level.

7. How has the program/effort changed since its inception?

The program has a resource module included in the curriculum. The plan is to add to the resource module as the need arises. The program will also be undergoing some revisions in the future as the structure of SCS was recently changed.

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