



LOUISIANA TECHNICAL COLLEGE ♦ REGION 9 ♦ WWW.REGION9.LTC.EDU

WILLIAM S. WAINWRIGHT
REGIONAL DIRECTOR/DEAN

ASCENSION CAMPUS
FLORIDA PARISHES CAMPUS
HAMMOND AREA CAMPUS
SULLIVAN CAMPUS

General Notice of Impending Layoff Avoidance Measure

To: Employees of Louisiana Technical College- Region 9
From: William S. Wainwright; Jimmy Sawtelle
Subject: Notice of Impending Layoff Avoidance Measure
Date: July 30, 2009

In accordance with the requirements of Civil Service Rule 17.5(a), notice is hereby given of an impending layoff avoidance measure to be implemented in our region for all of our employees region-wide. The plan for this layoff avoidance measure is being submitted to Civil Service for approval. This measure is necessary because of our department's funding being reduced by \$445,335 for the upcoming fiscal year. The campuses within Region 9 that will be affected by this request are Sullivan Main Campus, Florida Parishes Branch Campus, Ascension Branch Campus, and Hammond Area Branch Campus. We hope that by adopting this measure we will avert the need for layoffs.

We are proposing to freeze merit increases for all employees whose anniversary dates fall from September 1, 2009 through August 31, 2010. Our department will also freeze similar pay raises for unclassified employees.

Once the layoff avoidance plans have been approved by the Director of Civil Service (classified) and LCTCS board (unclassified), the plans will be made generally available to our employees.

Any questions concerning this matter should be directed to Joanna Dillman, Human Resources Director, at 985-732-6640 x 154. We regret the need for this action.

Sincerely,

William S Wainwright
Regional Director
LTC- Region 9

Jimmy Sawtelle
Interim Senior VP Workforce Development
Louisiana Community & Technical College System