



**LOUISIANA DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS
PUBLIC SAFETY SERVICES
SUPPLEMENTAL PAY**

To: Louisiana Municipal Police & Marshal Departments

**From: Supplemental Pay Division, Office of Management & Finance Louisiana,
Department of Public Safety & Corrections, Public Safety Services**

Subject: Extension for Municipality Payment Transition

After careful consideration of the processes needed to ensure a successful transition of Police and Marshal Supplemental Payments to the Municipalities, the Department of Public Safety, Supplemental Pay Team (team) is postponing the implementation date from January 31, 2024, to the start of the new fiscal year, July 31, 2024.

1. The team is expecting to roll out the new Municipality Portal for Applications and Warrants in the next few months. In the development of the new "Interactive Warrant," whereby the Municipalities will be able to submit status changes on-line in a much faster and accurate process, the team plans to build in additional processes to facilitate the transfer of funds and recovery of any potential overpayments.
2. Training will be required for the implementation of this new portal, and in that training the team can ensure that all Municipalities are properly informed of the new procedures involved with the transition of payments. One great concern the team has is that not all Municipalities understand their responsibilities once the payment transition occurs. We have received numerous e-mails and calls on that subject and we feel this will have a negative impact on the recipients.
3. Currently, 1/3 of all municipalities have yet to provide direct deposit enrollment forms. Supplemental pay for their employees is subject to a significant delay.
4. The Legislative Auditors have recently completed their Audit of the Supplemental Pay Program. The team expects there will be a need to implement some Policy and Procedure changes which may require updates to the Statutes. It would be prudent to address all needed updates prior to implementing the new payment method.

The team is committed to providing the best possible service to the Municipalities and the over 13,000 Recipients of Supplemental Pay. The new SuMPay system has already shown us that Supplemental Pay can be processed in a faster and more accurate fashion. The team is now collecting historical data within the system that will allow us to streamline the Application and Warrant processes even further in the future, reducing workload on DPS staff and the Municipalities. The move of the implementation date will ensure all aspects of the transition have been fully vetted and accounted for to ensure the best possible outcome.