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September 22, 2020

Board of Ethics
Louisiana Ethics Administration Program
P.O. Box 4368
Baton Rouge, Louisiana 70821

To Board Members,

I am Kaelysia Cooper, public servant at State Civil Service. I am requesting the advisory opinion of the Board of Ethics.

Currently, I serve in the Talent Development department of State Civil Service. We provide talent development solutions for all state employees. In my role, I am responsible for consulting with other state agencies to analyze performance gaps, facilitate training, and manage leadership programs.

I have decided to start my own professional coaching business. I am not performing this same function or duty within my current role at State Civil Service. My business is minority-owned for executives and professionals across the state of Louisiana. I currently do not intend for my business to compete or interact with the State of Louisiana. I would conduct business outside of my current work schedule, which is 7:00 am – 3:30 pm. Given this information, will my business violate any ethical rules?

I appreciate your time and consideration of my request. My address is below:

12783 Lockhaven Avenue
Baton Rouge, Louisiana

Should you need to contact me, please email me at Kaelysia.Cooper@gmail.com or call (502) 494-4574.

In service,


Kaelysia Cooper

HAND DELIVERED

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