CIVIL SERVICE BOARD MEETING
MARCH 17, 2020
9:00 AM
BOSSIER POLICE DEPT. CONFERENCE ROOM
620 BENTON ROAD
BOSSIER CITY, LOUISIANA 71111

ON MARCH 17, 2020, THE BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD HELD A BOARD MEETING AT THE BOSSIER CITY POLICE DEPARTMENT, CONFERENCE ROOM, 620 BENTON ROAD, BOSSIER CITY, LA. 71111.

AGENDA

I. CALL TO ORDER AND ROLL CALL 9:00 AM

BOARD CHAIRMAN WILLIAM SCHWARTZ CALLS THE MEETING TO ORDER AT 9:00 AM

MEMBERS PRESENT: WILLIAM SCHWARTZ, CHAIRMAN/CLBM
                SGT. CHARLIE BRIDGES PDBM
                JASON SHELTON FDBM
                CHARLIE DAVIS, GABM

OTHERS PRESENT: KAREN MAXWELL, BOARD SECRETARY

II. APPROVAL OF AGENDA FOR MARCH 17, 2020

BY BILL SCHWARTZ

MOTION MADE TO APPROVE THE AGENDA FOR MARCH 17, 2020

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

III. APPROVAL OF BOARD MINUTES OF JANUARY 22, 2020 BOARD MEETING

BY BILL SCHWARTZ

MOTION MADE TO APPROVE AND DISPENSE WITH THE READING OF
BOARD MINUTES OF JANUARY 22, 2020

SECOND BY CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL
IV. OLD BUSINESS

POLICE DEPARTMENT

1. APPROVAL OF GRADE RESULTS FOR THE PROMOTIONAL POSITIONS OF POLICE CAPTAIN, LIEUTENANT, SERGEANT AND JAILER II EXAMS GIVEN ON JANUARY 28, 2020

BY SGT. BRIDGES

MOTION MADE TO APPROVE THE GRADE RESULTS FOR THE PROMOTIONAL POSITIONS OF POLICE CAPTAIN, LIEUTENANT SERGEANT AND JAILER II EXAMS

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

2. APPROVAL OF APPLICATIONS FOR INFORMATION TECHNOLOGY SPECIALIST

BY SGT. BRIDGES

MOTION MADE TO APPROVE THE APPLICATIONS FOR INFORMATION TECHNOLOGY SPECIALIST ADVERTISED BETWEEN JANUARY 22, 2020 AND FEBRUARY 20, 2020. (I SCANNED AND EMAILED ALL APPLICATIONS TO SHERRI COBB ON 3-23-20.)

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

FIRE DEPARTMENT

1. APPROVAL OF APPLICATIONS FOR THE POSITIONS OF DIRECTOR OF COMMUNICATIONS AND FIRE COMMUNICATIONS SUPERVISOR.

BY: CAPT SHELTON

MOTION MADE TO APPROVE THE APPLICATIONS FOR THE POSITIONS OF DIRECTOR OF COMMUNICATIONS AND FIRE COMMUNICATIONS SUPERVISOR.

(THERE IS ONE (1) EXCEPTION TO THE APPROVED APPLICATIONS. THE APPLICATION OF SHERRELLE O'NEAL FOR THE POSITION OF DIRECTOR OF COMMUNICATIONS. HER APPLICATION WAS REJECTED DUE TO THE LACK OF CONFIRMATION IN HER CURRENT POSITION.)

V. NEW BUSINESS

POLICE DEPARTMENT

1. APPROVAL OF PERSONNEL ACTION FORMS

BY SGT. BRIDGES

MOTION MADE TO APPROVE THE PERSONNEL ACTION FORMS FROM THE POLICE DEPARTMENT

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL
APPROVED PERSONNEL ACTION FORMS:

DYSART, JENNIFER                     SICK LEAVE
EAGLE, ALVIN                         TERMINATION OF SICK LEAVE
GOODRICH, RHONDA                     TERMINATION OF SICK LEAVE
GRAY, TIFFANIE                       PROBATIONAL PCOI
GUZMAN, ANDELA                       PROBATIONAL JAILER
HOLMES, SCOTT                         PROVISIONAL JAILER
JENKINS, JASON                        CONFIRMATION
MATHEWS, LEANDER                     PROBATIONAL CAPTAIN
MEANS, KRISTIE                       SICK LEAVE
MORRIS, TREVION                      PROBATIONAL POLICE OFFICER
NYZIO, SHANISE                       PROBATIONAL PCOI
SHARPLEY, PAIGE                      SICK LEAVE
STEWART, JOSHUA                      RESIGNATION
STOLL, DANIEL                        CONFIRMATION
TAYLOR, LAURATHEL                    PROBATIONAL JAILER
VETKOETTER, MICHAEL                   TERMINATION OF SICK LEAVE

2. APPROVAL OF APPLICANTS REQUESTING THEIR GRADE RESULTS FOR POLICE OFFICER BE REPORTED TO THIS JURISDICTION

BY: SGT. BRIDGES

MOTION MADE TO APPROVE APPLICANTS GRADE RESULTS FOR POLICE OFFICER

SECOND: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

NAME:                              KENNON, RAY
EXAM SCORE:                        79
JURISDICTION TESTED:              PINEVILLE
DATE CERTIFIED:                    MARCH 5, 2020

NAME:                              WAGGONER, JUSTIN
EXAM SCORE:                        92
JURISDICTION TESTED:              BOSSIER
DATE CERTIFIED:                    MAY 15, 2019

3. APPROVAL OF APPLICANTS REQUESTING THEIR GRADE RESULTS FOR POLICE COMMUNICATIONS OFFICER I BE REPORTED TO THIS JURISDICTION

BY: SGT. BRIDGES

MOTION MADE TO APPROVE THE APPLICANTS GRADE RESULTS FOR POLICE COMMUNICATIONS OFFICER I

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

THERE ARE NO APPLICANTS

4. APPROVAL OF APPLICATION AND GRADE RESULT FOR ONE (1) JAILER POSITION

BY: SGT. BRIDGES
MOTION MADE TO APPROVE THE APPLICATION AND GRADE RESULT FOR ONE (1) JAILER APPLICATION

SECOND BY: CAPT SHELTON
COMMENTS: NONE
VOTING IN FAVOR: ALL

NAME: HOLMES, SCOTT
EXAM SCORE: 89
JURISDICTION TESTED: BATON ROUGE
DATE CERTIFIED: JANUARY 29, 2020

FIRE DEPARTMENT

1. APPROVAL OF PERSONNEL ACTION FORMS FROM THE FIRE DEPARTMENT

BY: CAPT SHELTON

MOTION MADE TO APPROVE THE PERSONNEL ACTION FORMS FROM THE FIRE DEPARTMENT

SECOND BY SGT BRIDGES
COMMENTS: NONE
VOTING IN FAVOR: ALL

APPROVED PERSONNEL ACTION FORMS:

BERNTH, ROBERT PROBATIONAL PROMOTION
BUTCHER, COURTNEY RETIREMENT
CLARK, JARROD PROVISIONAL APPOINTMENT
CUMMINGS, CLAYTON SUBSTITUTE APPOINTMENT
GREER, KENNETH TERMINATION OF SUBSTITUTE APPT.
GREER, KENNETH PROBATIONAL PROMOTION
HALSELL, CHAD TERMINATION OF SUBSTITUTE APPT.
HALSELL, CHAD PROBATIONAL PROMOTION
HARDY, TANYA NAME CHANGE
HATHORN, GARY CONFIRMATION FIRE DRIVER
HORTON, SHAWN TERMINATION OF SICK LEAVE
KENNADY, RICHARD RETIREMENT
LABORDE, CHRISTOPHER SICK LEAVE EXTENDED
LEWIS, CURTIS SUBSTITUTE APPOINTMENT
MONTGOMERY, MICHAEL SUBSTITUTE APPOINTMENT
SINGLETON, MELVIN SICK LEAVE EXTENDED
WAGGONER, THOMAS SUBSTITUTE APPOINTMENT
WEIR, JOSHUA SUBSTITUTE APPOINTMENT
WILLIAMS, RAYMOND CONFIRMATION

2. APPROVAL OF APPLICANTS REQUESTING THEIR GRADE RESULTS FOR FIREFIGHTER BE REPORTED TO THIS JURISDICTION

BY SGT. CAPT SHELTON

MOTION MADE TO APPROVE THE APPLICANTS REQUESTING THEIR EXAM RESULTS FOR FIREFIGHTER BE REPORTED TO THIS JURISDICTION
SECOND BY SGT BRIDGES  
COMMENTS: NONE  
VOTING IN FAVOR: ALL  

APPROVED APPLICANTS:

<table>
<thead>
<tr>
<th>NAME</th>
<th>AKINS, JEREMY</th>
<th>EXAM SCORE: 96</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>ST. JOHN THE BAPTIST</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>OCTOBER 8, 2019</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>FURLOW, ADAVIOUS</th>
<th>EXAM SCORE: 79</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>SHREVEPORT</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>OCTOBER 9, 2019</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>JOHNSON, JEREMY</th>
<th>EXAM SCORE: 89</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>BAKER</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>NOVEMBER 5, 2019</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>MARTIN, TREVINO</th>
<th>EXAM SCORE: 87</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>ST. TAMMANY DIST. 3</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>FEBRUARY 20, 2020</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>THOMPSON, TRACY</th>
<th>EXAM SCORE: 86</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>SHREVEPORT</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>OCTOBER 9, 2019</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME</th>
<th>WILLIAMS, TAYLOR</th>
<th>EXAM SCORE: 95</th>
</tr>
</thead>
<tbody>
<tr>
<td>JURISDICTION TESTED</td>
<td>EAST BATON ROUGE DIST. #4</td>
<td></td>
</tr>
<tr>
<td>DATE CERTIFIED:</td>
<td>FEBRUARY 6, 2020</td>
<td></td>
</tr>
</tbody>
</table>

3. APPROVAL OF APPLICANTS REQUESTING THEIR GRADE RESULTS FOR FIRE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICTION.

BY: CAPT SHELTON

A MOTION MADE TO APPROVE APPLICANTS REQUESTING EXAM RESULTS FOR FIRE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICTION.

THERE ARE NO APPLICANTS

4. APPROVAL OF A LETTER FROM CHIEF ZAGONE REQUESTING THAT THE OFFICE OF STATE EXAMINER CREATE A CIVIL SERVICE PLAN FOR THE COMPETITIVE POSITION OF ASSISTANT INFORMATION TECHNOLOGY SPECIALIST.

BY: CAPT SHELTON

A MOTION MADE FOR APPROVAL OF A LETTER FROM CHIEF ZAGONE REQUESTING THAT THE OFFICE OF THE STATE EXAMINER CREATE A CIVIL SERVICE PLAN FOR THE COMPETITIVE POSITION OF ASSISTANT INFORMATION TECHNOLOGY SPECIALIST.
SECOND BY: SGT BRIDGES  
COMMENTS: NONE  
VOTING IN FAVOR: ALL

5. APPROVAL TO CHANGE THE POSITIONS OF DIRECTOR OF COMMUNICATIONS AND FIRE COMMUNICATIONS SUPERVISOR FROM COMPETITIVE TO PROMOTIONAL.

BY: CAPT SHELTON

A MOTION MADE FOR THE APPROVAL TO CHANGE THE POSITIONS OF DIRECTOR OF COMMUNICATIONS AND FIRE COMMUNICATIONS SUPERVISOR FROM COMPETITIVE TO PROMOTIONAL.

SECOND BY: SGT BRIDGES  
COMMENTS: NONE  
VOTING IN FAVOR: ALL

WE WILL POST A NOTICE OF PUBLIC HEARING FROM MARCH 23, 2020 THROUGH MAY 5, 2020

6. APPROVAL OF LETTER FROM CHIEF ZAGONE REQUESTING THE BOARD ADVERTISE FOR THE POSITION OF SUPERVISOR OF EMERGENCY MEDICAL SERVICES.

BY: CAPT SHELTON

A MOTION MADE TO APPROVE THE LETTER FROM CHIEF ZAGONE REQUESTING THE BOARD ADVERTISE FOR SUPERVISOR OF EMERGENCY MEDICAL SERVICE.

SECOND BY: SGT BRIDGES  
COMMENTS: NONE  
VOTING IN FAVOR: ALL

VI. APPEAL HEARING FOR MICHAEL IMAN

THE REQUEST FOR AN APPEAL HEARING FOR MICHAEL IMAN HAS BEEN WITHDRAWN.

WITH THERE BEING NO FURTHER BUSINESS BEFORE THE BOARD AT THIS TIME, THIS MEETING IS ADJOURNED AT: 9:30

KAREN MAXWELL, SECRETARY
BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD