

**BOSSIER CITY MUNICIPAL  
FIRE & POLICE CIVIL SERVICE BOARD  
PO BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337  
PHONE: 318/741-8621  
FAX: 318/741-8893**

**WILLIAM SCHWARTZ  
CHAIRMAN**

**KAREN MAXWELL  
SECRETARY**

**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**

**BY SGT. BRIDGES**

**MOTION MADE TO APPROVE THE GRADE RESULTS FOR THE PROMOTIONAL POSITIONS OF POLICE CAPTAIN, LIEUTENANT SERGEANT AND JAILER II EXAMS GIVEN ON JANUARY 28, 2020**

**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**

|                             |                      |
|-----------------------------|----------------------|
| <b>NAME:</b>                | <b>KENNON, RAY</b>   |
| <b>EXAM SCORE:</b>          | <b>79</b>            |
| <b>JURISDICTION TESTED:</b> | <b>PINEVILLE</b>     |
| <b>DATE CERTIFIED:</b>      | <b>MARCH 5, 2020</b> |

|                             |                         |
|-----------------------------|-------------------------|
| <b>NAME:</b>                | <b>WAGGONER, JUSTIN</b> |
| <b>EXAM SCORE:</b>          | <b>92</b>               |
| <b>JURISDICTION TESTED:</b> | <b>BOSSIER</b>          |
| <b>DATE CERTIFIED:</b>      | <b>MAY 15, 2019</b>     |

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**

|                             |                         |
|-----------------------------|-------------------------|
| <b>NAME:</b>                | <b>HOLMES, SCOTT</b>    |
| <b>EXAM SCORE:</b>          | <b>89</b>               |
| <b>JURISDICTION TESTED:</b> | <b>BATON ROUGE</b>      |
| <b>DATE CERTIFIED:</b>      | <b>JANUARY 29, 2020</b> |

**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:**

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

**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:**

**NAME: AKINS, JEREMY  
EXAM SCORE: 96  
JURISDICTION TESTED: ST. JOHN THE BAPTIST  
DATE CERTIFIED: OCTOBER 8, 2019**

**NAME: FURLOW, ADAVIOUS  
EXAM SCORE: 79  
JURISDICTION TESTED: SHREVEPORT  
DATE CERTIFIED: OCTOBER 9, 2019**

**NAME: JOHNSON, JEREMY  
EXAM SCORE: 89  
JURISDICTION TESTED: BAKER  
DATE CERTIFIED: NOVEMBER 5, 2019**

**NAME: MARTIN, TREVINO  
EXAM SCORE: 87  
JURISDICTION TESTED: ST. TAMMANY DIST. 3  
DATE CERTIFIED: FEBRUARY 20, 2020**

**NAME: THOMPSON, TRACY  
EXAM SCORE: 86  
JURISDICTION TESTED: SHREVEPORT  
DATE CERTIFIED: OCTOBER 9, 2019**

**NAME: WILLIAMS, TAYLOR  
EXAM SCORE: 95  
JURISDICTION TESTED: EAST BATON ROUGE DIST. #4  
DATE CERTIFIED: FEBRUARY 6, 2020**

- 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