

**BOSSIER CITY MUNICIPAL
FIRE & POLICE CIVIL SERVICE BOARD
PO BOX 5337
BOSSIER CITY, LOUISIANA 71171-5337
PHONE: 318/698-7335
FAX: 318/741-8893**

**WILLIAM SCHWARTZ
CHAIRMAN**

**BARBARA MURRAY
SECRETARY**

**CIVIL SERVICE BOARD MEETING
APRIL 10, 2017
9:00 AM
BOSSIER CITY POLICE DEPARTMENT
2ND FLOOR CONFERENCE ROOM
620 BENTON ROAD
BOSSIER CITY, LOUISIANA 71111**

ON APRIL 10, 2017, THE BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD MET AT THE BOSSIER CITY POLICE DEPARTMENT, 2ND FLOOR CONFERENCE ROOM, 620 BENTON ROAD, BOSSIER CITY, LOUISIANA.

AGENDA

I. CALL TO ORDER 9:00 AM

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

**MEMBERS PRESENT: WILLIAM SCHWARTZ, CHAIRMAN/CLBM
JASON SHELTON, VICE CHAIRMAN/FDBM
SGT. CHARLES BRIDGES, PDBM
CHARLIE DAVIS, GBBM
LOU CHANDLER, CLBM
OTHERS PRESENT: BARBARA MURRAY, SECRETARY**

II. APPROVAL OF AGENDA FOR APRIL 10, 2017

MR. SHELTON STATES HE HAS RECEIVED A LETTER FROM FIRE CHIEF ZAGONE REQUESTING THE BOARD ADVERTISE FOR FIRE DEPARTMENT MECHANICE AND HE WOULD LIKE TO AMEND THE AGENDA BY ADDING THIS REQUEST.

BY MR. SHELTON

**MOTION MADE TO AMEND THE AGENDA FOR APRIL 10, 2017, BY
ADDING THE LETTER FROM FIRE CHIEF ZAGONE REQUESTING
THE BOARD ADVERTISE FOR FIRE DEPARTMENT MECHANIC**

SECOND BY SGT. BRIDGES

COMMENTS: NONE

**VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTACHMENT**

BY MR. SHELTON

**MOTION MADE TO APPROVE THE AMENDED AGENDA FOR
APRIL 10, 2017**

SECOND BY SGT. BRIDGES

HAMPSON, BRITON W. PROBATIONAL
NETHERLAND, BARBARA A. RETIREMENT
PERRY, MICHAEL M. CONFIRMATION
SWAN, NICOLE A. TERMINATION OF SICK LEAVE

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

NO APPLICATIONS AT THIS TIME

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

BY SGT. BRIDGES

MOTION MADE TO APPROVE THE APPLICANTS REQUESTING THEIR EXAM RESULTS FOR POLICE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICITON

SECOND BY MR. SHELTON

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

APPROVED APPLICANTS:

NAME: BEN, LAKRIESHA S.
EXAM SCORE: 97
JURISDICTION TESTED IN: ST. MARTINVILLE
DATE EXAM CERTIFIED: DECEMBER 18, 2015

- 4. POST AND SET PUBLIC HEARING DATE TO CONSIDER THE ADOPTION OF THE SENIORITY LIST FROM THE POLICE DEPARTMENT

BY SGT. BRIDGES

MOTION MADE TO POST THE PUBLIC HEARING NOTICE AND THE SENIORITY LIST FROM THE POLICE DEPARTMENT APRIL 24, 2017, THROUGH JUNE 12, 2017, AND HOLD THE PUBLIC HEARING TO CONSIDER THE ADOPTION JUNE 12, 2017.

SECOND BY MR. SHELTON

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTACHMENT

- 5. LETTER FROM CHIEF McWILLIAMS, DATED MARCH 29, 2017, REQUESTING THIS BOARD ADVERTISE FOR POLICE OFFICER

BY SGT. BRIDGES

MOTION MADE TO ACCEPT CHIEF McWILLIAMS REQUEST AND ADVERTISE FOR POLICE OFFICER APRIL 24, 2017, THROUGH MAY 23, 2017.

SECOND BY MR. SHELTON

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHETON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

SEE ATTACHMENT

BY SGT. BRIDGES

MOTION MADE TO ADD TO THE ADVERTISEMENT FOR
POLICE OFFICER, THIS BOARD DOES NOT ACCEPT FAXED
APPLICATIONS AND ALL APPLICATIONS MUST BE DATED
AND HAVE ORIGINAL SIGNATURE

SECOND BY MR. SHELTON

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

FIRE DEPARTMENT

1. APPROVAL OF PERSONNEL ACTION FORMS

BY MR. SHELTON

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

SECOND BY SGT. BRIDGES

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTACHMENT

APPROVED PERSONNEL ACTION FORMS:

AARON, ANTHONY L.	SUBSTITUTE APPOINTMENT
ACURIO, ADAM D.	PROBATIONAL
ADAMS, DAVID M.	ADMINISTRATIVE LEAVE WITH PAY
ANDERSON, JEROME	PROBATIONAL
BAKER, JUSTIN B.	PROBATIONAL
BRADFORD, JAKE M.	PROBATIONAL
BRICKNER, JOSEPH D.	TERMINATION OF SUBSTITUTE APPOINTMENT
BRICKNER, JOSEPH D.	SUBSTITUTE APPOINTMENT
BRICKNER, JOSEPH D.	TERMINATION OF SUBSTITUTE APPOINTMENT
BRICKNER, JOSEPH D.	PROBATIONAL
BROOMSEY, REGINALD S.	PROBATIONAL
BURRUS, CHRISTIAN B.	TERMINATION OF SUBSTITUTE APPOINTMENT
BURRUS, CHRISTIAN B.	PROBATIONAL
CLARK, RYAN M.	PROBATIONAL
COBURN, MALARI A.	PROBATIONAL
FERLITO, NICHOLAS J.	TERMINATION OF SUBSTITUTE APPOINTMENT
FERLITO, NICHOLAS J.	PROBATIONAL
HUDSON, JASON L.	TERMINATION OF ADMIN. LEAVE W/PAY
HUDSON, JASON L.	SUBSTITUTE APPOINTMENT
HUDSON, JASON L.	TERMINATION OF SUBSTITUTE APPOINTMENT
HUDSON, JASON L.	PROBATIONAL
JOHNSON, MARK D.	PROBATIONAL
JOHNSTON, MORGAN B.	FIREFIGHTER RECRUIT
KELLER, JACKSON L.	FIREFIGHTER RECRUIT
McCOY, CHARLES W.	PROBATIONAL
MONZINGO, BARRY A.	TERMINATION OF SICK LEAVE
PORTER, JOSHUA D.	PROBATIONAL
POTTS, TYLER P.	FIREFIGHTER RECRUIT

ROBERTS, JACOB D.	PROBATIONAL
SEETS, MARLON L.	FIREFIGHTER RECRUIT
SHELTON, JASON D.	SUBSTITUTE APPOINTMENT
SIMPSON, WILLIAM M.	PROVISIONAL APPOINTMENT
STECK, CODY N.	PROBATIONAL
TOWNSEND, MONROE	PROBATIONAL
WILSON, JOSHUA T.	PROBATIONAL

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

BY MR. 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: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

APPROVED APPLICANTS:

NAME:	McDANIEL, LEVI
EXAM SCORE:	95
JURISDICTION TESTED IN:	OPELOUSAS
DATE EXAM CERTIFIED:	MARCH 2, 2017

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

MR. SHELTON STATES THE BOARD RECEIVED ONE (1) APPLICANT REQUESTING THEIR EXAM RESULTS FOR FIRE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICITON BUT THIS APPLICANT DID NOT ATTACH ANY OF THE REQUIRED DOCUMENTS WITH THEIR APPLICATION.

BY MR. SHELTON

MOTION MADE TO REJECT THE APPLICANT REQUESTING THEIR EXAM RESULTS FOR FIRE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICTION DUE TO THEIR NOT ATTACHING THE REQUIRED DOCUMENTS WITH THE APPLICATION.

SECOND BY SGT. BRIDGES

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

APPLICANT REJECTED:

FORD, JERVAWN	DID NOT ATTACH COPY OF BIRTH CERTIFICATE, COPY OF EDUCATIONAL REQUIREMENT, COPY OF VALID DRIVER'S LICENSE
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4. POST AND SET PUBLIC HEARING DATE TO CONSIDER THE ADOPTION OF THE SENIORITY LIST FROM THE FIRE DEPARTMENT

BY MR. SHELTON

MOTION MADE TO POST THE PUBLIC HEARING NOTICE AND SENIORITY LIST FROM THE FIRE DEPARTMENT APRIL 24, 2017, THROUGH JUNE 12, 2017, AND HOLD THE PUBLIC HEARING JUNE 12, 2017, TO CONSIDER THE ADOPTION

SECOND BY SGT. BRIDGES

COMMENTS: NONE

**VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTACHMENT**

5. SET APPEAL HEARING DATE FOR FORMER FIREFIGHTER DAVID ADAMS, TERMINATED 3/6/17, REPRESENTED BY THE HATCH LAW FIRM, DOCKET 2017-001

MR. DAVID ADAMS WAS TERMINATED FROM THE BOSSIER CITY FIRE DEPARTMENT 3/6/2017, FOR VIOLATION OF BOSSIER CITY FIRE DEPARTMENT POLICIES AND PROCEDURES:

1022.4, RULES OF CONDUCT, SECTION IV, GENERAL RULES

A. GENERAL RULES

2. CONDUCT THEMSELVES IN SUCH A MANNER AS IS APPROVED BY LAW-ABIDING, SELF RESPECTING CITIZENS

3. CONDUCT UNBECOMING-ANY CONDUCT THAT INTENTIONALLY OR UNINTENTINALLY DESTROYS PUBLIC RESPECT, TRUST AND CONFIDENCE IN THE OPERATIONS OF MUNICIPAL SERVICES OR AFFECTING THE MORALE AND EFFICIENCY OF THE BOSSIER CITY FIRE DEPARTMENT. OFFICERS AND EMPLOYEES SHALL CONDUCT THEMSELVES AT ALL TIMES IN SUCH A MANNER SO AS TO REFLECT MOST FAVORABLY UPON THE DEPARTMENT.

ON 3/21/2017, MR. JASON SHELTON, FIRE DEPARTMENT REPRESENTATIVE, RECEIVED WRITTEN NOTIFICATION FROM MR. CHRISTOPHER HATCH, LEGAL ADVISOR TO MR. ADAMS, HE WAS APPEALING HIS TERMINATION. IN THE LETTER OF REQUEST MR. ADAMS WAIVED HIS RIGHT TO AN APPEAL WITHIN THIRTY DAYS.

ON 3/27/2017, ALL PARTIES WERE NOTIFIED OF MR. ADAMS REQUEST FOR AN APPEAL HEARING.

ON 4/3/2017, ALL PARTIES WERE NOTIFIED THIS BOARD WOULD MEET APRIL 10, 2017, AND WOULD AT THIS TIME SET AN APPEAL HEARING DATE FOR MR. ADAMS.

BY MR. SHELTON

**MOTION MADE TO SET FORMER FIREFIGHTER DAVID ADAMS
APPEAL HEARING DATE FOR MAY 3, 2017.**

SECOND BY SGT. BRIDGES

COMMENTS: NONE

**VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTACHMENT**

VI. ADD ON

LETTER FROM FIRE CHIEF ZAGONE REQUESTING THE BOARD ADVERTISE FOR FIRE DEPARTMENT MECHANIC

BY MR. SHELTON

**MOTION MADE TO ADVERTISE FOR FIRE DEPARTMENT
MECHANIC APRIL 24, 2017, THROUGH MAY 23, 2017.**

SECOND BY SGT. BRIDGES

COMMENTS: NONE

**VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS
SEE ATTCHMENT**

VII. ADJOURN

BY MR. SHETON

MOTION MADE TO ADJOURN

SECOND BY SGT. BRIDGES

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS

WITH THERE BEING NO FURTHER BUSINESS THIS MEETING IS ADJOURNED AT 9:12 AM.

**BARBARA MURRAY, SECRETARY
BOSSIER CITY MUNICIPAL FIRE &
POLICE CIVIL SERVICE BOARD**

ENCL:

**CC: OFFICE OF THE MAYOR
OFFICE OF STATE EXAMINER**