

**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  
MAY 3, 2017  
9:00 AM  
BOSSIER CITY FIRE DEPARTMENT  
ADMINISTRATIVE CONFERENCE ROOM  
620 BENTON ROAD  
BOSSIER CITY, LOUISIANA 71111**

**ON MAY 3, 2017, THE BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD MET AT THE BOSSIER CITY FIRE DEPARTMENT, ADMINISTRATIVE 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  
BRAD ZAGONE, FIRE CHIEF  
MICHAEL LOWE, LEGAL ADVISOR TO THE CITY OF BOSSIER  
DAVID ADAMS  
CHRISTOPHER HATCH, LEGAL ADVISOR TO MR. ADAMS  
CECIL CAMPBELL, LEGAL ADVISOR TO THE BOARD  
VARIOUS MEMBERS OF THE BOSSIER CITY FIRE DEPARTMENT**

**II. APPROVAL OF AGENDA FOR MAY 3, 2017**

**MR. SHELTON STATES HE WOULD LIKE TO AMEND THE AGENDA FOR MAY 3, 2017, BY ADDING AN APPEAL HEARING REQUEST FROM OFFICER MATTHEW FAULKNER REGARDING HIS DEMOTION FROM POLICE SERGEANT TO POLICE OFFICER.**

**BY MR. SHELTON**

**MOTION MADE TO AMEND THE AGENDA FOR MAY 3, 2017,  
BY ADDING THE APPEAL HEARING REQUEST FROM OFFICER  
MATTHEW FAULKNER**

**SECOND BY SGT. BRIDGES**

**COMMENTS: NONE**

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

BY MR. SHELTON

MOTION MADE TO APPROVE THE AMENDED AGENDA  
FOR MAY 3, 2017

SECOND BY SGT. BRIDGES

COMMENTS: NONE

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

III. APPROVE AND DISPENSE WITH READING OF BOARD MINUTES OF APRIL 14, 2017

BY MR. SHELTON

MOTION MADE TO APPROVE AND DISPENSE WITH READING  
OF BOARD MINUTES OF APRIL 14, 2017

SECOND BY SGT. BRIDGES

COMMENTS: NONE

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

IV. OLD BUSINESS

POLICE DEPARTMENT

1. APPROVAL OF EXAM RESULTS FOR JAILER I AND POLICE COMMUNICATIONS OFFICER I

THE CIVIL SERVICE EXAMS FOR JAILER I AND POLICE COMMUNICATIONS OFFICER I WERE  
CONDUCTED IN BOSSIER CITY APRIL 11, 2017.

BY SGT. BRIDGES

MOTION MADE TO APPROVE THE EXAM RESULTS FOR JAILER I  
AND POLICE COMMUNICATIONS OFFICER I

SECOND BY MR. SHELTON

COMMENTS: NONE

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

FIRE DEPARTMENT

1. APPROVAL OF APPLICATIONS FOR FIREFIGHTER

THIS BOARD ADVERTISED FOR FIREFIGHTER MARCH 23, 2017, THROUGH APRIL 25, 2017.

DURING THE ADVERTISING PERIOD SIXTY-SIX (66) APPLICATIONS WERE RECEIVED. OF THE SIXTY-  
SIX (66) APPLICATIONS RECEIVED SIXTY (60) MET THE ADVERTISED REQUIREMENTS, SIX (6) DID NOT  
MEET THE ADVERTISED REQUIREMENTS.

BY MR. SHELTON

MOTION MADE TO APPROVE SIXTY (60) APPLICATIONS FOR FIREFIGHTER  
MEETING ALL ADVERTISED REQUIREMENTS.

SECOND BY SGT. BRIDGES

COMMENTS: NONE  
VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, MR. CHANDLER, MR. DAVIS, SGT. BRIDGES  
SEE ATTACHEMNT

BY MR. SHELTON

MOTION MADE TO REJECT SIX (6) APPLICATIONS FOR FIREFIGHTER  
NOT MEETING ALL ADVERTISED REQUIREMENTS

SECOND BY SGT. BRIDGES

COMMENTS: NONE  
VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, MR. CHANDLER, MR. DAVIS, SGT. BRIDGES

APPLICANTS REJECTED:

BROUSSANRD, KAYL	INCOMPLETE APPLICATION
DUNN, JAYLEN	NO PROOF OF VALID DRIVER'S LICENSE
JONES, LABRANDON	NO PROOF OF EDUCATIONAL REQUIREMENT
JUNEAU, MATTHEW	INCOMPLETE APPLICATION
MAREHAM, ROBERT	NO BIRTH CERTIFICATE
SATERFIEL, MICHAEL	NO PROOF OF EDUCATIONAL REQUIREMENT
	NO PROOF OF VALID DRIVER'S LICENSE

2. APPROVAL OF APPLICATIONS FOR INFORMATIONAL TECHNOLOGY SPECIALIST

THIS BOARD ADVERTISED FOR INFORMATIONAL TECHNOLOGY SPECIALIST MARCH 23, 2017,  
THROUGH APRIL 25, 2013.  
DURING THE ADVERTISING PERIOD THREE (3) APPLICATIONS WERE RECEIVED.

BY MR. SHELTON

MOTION MADE TO ACCEPT THE APPLICATIONS FOR  
INFORMATIONAL TECHNOLOGY SPECIALIST.

SECOND BY SGT. BRIDGES

COMMENTS: NONE  
VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. DAVIS, MR. CHANDLER  
SEE ATTACHMENT

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 MR. SHELTON

COMMENTS: NONE  
VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. DAVIS, MR. CHANDLER  
SEE ATTACHMENT

**APPROVED PERSONNEL ACTION FORMS:**

<b>DYSART, JENNIFER L.</b>	<b>NAME CHANGE FROM JENNIFER JENNINGS</b>
<b>FAULKNER, MATTHEW</b>	<b>DEMOTION</b>
<b>GALLON, KENNY</b>	<b>CONFIRMATION</b>
<b>JESTER, MORGAN T.</b>	<b>POLICE OFFICER RECRUIT</b>
<b>REESE, NEAL E.</b>	<b>CNOFIRMATION</b>
<b>TAYLOR, REGINALD D.</b>	<b>CONFIRMATION</b>
<b>WATSON, JEREMY B.</b>	<b>CONFIRMATION</b>

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

**BY SGT. BRIDGES**

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

**SECOND BY MR. SHELTON**

**COMMENTS: NONE**

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

**APPROVED APPLICANTS:**

**NAME: CARROLL, LEAH M.**  
**EXAM SCORE: 87**  
**JURISDICTION TESTED IN: MONROE**  
**DATE EXAM CERTIFIED: SEPTEMBER 20, 2016**

**NAME: GILLIS, TYLER G.**  
**EXAM SCORE: 91**  
**JURISDICTION TESTED IN: BASTROP**  
**DATE EXAM CERTIFIED: JANUARY 19, 2017**

**NAME: JACKSON, D'ANDRE**  
**EXAM SCORE: 81**  
**JURISDICTION TESTED IN: PINEVILLE**  
**DATE EXAM CERTIFIED: MARCH 23, 2017**

**NAME: RODRIQUEZ, BALDO V.**  
**EXAM SCORE: 87**  
**JURISDICTION TESTED IN: PINEVILLE**  
**DATE EXAM CERTIFIED: MARCH 23, 2017**

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

**THERE ARE NO APPLICATIONS**

**4. LETTER FROM CHIEF McWILLIAMS REQUESTING THE BOARD ADVERTISE FOR JAILER I**

**BY SGT. BRIDGES**

**MOTION MADE TO ADVERTISE FOR JAILER I MAY 22, 2017, THROUGH JUNE 20, 2017**

**SECOND BY MR. SHELTON**

**COMMENTS: NONE**

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

**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.  
GRANTHAM, RUSSELL S.  
SHELTON, JASON D.**

**TERMINATION OF SUBSTITUTE APPOINTMENT  
TERMINATION OF SICK LEAVE  
TERMINATION OF SUBSTITUTE APPOINTMENT**

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

**BY MR. SHELTON**

**MOTION MADE TO APPROVE THE APPLIANTS 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: BROWN, KOLTON  
EXAM SCORE: 93  
JURISDICTION TESTED IN: HOUMA  
DATE EXAM CERTIFIED: APRIL 12, 2016**

**NAME: BROWN, MATTHEW  
EXAM SCORE: 93  
JURISDICTION TESTED IN: OPELOUSAS  
DATE EXAM CERTIFIED: MARCH 2, 2017**

**NAME: CHILMAN, GRENISHA  
EXAM SCORE: 81  
JURISDICTION TESTED IN: LAKE CHARLES  
DATE EXAM CERTIFIED: APRIL 7, 2017**

NAME: GUIN, TAYLOR N.  
EXAM SCORE: 95  
JURISDICTION TESTED IN: LAKE CHARLES  
DATE EXAM CERTIFIED: APRIL 7, 2017

NAME: MARKIEL, JUSTIN T.  
EXAM SCORE: 91  
JURISDICTION TESTED IN: LAKE CHARLES  
DATE EXAM CERTIFIED: APRIL 7, 2017

NAME: PYLANT, GRAYSON  
EXAM SCORE: 89  
JURISDICTION TESTED IN: LEESVILLE  
DATE EXAM CERTIFIED: MARCH 13, 2017

NAME: SALLEY, JOSHUA T.  
EXAM SCORE: 96  
JURISDICTION TESTED IN: MONROE  
DATE EXAM CERTIFIED: SEPTEMBER 20, 2016

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

**BY MR. SHELTON**

**MOTION MADE TO APPROVE THE APPLICANTS REQUESTING THEIR EXAM RESULTS FOR FIRE COMMUNICATIONS OFFICER 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: FORD, JERVAWN  
EXAM SCORE: 95  
JURISDICTION TESTED IN: SHREVEPORT  
DATE EXAM CERTIFIED: NOVEMBER 17, 2016

**VI. ADD ON: APPEAL HEARING REQUESTED BY OFFICER MATTHEW FAULKNER**

**OFFICER FAULKNER THROUGH HIS LEGAL ADVISOR, MS. PAMELA BREEDLOVE, IS REQUESTING AN APPEAL HEARING BEFORE THIS BOARD REGARDING HIS DEMOTION FROM POLICE SERGEANT TO POLICE OFFICER.**

**DUE TO A FAMILY CONFLICT MR. CHANDLER WILL RECUSE HIMSELF FROM ANY APPEAL HEARINGS CONCERNING OFFICER FAULKNER. MR. CHANDLER'S NIECE IS MARRIED TO OFFICER FAULKNER.**

**BY SGT. BRIDGES**

**MOTION MADE TO SET OFFICER FAULKNER'S HEARING FOR JUNE 7, 2017.**

**SECOND BY MR. SHELTON  
COMMENTS: NONE**

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

**VII. APPEAL HEARINGS**

- 1. DOCKET # 2017-001-DAVID ADAMS VS THE CITY OF BOSSIER CITY-TERMINATION  
CHRISTOPHER HATCH-LEGAL ADVISOR TO MR. ADAMS  
MICHAEL LOWE-LEGAL ADVISOR TO THE CITY OF BOSSIER CITY  
LETTER FROM MR. HATCH REQUESTING THE BOARD GRANT A CONTINUANCE IN THIS MATTER**

**ALL BOARD MEMBERS PRESENT**

<b>DAVID ADAMS</b>	<b>APPELLANT</b>
<b>CHRISTOPHER HATCH</b>	<b>LEGAL ADVISOR TO MR. ADAMS</b>
<b>MICHAEL LOWE</b>	<b>LEGAL ADVISOR TO THE CITY OF BOSSIER CITY</b>
<b>CECIL CAMPBELL</b>	<b>LEGAL ADVISOR TO THE CIVIL SERVICE BOARD</b>
<b>MS. ANGELA ARRINGTON</b>	<b>COURT REPORTER</b>

**IN REGARDS TO A CONTINUANCE REQUESTED BY MR. HATCH IT IS THE DECISION OF THIS BOARD TO  
MOVE FORWARD WITH THE APPEAL HEARING.**

**MR. ADAMS WAS EMPLOYED BY THE BOSSIER CITY FIRE DEPARTMENT AS A PERMANENT  
FIREFIGHTER. ON MARCH 6, 2017, MR. ADAMS WAS ADVISED IN WRITING HIS EMPLOYMENT WITH  
THE BOSSIER CITY FIRE DEPARTMENT WAS BEING TERMINATED 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 UNINTENTIONALLY  
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 MARCH 21, 2017, MR. JASON SHELTON, FIRE DEPARTMENT REPRESENTATIVE, RECEIVED AN  
APPEAL HEARING REQUEST FROM MR. DAVID ADAMS.**

**ON MARCH 27, 2017, ALL PARTIES WERE NOTIFIED OF MR. ADAMS APPEAL HEARING REQUEST.**

**ON MARCH 27, 2017, BOARD SECRETARY MURRAY SPOKE WITH MR. CHRISTOPHER HATCH, LEGAL  
ADVISOR TO MR. ADAMS, REGARDING A POSSIBLE HEARING DATE.**

**ON APRIL 3, 2017, ALL PARTIES WERE ADVISED THIS BOARD WOULD MEET APRIL 10, 2017, AND A  
HEARING DATE WOULD BE SET AT THAT TIME.**

**ON APRIL 10, 2017, THIS BOARD MET AND SET THE APPEAL HEARING DATE FOR MR. ADAMS FOR MAY  
3, 2017.**

**ON APRIL 17, 2017, MR. HATCH NOTIFIED BOARD SECRETARY MURRAY, BY PHONE, HE WOULD LIKE  
TO POSTPONE THE APPEAL HEARING FOR MR. ADAMS TO A LATER DATE. LETTER REQUESTING THE  
CONTINUANCE WAS RECEIVED ALSO.**

**UPON ADVICE FROM MR. CAMPBELL, LEGAL ADVISOR TO THE BOARD, MR. HATCH WAS ADVISED BY  
SECRETARY MURRAY THE BOARD WOULD CONTINUE WITH THE APPEAL HEARING ON MAY 3, 2017.**

SUBPOENA LISTS WERE RECEIVED FROM MR. HATCH AND MR. LOWE.  
ALL SUBPOENAS ISSUED.

WITNESSES ARE CALLED GIVEN THE OATH AND PLACED UNDER THE RULE.

WITNESSES CALLED TO TESTIFY:

JEFFREY HUMPHREY, EMPLOYEE OF THE BOSSIER CITY POLICE DEPARTMENT  
WENDELL HOLMES, EMPLOYEE OF THE BOSSIER CITY FIRE DEPARTMENT  
STEVE PENNELL, EMPLOYEE OF THE BOSSIER CITY FIRE DEPARTMENT  
BRAD ZAGONE, EMPLOYEE OF THE BOSSIER CITY FIRE DEPARTMENT  
ASHLEY VASQUEZ, CITIZEN

ANGELA BANDY, SISTER TO MR. ADAMS  
DARYL BERRY, EMPLOYEE OF THE BOSSIER CITY FIRE DEPARTMENT  
RICKEY SPATARO, EMPLOYEE OF THE BOSSIER CITY FIRE DEPARTMENT  
DAVID ADAMS, APPELLANT

EVIDENCE ENTERED:

CITY 1 FILE BINDER CONTAINING EVIDENCE NUMBERS 1-26  
ADAMS 1 FILE BINDER HEARING DOCUMENTS

AFTER HEARING TESTIMONY AND REVIEWING EVIDENCE MR. SHELTON MAKES THE FOLLOWING MOTION

MR. CHAIRMAN I MAKE A MOTION THIS BOARD GO INTO EXECUTIVE SESSION TO DISCUSS THE MATTER BEFORE US TODAY, DAVID M. ADAMS VS THE CITY OF BOSSIER CITY, AS COVERED UNDER R.S. 42:6.1, NUMBER 4, INVESTIGATIVE PROCEEDING REGARDING ALLEGATIONS OF MISCONDUCT.

SECOND BY MR. CHANDLER

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS  
TIME IS 3:05 PM

BY MR. SHELTON

MOTION MADE TO RECONVENE

SECOND BY SGT. BRIDGES

COMMENTS: NONE

VOTING IN FAVOR: MR. SCHWARTZ, MR. SHELTON, SGT. BRIDGES, MR. CHANDLER, MR. DAVIS  
TIME IS 3:20 PM

BY SGT. BRIDGES

MOTION MADE THIS BOARD FINDS THE APPOINTING AUTHORITY  
ACTED IN GOOD FAITH AND FOR JUST CAUSE IN THE DISCIPLINARY  
ACTION TAKEN AGAINST DAVID M. ADAMS, AND WE THEREBY UPHOLD  
THE ACTION OF THE APPOINTING AUTHORITY

SECOND BY MR CHANDLER

COMMENTS: NONE

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

VOTING AGAINST: MR. SHELTON

MOTION CARRIES BY MAJORITY VOTE



**VIII. ADJOURN**

**BY SGT. BRIDGES**

**MOTION MADE TO ADJOURN**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**TRANSCRIPT TO FOLLOW UPON COMPLETION.**

**WITH THERE BEING NO FURTHER BUSINESS THIS MEETING IS ADJOURNED AT 3:27 PM.**

**AFTER COMPLETION THE TRANSCRIPT OF THE APPEAL HEARING FOR DAVID M. ADAMS VS THE CITY OF BOSSIER CITY WILL BE FORWARDED TO THE OFFICE OF STATE EXAMINER.**

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

**ENCL:**

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