

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

**CIVIL SERVICE BOARD MEETING**

**MAY 18, 2016**

**9:00 AM**

**BOSSIER CITY POLICE DEPARTMENT**

**2<sup>ND</sup> FLOOR CONFERENCE ROOM**

**620 BENTON ROAD**

**BOSSIER CITY, LOUISIANA 71111**

**ON MAY 18, 2016, THE BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD MET AT THE BOSSIER CITY POLICE DEPARTMENT, 2<sup>ND</sup> FLOOR CONFERENCE ROOM, 620 BENTON ROAD, BOSSIER CITY, LOUISIANA.**

**AGENDA**

**I. CALL TO ORDER 9:00 AM**

**VICE CHAIRMAN JASON SHELTON CALLS THE MEETING TO ORDER AT 9:00 AM**

**MEMBERS PRESENT: JASON SHELTON, VICE CHAIRMAN/FDBM  
WILLIAM SCHWARTZ, CLBM  
CHARLES BRIDGES, PDBM  
LOU CHANDLER, CLBM**

**OTHERS PRESENT: BARBARA MURRAY, SECRETARY  
STEVE PENNELL, DEPUTY FIRE CHIEF**

**II. INTRODUCTION OF MR. CHARLIE DAVIS WHO WILL SERVE ON THE BOARD AS THE GOVERNING AUTHORITY BOARD MEMBER  
SEE ATTACHED OATH OF OFFICE**

**III. ELECTION OF BOARD CHAIRMAN AND VICE CHAIRMAN**

**BY MR. CHANDLER**

**MOTION MADE TO ELECT MR. WILLIAM SCHWARTZ  
CHAIRMAN**

**SECOND BY OFFICER BRIDGES**

**COMMENTS: NONE**

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

**BY MR. CHANDLER**

**MOTION MADE TO ELECT MR. JASON SHELTON  
VICE CHAIRMAN**

**SECOND BY OFFICER BRIDGES**

**COMMENTS: NONE**

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

**IV. APPROVAL OF AGENDA FOR MAY 18, 2016**

**OFFICER BRIDGES STATES HE WOULD LIKE TO AMEND THE AGENDA AND ADD A LETTER FROM MS. PAM BREEDLOVE, ATTORNEY AT LAW, REQUESTING AN APPEAL HEARING FOR MS. TRACY COLE WHO WAS TERMINATED FROM THE BOSSIER CITY POLICE DEPARTMENT MAY 11, 2016.**

**BY OFFICER BRIDGES**

**MOTION MADE TO AMEND THE AGENDA FOR MAY 18, 2016, BY ADDING THE LETTER FROM MS. PAM BREEDLOVE REQUESTING AN APPEAL HEARING FOR MS. TRACY COLE WHO WAS TERMINATED FROM THE BOSSIER CITY POLICE DEPARTMENT MAY 11, 2016.**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE THE AMENDED AGENDA FOR MAY 18, 2016**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**V. APPROVE AND DISPENSE WITH READING OF BOARD MINUTES OF APRIL 13, 2016**

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE AND DISPENSE WITH READING OF BOARD MINUTES OF APRIL 13, 2016**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**VI. OLD BUSINESS**

**POLICE DEPARTMENT**

**1. APPROVAL OF APPLICATIONS FOR DEPUTY CHIEF OF POLICE**

**THIS BOARD ADVERTISED FOR DEPUTY CHIEF OF POLICE APRIL 15, 2016, THROUGH MAY 16, 2016. DURING THE ADVERTISING PERIOD FIFTEEN (15) APPLICATIONS WERE RECEIVED.**

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE THE FIFTEEN (15) APPLICATIONS FOR DEPUTY CHIEF OF POLICE**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

**VOTING IN FAVOR: MR. SHELTON, MR. SCHWARTZ, MR. CHANDLER, OFFICER BRIDGES,  
MR. DAVIS  
SEE ATTACHED ROLL CALL**

**2. APPROVAL OF APPLICATIONS FOR JAILER I**

**THIS BOARD ADVERTISED FOR JAILER I APRIL 15, 2016, THROUGH MAY 16, 2016.  
DURING THE ADVERTISING PERIOD NINETEEN (19) APPLICATIONS WERE RECEIVED.  
THREE APPLICATIONS RECEIVED DID NOT MEET THIS BOARD'S ADVERTISED REQUIREMENTS.  
NO EXAM DATE HAS BEEN SET FOR JAILER I.**

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE THE SIXTEEN (16) APPLICATIONS FOR  
JAILER I MEETING THIS BOARD'S ADVERTISED REQUIREMENTS**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**BY OFFICER BRIDGES**

**MOTION MADE TO REJECT THE APPLICATIONS SUBMITTED  
BY MS. CARLISA L. HULLABY-NO COPY OF BIRTH CERTIFICATE,  
NO COPY OF VALID DRIVER'S LICENSE AND NO COPY OF EDUCATIONAL  
REQUIREMENT—MARCUS WEBSTER-NO COPY OF VALID DRIVER'S  
LICENSE—JOHN BARNARD-NO COPY OF VALID DRIVER'S LICENSE**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**3. APPROVAL OF EXAM RESULTS FOR JAILER I**

**THE CIVIL SERVICE EXAM FOR JAILER I WAS CONDUCTED IN BOSSIER CITY APRIL 12, 2016.**

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE THE EXAM RESULTS FOR  
JAILER I.**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**SEE ATTACHED EXAM RESULTS**

**4. HOLD PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE SENIORITY LIST FROM THE POLICE  
DEPARTMENT**

**THE POSTING NOTICE AND SENIORITY LIST WERE POSTED APRIL 1, 2016 THROUGH MAY 18, 2016.**

**BY OFFICER BRIDGES**

**MOTION MADE TO HOLD THE PUBLIC HEARING**

**TO CONSIDER THE ADOPTION OF THE SENIORITY LIST  
FROM THE POLICE DEPARTMENT.**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**BOARD MEMBERS ARE ADVISED THAT THE SENIORITY LIST HAS BEEN UPDATED DUE TO  
RETIREMENTS, RESIGNATIONS AND PROMOTIONS ETC.**

**BY OFFICER BRIDGES**

**MOTION MADE TO ADOPT THE UPDATED SENIORITY LIST FROM  
THE POLICE DEPARTMENT AS PRESENTED TO THE BOARD**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**SEE ATTACHMENTS**

**FIRE DEPARTMENT**

- 1. APPROVAL OF EXAM RESULTS FOR FIRE DRIVER, FIRE CAPTAIN, DISTRICT FIRE CHIEF,  
ASSISTANT FIRE CHIEF, DEPUTY FIRE CHIEF, FIRE DEPARTMENT MECHANIC, ASSISTANT CHIEF  
OF TRAINING AND CHIEF OF TRAINING.**

**THE EXAM FOR FIRE DRIVER, FIRE CAPTAIN, DISTRICT FIRE CHIEF, ASSISTANT FIRE CHIEF,  
DEPUTY FIRE CHIEF, FIRE DEPARTMENT MECHANIC, ASSISTANT CHIEF OF TRAINING AND CHIEF OF  
TRAINING WERE CONDUCTED IN BOSSIER CITY APRIL 11-12, 2016.**

**BY OFFICER BRIDGES**

**MOTION MADE TO APPROVE THE EXAM RESULTS FOR FIRE  
DRIVER, FIRE CAPTAIN, DISTRICT FIRE CHIEF, ASSISTANT  
FIRE CHIEF, DEPUTY FIRE CHIEF, ASSISTANT CHIEF OF  
TRAINING, FIRE DEPARTMENT MECHANIC AND CHIEF OF TRAINING.**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**SEE ATTACHED EXAM RESULTS**

- 2. HOLD PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE SENIORITY LIST FROM THE FIRE  
DEPARTMENT**

**THE PUBLIC HEARING NOTICES AND SENIORITY LIST WERE POSTED APRIL 1, 2016, THROUGH MAY 18,  
2016**

**BY OFFICER BRIDGES**

**MOTION MADE TO HOLD THE PUBLIC HEARING TO CONSIDER  
THE ADOPTION OF THE SENIORITY LIST FROM THE FIRE DEPARTMENT**

**SECOND BY MR. CHANDLER**

COMMENTS: NONE

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

BOARD MEMBERS ARE ADVISED THE SENIORITY LIST FROM THE FIRE DEPARTMENT HAS BEEN  
UPDATED DUE TO RETIREMENTS, RESIGNATIONS, PROMOTIONS ETC.

OFFICER BRIDGES

MOTION MADE TO ADOPT THE UPDATED SENIORITY LIST  
FROM THE FIRE DEPARTMENT AS PRESENTED TO THE BOARD

SECOND BY MR. CHANDLER

COMMENTS: NONE

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

SEE ATTACHED SENIORITY LIST

VII. NEW BUSINESS

POLICE DEPARTMENT

1. APPROVAL OF PERSONNEL ACTION FORMS

OFFICER BRIDGES

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

SECOND BY MR. CHANDLER

COMMENTS: NONE

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

APPROVED PERSONNEL ACTION FORMS:

ANDERSON, MELISSA E.	CONFIRMATION
COLE, TRACY A.	TERMINATION
DAVIS, VICKIE L.	SICK LEAVE
DAVIS, VICKIE L.	TERMINATION OF SICK LEAVE
HUMPHREY, KEVIN T.	SICK LEAVE
HUMPHREY, KEVIN T.	TERMINATION OF SICK LEAVE
HUTCHINGS, RYAN D.	RESIGNATION
JOHNSON, JORDAN D.	CONFIRMATION
McGEE, RICHARD B.	CONFIRMATION
PERRY, MICHAEL M.	PROBATIONAL
REYNOLDS, CHARLES M.	CONFIRMATION
SPROLES, ERIC S.	SUSPENSION (3 DAYS)
TAYLOR, REGINALD D.	PROBATIONAL
TIMMS, HUNTER J.	CONFIRMATION
WHEATLEY, LAMOND O.	CONFIRMATION

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

**BY OFFICER BRIDGES**

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

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**APPROVED APPLICANTS:**

**NAME: FULTON, KIM  
EXAM SCORE: 82  
JURISDICTION TESTED IN: HOUMA  
DATE EXAM CERTIFIED: APRIL 12, 2016**

**NAME: PALMER, MORGAN  
EXAM SCORE: 98  
JURISDICTION TESTED IN: SULPHUR  
DATE EXAM CERTIFIED: APRIL 12, 2016**

**NAME: STUTZMAN, ROBERT  
EXAM SCORE: 86  
JURISDICTION TESTED IN: SULPHUR  
DATE EXAM CERTIFIED: APRIL 12, 2016**

**NAME: WALKER, RICHARD A.  
EXAM SCORE: 83  
JURISDICTION TESTED IN: MONROE  
DATE EXAM CERTIFIED: DECEMBER 29, 2015**

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

**NONE**

**4. LETTER FROM CHIEF McWILLIAMS REQUESTING THE BOARD ADVERTISE FOR POLICE OFFICER,  
ADVERTISE MAY 23-JUNE 22, 2016.**

**BY OFFICER BRIDGES**

**MOTION MADE TO ADVERTISE FOR POLICE OFFICER  
MAY 23-JUNE 22, 2016.**

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**SEE ATTACHMENT**

**FIRE DEPARTMENT**

**1. APPROVAL OF PERSONNEL ACTION FORMS**

**BY OFFICER BRIDGES**

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

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**SEE ATTACHMENT**

**APPROVED PERSONNEL ACTION FORMS:**

<b>BADIALI, JONATHON C.</b>	<b>PROBATIONAL</b>
<b>BROWN, ROBERT K.</b>	<b>TERMINATION OF SUBSTITUTE APPOINTMENT</b>
<b>BROWN, ROBERT K.</b>	<b>PROBATIONAL</b>
<b>GASKIN, STEVEN C.</b>	<b>TERMINATION OF SUBSTITUTE APPOINTMENT</b>
<b>GASKIN, STEVEN C.</b>	<b>PROBATIONAL</b>
<b>LEMOINE, DAVID A.</b>	<b>TERMINATION OF SUBSTITUTE APPOINTMENT</b>
<b>LEMOINE, DAVID A.</b>	<b>PROBATIONAL</b>
<b>MILLER, COLBY P.</b>	<b>PROBATIONAL</b>
<b>MITCHELL, SHAKIAH R.</b>	<b>PROBATIONAL</b>
<b>RAMBIN, CHAD A.</b>	<b>PROBATIONAL</b>
<b>WILHITE, EDGAR D.</b>	<b>RETIREMENT</b>

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

**BY OFFICER BRIDGES**

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

**SECOND BY MR. CHANDLER**

**COMMENTS: NONE**

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

**APPROVED APPLICANTS:**

**NAME: LEE, PAMELA**  
**EXAM SCORE: 82**  
**JURISDICTION TESTED IN: SHREVEPORT**  
**DATE EXAM CERTIFIED: FEBRUARY 10, 2016**

**NAME: VINES, BLAKE K.**  
**EXAM SCORE: 87**  
**JURISDICTION TESTED IN: NEW IBERIA**  
**DATE EXAM CERTIFIED: JUNE 18, 2015**

**NAME: WOZNIAK, VINCENT**  
**EXAM SCORE: 91**  
**JURISDICTION TESTED IN: SHREVEPORT**  
**DATE EXAM CERTIFIED: FEBRUARY 10, 2016**

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

NONE

**VIII. ADD ON**

ON MAY 16, 2016, THIS BOARD RECEIVED AN APPEAL HEARING REQUEST DATED MAY 12, 2016, FROM MS. PAM BREEDLOVE, ATTORNEY AT LAW, REPRESENTING MS. TRACY COLE WHO WAS TERMINATED FROM THE BOSSIER CITY POLICE DEPARTMENT MAY 11, 2016, FOR VIOLATION OF BOSSIER CITY CODE OF CONDUCT: SECTION 6-DERELICTION OF DUTY, PARAGRAPH I-FOR NEGLECT OF DUTY.

MS. COLE IS NOT WAIVING HER RIGHT TO AN APPEAL WITHIN THIRTY DAYS.

BY OFFICER BRIDGES

MOTION MADE TO SET THE APPEAL HEARING FOR MS.  
TRACY COLE FOR JUNE 13, 2016, AT 9:00 AM

SECOND BY MR. CHANDLER

COMMENTS: NONE

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

SEE ATTACHMENTS

**IX. ADJOURN**

BY OFFICER BRIDGES

MOTION MADE TO ADJOURN

SECOND BY MR. CHANDLER

COMMENTS: NONE

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

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

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

ENCL:

CC: OFFICE OF THE MAYOR  
OFFICE OF THE STATE EXAMINER

