

**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  
JUNE 23, 2021  
9:00 AM  
POLICE DEPARTMENT  
620 BENTON ROAD  
BOSSIER CITY, LOUISIANA 71111**

**ON JUNE 23, 2021, THE BOSSIER CITY MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD HELD A BOARD MEETING AT THE BOSSIER CITY POLICE DEPARTMENT ON 620 BENTON ROAD, BOSSIER CITY, LA**

**MINUTES**

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

**CAPT. JASON SHELTON, FDBM CALLS THE MEETING TO ORDER AT 9:00 AM**

**MEMBERS PRESENT:           CAPT. JASON SHELTON  
                                      SGT. CHARLIE BRIDGES PDBM  
                                      CHARLIE DAVIS, GABM  
                                      LOU CHANDLER, CLMB  
OTHERS PRESENT:           KAREN MAXWELL, BOARD SECRETARY**

**II. APPROVAL OF AGENDA FOR JUNE 23, 2021**

**BY CAPT. SHELTON**

**MOTION MADE TO APPROVE THE AGENDA FOR JUNE 23, 2021**

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

**III. APPROVAL OF BOARD MINUTES OF MAY 26, 2021**

**BY CAPT. SHELTON**

**MOTION MADE TO APPROVE AND DISPENSE WITH THE READING OF MAY 23, 2021 BOARD MEETING MINUTES**

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

**IV. OLD BUSINESS**

**POLICE DEPARTMENT**

- 1. APPROVAL OF APPLICATIONS FOR THE PROMOTIONAL EXAMS OF POLICE SERGEANT, LIEUTENANT, CAPTAIN AND JAILER II**

**BY CAPT SHELTON**

**MOTION MADE TO APPROVE APPLICATIONS FOR POLICE SERGEANT, LIEUTENANT, CAPTAIN AND JAILER II**

**WE ADVERTISED FOR THIS FROM JUNE 1 – JUNE 18, 2021**

**SECOND BY: SGT BRIDGES**

**COMMENTS: NONE**

**VOTING IN FAVOR: ALL**

- 2. APPROVAL OF APPLICATIONS FOR THE JAILER I EXAM**

**BY CAPT SHELTON**

**MOTION MADE TO APPROVE APPLICATIONS FOR JAILER I EXAM**

**WE ADVERTISED FOR THIS FROM JUNE 1 – JUNE 11, 2021**

**SECOND BY: SGT BRIDGES**

**COMMENTS: NONE**

**VOTING IN FAVOR: ALL**

**FIRE DEPARTMENT**

- 1. APPROVAL OF EXAM RESULTS FOR THE POSITIONS OF DISTRICT FIRE CHIEF, CHIEF OF EMS, FIRE DRIVER, FIRE CAPTAIN, CHIEF OF FIRE PREVENTION, ASSISTANT FIRE CHIEF, CHIEF OF TRAINING, ASSISTANT CHIEF OF FIRE PREVENTION, ASSISTANT CHIEF OF TRAINING, CHIEF OF SPECIAL OPERATIONS AND SAFETY.**

**BY: CAPT. SHELTON**

**MOTION MADE TO APPROVE EXAM RESULTS FOR THE POSITIONS OF DISTRICT FIRE CHIEF, CHIEF OF EMS, FIRE DRIVER, FIRE CAPTAIN, CHIEF OF FIRE PREVENTION, ASSISTANT FIRE CHIEF, CHIEF OF TRAINING, ASSISTANT CHIEF OF FIRE PREVENTION, ASSISTANT CHIEF OF TRAINING, CHIEF OF SPECIAL OPERATIONS AND SAFETY**

**SECOND: SGT. BRIDGES**

**COMMENTS: NONE**

**VOTING IN FAVOR: ALL**

**V. NEW BUSINESS**

**POLICE DEPARTMENT**

- 1. APPROVAL OF PERSONNEL ACTION FORMS**

**BY CAPT SHELTON**

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

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

APPROVED PERSONNEL ACTION FORMS:

ANTHONY, MATTHEW  
BOOKER, MICHAEL  
BOWDEN, CAROLYN  
BRICE, TAYLOR  
CAVANAUGH, BART  
DOLAN, JASON  
EAGLE, ALVIN  
FANNING, GEORGE  
FIELDS, STEVEN  
GRAY, BILLY  
HARRIS, JASMINE  
MORTON, JOHN  
REED, TRISTAN  
WARREN, TYRONE  
OWENS, MARK  
SMITH, TINA

RECRUIT  
PROMOTION  
TERMINATION OF SICK LEAVE  
TERMINATION OF SICK LEAVE  
CONFIRMATION  
PROMOTION  
PROMOTION  
SICK LEAVE  
TERMINATION OF SICK LEAVE  
TERMINATION OF SICK LEAVE  
PROVISIONAL (RENEWAL)  
TERMINATION OF SICK LEAVE  
PROVISIONAL APPOINTMENT  
PROMOTION  
PROMOTION  
PROMOTION

2. APPROVAL OF APPLICANT REQUESTING THEIR GRADE TRANSFER FOR POLICE COMMUNICATIONS OFFICER BE REPORTED TO THIS JURISDICTION.

BY: CAPT SHELTON

MOTION MADE TO APPROVE THE GRADE TRANSFER FOR POLICE COMMUNICATION OFFICER BE REPORTED TO THIS JURISDICTION.

\*\*\* THERE ARE NONE\*\*\*

4. APPROVAL OF APPLICATIONS FOR JAILER I

BY CAPT SHELTON

MOTION MADE TO APPROVE APPLICATIONS FOR JAILER I

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

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:

AVERY, JOEL  
CAIN, CAMERON  
DOWDEN, PHILLIP  
EALY, ANTHONY  
KEELER, JOSHUA  
LEFLETT, PEYTON  
MCWILLIAMS, WILLIAM  
PATTON, AUSTIN  
SELF, CORY  
SIMMONS, SAM  
THOMPSON, TRACY  
VAILES, KEONTE  
WORLEY, BRYSON

RECRUIT  
PROBATIONAL FIREFIGHTER  
RECRUIT  
PROBATIONAL FIREFIGHTER  
RECRUIT  
RECRUIT  
PROBATIONAL FIREFIGHTER  
PROBATIONAL FIREFIGHTER  
PROBATIONAL FIREFIGHTER  
RECRUIT  
PROBATIONAL FIREFIGHTER  
RECRUIT  
RECRUIT

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

BY: CAPT SHELTON

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

\*\*\*THERE ARE NONE\*\*\*

3. APPROVAL OF APPLICATIONS FOR FIRE INFORMATION TECHNOLOGY ANALYST


BY: CAPT SHELTON

MOTION MADE TO APPROVE APPLICATIONS FOR FIRE INFORMATION TECHNOLOGY ANALYST.

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

\*\*\*THERE IS ONLY ONE APPLICATION\*\*\*  
JESSICA MILLER

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