

SULPHUR MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD

P.O. BOX 1309,

SULPHUR, LOUISIANA 70664

Office: (337)888-5352

The Sulphur Municipal Fire and Police Civil Service Board met in Regular Meeting on Wednesday, November 10, 2021, at 5:30 pm. The meeting was held at the City of Sulphur Council Chambers, located at 500 North Huntington Street, Sulphur, LA 70663.

After the meeting was called to order at 5:38 pm by Chairman Vice. Vice Chairman Bourgeois proceeded with the Invocation, which was then proceeded by the Pledge of Allegiance. Roll Call was made with the results below.

Present were:

- Chairman, Chris Vice
- Vice Chairman, Thomas Bourgeois
- Member, Mary Ceasar
- Member, Colby Ceasar

Not Present:

- Police Representative, John Wall

Also, Present:

- Board Secretary, Lee Ann Hebert

REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

Motion was made by Vice Chairman Bourgeois to add item 6.I Review for approval Make-up examination request for Promotional Police Sergeant Exam from Police Officer Ryan Arnold due to Military Leave of Absence. Was seconded by Member Colby Ceasar. Votes went as follows:

Chairman Vice- YES

Vice Chairman Bourgeois- YES

Member Mary Ceasar- YES

Member Colby Ceasar- YES

Being a unanimous vote of all members, motion approved, carried and added to the agenda.

APPROVAL OF AGENDA AS AMENDED

Motion to approve agenda as amended was made by Vice Chairman Bourgeois and seconded by Member Mary Ceasar. All members voted in favor, none opposed.

APPROVAL OF MINUTES FROM REGULAR MEETING ON OCTOBER 6, 2021

Motion to approve the minutes was made by Vice Chairman Bourgeois and seconded by Member Mary Ceasar. All members voted in favor, none opposed.

APPROVAL OF MINUTES FROM SPECIAL MEETING ON OCTOBER 27, 2021

Motion to approve the minutes was made by Member Mary Ceasar and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

OLD BUSINESS

DISCUSS AND VOTE ON EXTENSION OF BOARD RULE XII, SECTION 1, (N)-SPECIAL EMERGENCY LEAVE WITH PAY RELATED TO COVID-19 HEALTH PANDEMIC

Motion to approve the Re-adoption of Board Rule XII, Section 1, (N) and extend the expiration date 45 days or at the expiration of the COVID-19 leave rule by the Governor's Proclamation was made by Vice Chairman Bourgeois and seconded by Member Colby Ceasar. Member voted as follows:

Chairman Vice - APPROVE

Vice Chairman Bourgeois - APPROVE

Member Mary Ceasar - APPROVE

Member Colby Ceasar - APPROVE

Being a unanimous vote of all members, motion approved, carried

Motion to approve (1) application for Competitive Police Jailer Exam was made by Vice Chairman Bourgeois and seconded by Chairman Vice. All members voted in favor, none opposed.

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NEW BUSINESS

Motion to approve (8) Fire Personnel Action Forms was made by Vice Chairman Bourgeois and seconded by Member Colby Ceasar. All members voted in favor, none opposed.

FIRE: APPROVED

Jacob L. Boyette/Termination of Sick Leave/10/15/2021/Permanent Firefighter First Class
Roddy J. Dauzat/Probational/11/15/2021/Probational Fire Prevention Officer
Richard B. Deville/Resume Working Test Period (from sick leave)/10/12/2021/Probational Fire Engineer
Derick L. Franus/Resignation/10/18/2021/Permanent Firefighter First Class
Aaron K. George/Written Reprimand/10/25/2021/Permanent Fire Captain
David P. Richard/Sick Leave (Extended)/10/07/2021/Permanent Fire Captain
Mark A. Rozas/Sick Leave (Extended)/10/04/2021/Permanent Fire Captain
Jonathan M. Scott/Sick Leave (Extended)/09/29/2021/Permanent Fire Captain

Motion to approve (3) Police Personnel Action Forms was made by Member Colby Ceasar and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

POLICE- APPROVED:

Ryan D. Arnold/Termination of Military Leave without pay/11/02/2021/Permanent Police Officer
Haley N. McFarlin/Resignation/10/21/2021/Permanent Police Communications Officer
Dakota R. Manning/Probational/10/27/2021/Probational Police Jailer

Motion to approve the Posting Notice for 2022 Quarterly Meetings was made by Vice Chairman Bourgeois and seconded by Member Mary Ceasar. All members voted in favor, none opposed.

Motion to approve the request to Post the Fire and Police Seniority Rosters was made by Vice Chairman Bourgeois and seconded by Member Mary Ceasar and Member Colby Ceasar. All members voted in favor, none opposed.

Motion to approve all Competitive Eligibility Lists for Fire Department (excluding Firefighter) was made by Member Colby Ceasar and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

Motion to approve all Competitive Eligibility Lists for Police Department (excluding Police Officer) was made by Member Mary Ceasar and seconded by Member Colby Ceasar. All members voted in favor, none opposed.

Motion to approve all Promotional Eligibility Lists for Fire and Police Department was made by Chairman Vice and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

Motion to approve the request to call for Competitive Police Communications Officer Exam was made by Member Mary Ceasar and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

Motion to approve the request to call for Promotional Police Captain Exam was made by Member Mary Ceasar and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

Motion to approve the Military Make-up Examination for Promotional Police Sergeant due to Military Leave of absence for Police Officer Ryan Arnold was made by Chairman Vice and seconded by Vice Chairman Bourgeois. All members voted in favor, none opposed.

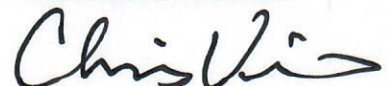
ADJOURN

Motion to adjourn was made by Vice Chairman Bourgeois and seconded by Member Mary Ceasar. All members voted in favor, none opposed. Meeting was adjourned at 6:29 pm.

Minutes submitted by

Lee Ann Hebert, Board Secretary

Approved by the board





Sulphur Municipal Fire and Police Civil Service Board

REVISED AGENDA

The Sulphur Municipal Fire and Police Civil Service Board will meet in **REGULAR MEETING** on **Wednesday, November 10, 2021**. The meeting will be held at **5:30 P.M.** in the CITY OF SULPHUR COUNCIL CHAMBERS, located at 500 N. Huntington Street, Sulphur, LA 70663.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

1. REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA

If a matter is brought up at the meeting, a VOTE of the members is to be taken to determine if the item will be heard. It must be a UNANIMOUS decision to add an item to the agenda.

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES FROM REGULAR MEETING HELD ON OCTOBER 6, 2021

4. APPROVAL OF MINUTES FROM SPECIAL MEETING HELD ON OCTOBER 27, 2021

5. OLD BUSINESS

- A. DISCUSS AND VOTE ON THE EXTENSION OF BOARD RULE XII, SECTION 1, (N) - SPECIAL EMERGENCY LEAVE WITH PAY RELATED TO COVID-19 HEALTH PANDEMIC**
- B. REVIEW FOR APPROVAL APPLICATIONS FOR COMPETITIVE POLICE JAILER EXAM**

6. NEW BUSINESS

- A. REVIEW FOR APPROVAL FIRE PERSONNEL ACTION FORMS**
- B. REVIEW FOR APPROVAL POLICE PERSONNEL ACTION FORMS**
- C. REVIEW FOR APPROVAL POSTING NOTICE FOR 2022 QUARTERLY MEETINGS**
- D. REQUEST TO CALL FOR PUBLIC HEARING TO REVIEW AND APPROVE FIRE AND POLICE SENIORITY ROSTERS**
- E. REVIEW AND CERTIFY ALL FIRE & POLICE COMPETITIVE ELIGIBILITY LISTS (EXCLUDING FIREFIGHTER & POLICE OFFICER)**
- F. REVIEW AND CERTIFY ALL FIRE & POLICE PROMOTIONAL ELIGIBILITY LISTS**
- G. REQUEST TO CALL FOR COMPETITIVE POLICE COMMUNICATIONS OFFICER EXAM**
- H. REQUEST TO CALL FOR PROMOTIONAL POLICE CAPTAIN EXAM**

7. ADJOURNMENT

**DO NOT REMOVE BY ORDER OF
THE SULPHUR MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD**



Sulphur Municipal Fire and Police Civil Service Board

Chris Vice, Chairman
Thomas Bourgeois, Vice Chairman
Mary Ceasar, Member
John Wall, Police Representative
Colby Ceasar, Member

November 11, 2021

The Sulphur Municipal Fire and Police Civil Service Board met in Regular Meeting at the City of Sulphur Council Chambers, located at 500 N. Huntington Street, Sulphur, LA 70663 on November 10, 2021. The board approved the re-adoption of the rule in and extended the expiration date for Sulphur Board Rule XII, Section 1, N. as indicated below.

RULE XII

SECTION 1:

N. SPECIAL EMERGENCY LEAVE WITH PAY RELATED TO COVID-19 HEALTH PANDEMIC

An employee who suffers an injury or illness arising out of and in the course of employment, shall receive time off with pay and not be required to use sick leave, annual leave, or compensatory leave if the employee meets one of the following criteria:

- a) An employee is placed on quarantine or isolation at the direction of the employer due to confirmed or suspected COVID-19 exposure;
- b) An employee receives a COVID-19 diagnosis from a health care provider;
- c) An employee receives a presumptive positive COVID-19 test;
- d) An employee receives a laboratory-confirmed COVID-19 diagnosis.

Duration of Rule:

The provisions of this rule shall expire 45 days upon adoption by the board or at the expiration of the COVID-19 leave rule by the Governor's Proclamation.

Should anyone have any questions or concerns, feel free to reach out to any board member or the board secretary.

By direction of the Chairman:

Lee Ann Hebert
Board Secretary



Sulphur Municipal Fire and Police Civil Service Board

NOTICE OF 2022 PUBLIC MEETINGS

The Sulphur Municipal Fire and Police Civil Service Board will hold its regularly scheduled meetings in 2022 as follows:

- January 12, 2022
- April 13, 2022
- July 13, 2022
- October 12, 2022

All meetings shall be held at the City of Sulphur Council Chambers, located at 500 N. Huntington Street, Sulphur, LA 70663, beginning at 5:30 p.m.

Please be advised that the board may reschedule these meetings and may change the location and the time of the meetings. Notice of all regular meetings shall be given by posting such notice by email and/or at the building in which the meeting is to be held, not less than five (5) calendar days before the date fixed for such meeting, excluding Saturdays, Sundays, and legal holidays. Special meetings may be held upon twenty-four (24) hour notice, excluding Saturdays, Sundays, and legal holidays.

Notice of all meetings shall state whether the meeting is regular or special, and shall include the date, time, place, and agenda of the meeting, provided that upon unanimous approval of the members present at a meeting, the board may take up a matter not on the agenda. Any such matter shall be identified in the motion to take up the matter not on the agenda with reasonable specificity, including the purpose for the addition to the agenda, and entered into the minutes of the meeting. Prior to any vote on the motion to take up a matter not on the agenda, there shall be an opportunity for public comment on any such motion in accordance with R.S. 42:14.

Chris Vice, Chairman

This notice is posted in order to comply with
Louisiana Revised Statute 42:19(A)(1)(a)

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