

**MINUTES**  
**SULPHUR MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD**  
REGULAR BOARD MEETING  
AUGUST 10, 2022, 5:30 P.M.

*CITY OF SULPHUR COUNCIL CHAMBERS, 1551 EAST NAPOLEON STREET (Temporary), SULPHUR, LA 70663*

The Sulphur Municipal Fire and Police Civil Service Board convened its regular meeting at 5:35 p.m. on Wednesday, August 10, 2022. Followed by the Invocation and the Pledge of Allegiance.

Vice Chairman Thomas Bourgeois introduced new Fire Department Representative Captain Mark Rozas and re-elected Police Department Representative Captain John Wall to the board.

Police Representative Wall made a motion to nominate and elect Vice Chairman Thomas Bourgeois as the Board Chairman.

SECONDED BY: Member Mary Ceasar

**ROLL CALL**

|                                 |     |
|---------------------------------|-----|
| Vice Chairman Thomas Bourgeois  | YES |
| Member Mary Ceasar              | YES |
| Police Representative John Wall | YES |
| Fire Representative Mark Rozas  | YES |

Member Mary Ceasar made a motion to nominate and elect Police Representative John Wall as the Vice Chairman.

SECONDED BY: Chairman Thomas Bourgeois

**ROLL CALL**

|                                 |     |
|---------------------------------|-----|
| Chairman Thomas Bourgeois       | YES |
| Member Mary Ceasar              | YES |
| Police Representative John Wall | YES |
| Fire Representative Mark Rozas  | YES |

**ROLL CALL**

**Members Present:** Chairman Thomas Bourgeois  
Vice Chairman John Wall  
Member Mary Ceasar  
Fire Representative Mark Rozas

**Absent:** Member Colby Ceasar

**Also, Present:** Board Secretary Lee Ann Hebert  
Fire Chief Dan Selph  
Assistant Fire Chief John Naquin  
Captain Josh Norwood  
Firefighter Chris Smith

**1. REQUEST FOR ITEMS TO BE ADDED TO THE AGENDA**

Chairman Bourgeois advised no items to be added.

**2. APPROVAL OF AGENDA**

MOTION to approve the agenda was made by Member Mary Ceasar.

SECONDED BY: Vice Chairman Wall

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**3. APPROVAL OF MINUTES FROM REGULAR MEETING ON JULY 13, 2022**

MOTION to approve the minutes was made by Member Mary Ceasar.

SECONDED BY: Vice Chairman Wall

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**MINUTES**  
**SULPHUR MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD**  
**REGULAR BOARD MEETING**  
**AUGUST 10, 2022, 5:30 P.M.**

**4. OLD BUSINESS**

**A. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR PROMOTIONAL FIRE CAPTAIN**

MOTION to approve the exam scores and add names to the eligibility list was made by Vice Chairman Wall.

SECONDED BY: Fire Representative Rozas  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**B. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR PROMOTIONAL FIRE ENGINEER**

MOTION to approve exam scores and add names to the eligibility list was made by Fire Representative Rozas.

SECONDED BY: Vice Chairman Wall  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**C. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR COMPETITIVE SECRETARY TO THE POLICE CHIEF**

MOTION to approve exam scores and add names to the eligibility list was made by Member Mary Ceasar.

SECONDED BY: Fire Representative Rozas  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**D. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR COMPETITIVE POLICE RECORDS CLERK**

MOTION to approve exam scores and add names to the eligibility list was made by Vice Chairman Wall.

SECONDED BY: Fire Representative Rozas  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**E. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL POLICE MAJOR EXAM**

MOTION to approve (3) applications was made by Member Mary Ceasar.

SECONDED BY: Fire Representative Rozas  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**APPROVED APPLICATIONS – POLICE MAJOR**

HANSON, TRENT L.                      ROBBINS, JASON R.  
MOLITOR, MICHAEL A.

**F. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL SUPERINTENDENT OF JAIL EXAM**

MOTION to approve (1) application was made by Fire Representative Rozas.

SECONDED BY: Member Mary Ceasar  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**APPROVED APPLICATIONS – SUPERINTENDENT OF JAIL**

FONTENOT, ELOI C.

**G. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL ASSISTANT FIRE CHIEF WITH WAIVER EXAM**

MOTION to approve (5) applications was made by Fire Representative Rozas.

SECONDED BY: Vice Chairman Wall  
VOTED IN FAVOR: ALL  
ANY OPPOSED: NONE

**APPROVED APPLICATIONS – ASSISTANT FIRE CHIEF (WITH WAIVER)**

DAVIS, JUSTIN D.                      RAUSCH, MITCHELL P.  
NAQUIN, JOHN R.                      VICE, CHRISTOPHER M.  
O'CONNER, JASON C.



**MINUTES**  
**SULPHUR MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD**  
REGULAR BOARD MEETING  
AUGUST 10, 2022, 5:30 P.M.

**5. NEW BUSINESS**

**A. REVIEW FOR APPROVAL FIRE PERSONNEL ACTION FORMS**

MOTION to approve (9) Personnel Action Forms for Fire Department was made by Member Mary Ceasar.

SECONDED BY: Fire Representative Rozas

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**APPROVED PERSONNEL ACTION FORMS – FIRE DEPARTMENT**

|                   |           |                          |
|-------------------|-----------|--------------------------|
| Dennis Bickham    | 8/12/2022 | Confirmation             |
| Robert Daniel     | 7/20/2022 | Sick Leave (Extended)    |
| Gabriel Kemp      | 8/9/2022  | Firefighter Recruit      |
| Mason McDonald    | 8/9/2022  | Firefighter Recruit      |
| Austin Mosack     | 8/9/2022  | Firefighter Recruit      |
| Cody Richard      | 6/22/2022 | Sick Leave (Extended)    |
| Manuel Rodriquez  | 8/9/2022  | Firefighter Recruit      |
| Christopher Smith | 8/12/2022 | Confirmation             |
| Michael Thomas    | 7/30/2022 | Sick Leave (Duty Injury) |

**B. REVIEW FOR APPROVAL POLICE PERSONNEL ACTION FORMS**

MOTION to approve (2) Personnel Action Forms for Police Department was made by Vice Chairman Wall.

SECONDED BY: Fire Representative Rozas

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**APPROVED PERSONNEL ACTION FORMS – POLICE DEPARTMENT**

|                 |           |                         |
|-----------------|-----------|-------------------------|
| Ryan Arnold     | 8/15/2022 | Promotion (Probational) |
| Rebecca LaFosse | 7/16/2022 | Resignation             |

**C. REQUEST TO CALL FOR PROMOTIONAL FIREFIGHTER FIRST CLASS EXAM**

MOTION to approve request was made by Member Mary Ceasar.

SECONDED BY: Vice Chairman Wall

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**D. REQUEST TO CALL FOR COMPETITIVE FIRE PREVENTION OFFICER EXAM**

MOTION to approve request was made by Fire Representative Rozas.

SECONDED BY: Member Mary Ceasar

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**E. REQUEST TO CALL FOR COMPETITIVE POLICE COMMUNICATIONS OFFICER EXAM**

MOTION to approve request was made by Vice Chairman Wall.

SECONDED BY: Fire Representative Rozas

VOTED IN FAVOR: ALL

ANY OPPOSED: NONE

**6. ADJOURNMENT**

MOTION to ADJOURN was made by Fire Representative Rozas.

SECONDED BY: Member Mary Ceasar

VOTED IN FAVOR: ALL

**Meeting was adjourned at 6:16 pm.**

**Minutes submitted by**

Lee Ann Hebert, Secretary

**APPROVED BY THE BOARD**







# Sulphur Municipal Fire and Police Civil Service Board

PO Box 1309, Sulphur, LA 70664

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## AGENDA

### **"TEMPORARY LOCATION"**

The Sulphur Municipal Fire and Police Civil Service Board will meet in **REGULAR MEETING** on **Wednesday, August 10, 2022**. The meeting will be held at **5:30 P.M.** in the **CITY OF SULPHUR COUNCIL CHAMBERS**, located at **1551 East Napoleon Street**, Sulphur, LA 70663.

### **CALL TO ORDER**

### **INVOCATION**

### **PLEDGE OF ALLEGIANCE**

### **INTRODUCE NEW FIRE DEPARTMENT REPRESENTATIVE MARK ROZAS**

### **INTRODUCE RE-ELECTED POLICE DEPARTMENT REPRESENTATIVE JOHN WALL**

### **NOMINATE AND ELECT A BOARD CHAIRMAN**

### **NOMINATE AND ELECT A VICE CHAIRMAN**

### **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 JULY 13, 2022**

#### **4. OLD BUSINESS**

- A. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR PROMOTIONAL FIRE CAPTAIN (IF AVAILABLE)**
- B. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR PROMOTIONAL FIRE ENGINEER (IF AVAILABLE)**
- C. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR COMPETITIVE SECRETARY TO THE POLICE CHIEF (IF AVAILABLE)**
- D. REVIEW FOR APPROVAL EXAM SCORES AND ADD NAMES TO THE ELIGIBILITY LIST FOR COMPETITIVE POLICE RECORDS CLERK (IF AVAILABLE)**
- E. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL POLICE MAJOR EXAM**
- F. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL SUPERINTENDENT OF JAIL EXAM**
- G. REVIEW FOR APPROVAL APPLICATIONS FOR PROMOTIONAL ASSISTANT FIRE CHIEF (WITH WAIVER) EXAM**

#### **5. NEW BUSINESS**

- A. REVIEW FOR APPROVAL FIRE PERSONNEL ACTION FORMS**
- B. REVIEW FOR APPROVAL POLICE PERSONNEL ACTION FORMS**
- C. REQUEST TO CALL FOR PROMOTIONAL FIREFIGHTER FIRST CLASS EXAM**
- D. REQUEST TO CALL FOR COMPETITIVE FIRE PREVENTION OFFICER EXAM**
- E. REQUEST TO CALL FOR COMPETITIVE POLICE COMMUNICATIONS OFFICER EXAM**

#### **6. ADJOURNMENT**

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

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