

PROCEEDINGS OF THE LIVINGSTON PARISH FIRE PROTECTION DISTRICT #4 MUNICIPAL FIRE CIVIL SERVICE BOARD'S PUBLIC HEARING AND SPECIAL MEETING HELD August 19, 2020 located at 9760 Florida Blvd, Walker, LA 70785

**Roll Call**

Chairman Howard Ward called the Public Hearing to order. Roll call was taken by Chairman Howard Ward.

Present were: Howard Ward, Chairman  
Lisa Watts, Vice Chairperson  
Gary Boudreaux, Fire Department Member  
Brandi Wascom, Secretary  
Fire Department Personnel

**New Business**

**1. Adopt Extension of Emergency Leave Rule for COVID-19**

Pursuant to Governor's Proclamation 84-JBE-2020, the Board was directed to adopt an extension of the Emergency Leave Rule to allow for special leave due to illness from Coronavirus. This rule was effective for 120 days following its adoption on March 29, 2020, which made the rule effective until July 27, 2020. With its' expiration, a new proclamation was made to extend the rule as the pandemic continues.

The Public Notice was posted from August 13, 2020 through August 19, 2020. Secretary Brandi Wascom read the Special Leave Rule out loud. The Board reviewed the Emergency Leave Rule and opened the floor for public comment.

Gary Boudreaux made the motion, seconded by Lisa Watts to adopt the Special Leave Rule as posted. All were in favor.

The Public Hearing was closed.

The *Special Meeting* was opened by Mr. Ward.

**Approval of Minutes**

Board Secretary Brandi Wascom read the minutes of the previous meeting of July 20, 2020. Lisa Watts made the motion, seconded by Gary Boudreaux to adopt the minutes as written.

Ayes: Howard Ward, Lisa Watts, Gary Boudreaux  
Nays: None  
Absent: None  
Abstain: None

**New Business**

**1. Approve any PAFs**

Board Secretary Brandi Wascom presented a Personnel Action Form for Scott D. Ballard to begin his working test period as a Firefighter/Operator starting July 28, 2020. The PAF has been approved by the Appointing Authority. Gary Boudreaux made the motion, seconded by Lisa Watts to approve this Personnel Action Form. All were in favor.

**2. Review changes to examinations per OSE**

Board Secretary Brandi Wascom presented a letter from OSE regarding Act 38 of the 2020 Legislative Session which allows OSE to maintain a statewide eligibility list as well as administering Firefighter entrance exams through their office instead of in the jurisdiction. The Board reviewed these new regulations as well as the

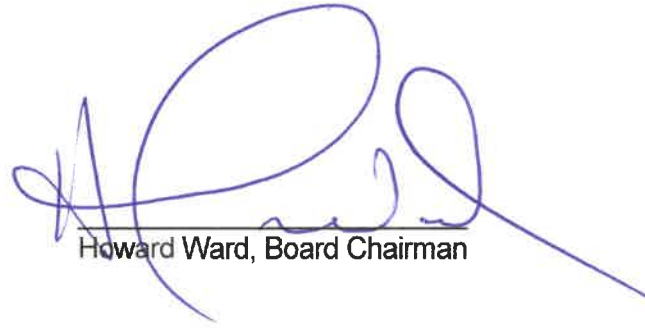
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upcoming examination dates. The Board reviewed the new application and discussed the way prospective applicants will apply directly to the department instead of the Board starting August 1, 2020.

**3. Discuss request to change name of meeting location in Board Rules**

Chief Wascom made a request of the Board to review the name of the meeting location as set forth in the Board Rules under Rule III, Section 4. Rule III, section 4 states the meeting location name is "Livingston F.P.D. No. 4 Administration House" located at 9760 Florida Blvd Walker, LA 70785. The Livingston Parish Council has merged the location and made into one location. Chief Wascom would like the meeting location name changed to "Livingston F.P.D. No 4 Headquarters" to adequately identify the meeting place. After a review and a discussion of this change, Howard Ward made the motion, seconded by Gary Boudreaux to post this change for a Public Hearing to be held at October 19 scheduled meeting. All were in favor.

There being no further business before the board, Gary Boudreaux made the motion to adjourn the meeting. Lisa Watts seconded the motion and all were in favor.



Howard Ward, Board Chairman