

**PROCEEDINGS OF THE LIVINGSTON PARISH FIRE PROTECTION DISTRICT #4 MUNICIPAL FIRE CIVIL SERVICE BOARD'S PUBLIC HEARING AND REGULAR MEETING HELD Monday, October 18, 2021 located at 9760 Florida Blvd, Walker, LA 70785**

*Rescheduled from September 1, 2021 due to Hurricane Ida*

**Roll Call**

Chairman Howard Ward called the Public Hearing to order at 03:15 p.m. 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 new competitive Maintenance Officer classification plan**

The new Maintenance Officer classification plan was posted at all stations from July 31, 2021 through October 18, 2021. The Board reviewed the new classification plan including the qualification requirements as written by OSE. The floor was opened for public comment. No comments were made.

Gary Boudreaux made the motion, seconded by Lisa Watts to adopt the new Maintenance Officer classification plan as posted.

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

The Board allocated one (1) position to this class.

Gary Boudreaux made the motion, seconded by Lisa Watts to call for an examination by OSE as the new class requires.

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

**2. Adopt Amendments to Chief of Maintenance classification plan**

The proposed revisions to the classification plan of Chief of Maintenance will change the classification plan from Competitive to Promotional. This change is required due to the addition of the Maintenance Officer classification plan under the supervision of the Chief of Maintenance.

These revisions were posted at all stations from July 31, 2021 through October 18, 2021. The Board reviewed the amendments to this classification plan along with the updated qualification requirements. The floor was opened for public comment. No comments were made.

Gary Boudreaux made the motion, seconded by Lisa Watts to adopt the revisions to the Chief of Maintenance classification plan as posted.

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

The Public Hearing was closed.

The Regular Meeting was opened by Chairman Ward.

**Approval of Minutes**

Board Secretary Brandi Wascom read the minutes of the previous meeting minutes of July 26, 2021. Gary Boudreaux made the motion, seconded by Lisa Watts to adopt the minutes as written.

Ayes: Howard Ward, Lisa Watts, Gary Boudreaux

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Nays: None  
Absent: None  
Abstain: None

**Old Business**

**1. Discuss revisions to Deputy Fire Chief classification plan**

Chairman Ward reviewed the previous discussions by the board regarding these changes. The Board had another discussion on the pros and cons of making these proposed revisions. Fire Chief James T. Wascom joined the meeting to give his thoughts on these proposed changes. Chief Wascom noted that there are other classes to be built into the line and more should be coming up soon. He also expressed concern that a person working in a support class is not required to keep up firefighting certifications nor training.

Following the Chief's comments, the Board had another discussion and reviewed the revisions again. Chairman Ward directed Secretary Brandi Wascom to make the changes to the proposed revisions. Lisa Watts made the motion to review the proposed revisions at the next meeting to see if they are ready to post for a public hearing. Howard Ward seconded this motion.

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

**New Business**

**1. Approve any PAFs**

Secretary Brandi Wascom presented the Board with two personnel action forms for review:

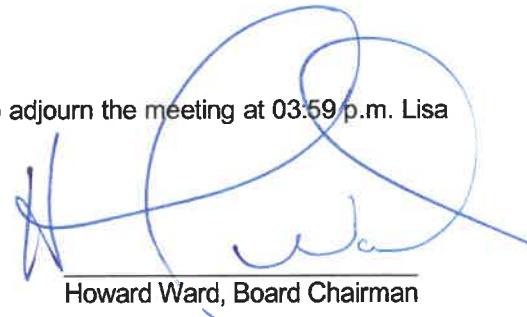
- a. Myron Guidry, Firefighter/Operator, submitted his resignation in a personal e-mail to Chief Wascom on July 26, 2021. His resignation was accepted by Chief Wascom and his last working day was July 31, 2021. This personnel action form is effective August 1, 2021 and is signed by the Appointing Authority. Gary Boudreaux made the motion, seconded by Lisa Watts to approve this PAF.

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

- b. Firefighter/Operator John Mahoney was suspended for one calendar day on Thursday, August 5, 2021 by Chief Wascom for violation of LPFPD4 Policy 207.00 "Insubordination" from an incident on May 22, 2021. Chief Wascom took this action after completing a full investigation. As Mr. Mahoney is still on probation, his seniority will not be affected should he complete his working test period. Gary Boudreaux made the motion, seconded by Lisa Watts to approve this PAF.

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

There being no further business before the Board, Gary Boudreaux made the motion to adjourn the meeting at 03:59 p.m. Lisa Watts seconded the motion and all were in favor.



Howard Ward, Board Chairman