

**Proceedings of the Livingston Parish Fire Protection District #4 Municipal Fire Civil Service Board's Regular Meeting
Held on Monday, April 4, 2022 at Administration Headquarters located at 9760 Florida Blvd, Walker, LA 70785**

Roll Call

Chairperson Lisa Watts called the Regular Meeting to order at 3:03 p.m. Roll call was taken by Chairperson Lisa Watts.

Present were: Lisa Watts, Chairperson (College List Member)
Gary Boudreaux, Vice-Chairman (Fire Department Member)
Howard Bonaventure, Board Member (Governing Authority Member)
Brandi Wascom, Secretary
Fire Department Personnel via Conference Call

Approval of Minutes

Board Secretary Brandi Wascom read aloud the minutes of the previous Public Hearing and Special Meeting of February 10, 2022. Gary Boudreaux made the motion, seconded by Howard Bonaventure to adopt the minutes as written.

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

As there was no Old Business, the Board moved on to the next agenda item.

New Business

1. Deputy Fire Chief classification plan pages

Secretary Brandi Wascom submitted the revised classification plan pages for the Deputy Fire Chief to the board members for review. Office of the State Examiner sent the revised plan following the board's approval of the revisions at the February 10, 2022 Public Hearing. The board reviewed the revised class plan and found no errors. Copies will be distributed to the required parties by the board secretary.

2. Deputy Fire Chief Promotional Examination

Secretary Brandi Wascom informed the board that there needs to be a Deputy Fire Chief promotional examination. This is required every 18 months to maintain an eligibility list. Gary Boudreaux made the motion to request the Office of the State Examiner to give the promotional examination for the Deputy Fire Chief with a waiver of time in service for this examination only. Howard Bonaventure seconded the motion.

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

3. Review any Personnel Action Forms

Secretary Brandi Wascom presented the board with three personnel action forms for review:

- a. Firefighter/Operator Jordan Small has resigned her position effective March 17, 2022. Her resignation was submitted via e-mail to Chief Wascom and Deputy Chief Jackson on March 4, 2022. Her resignation was accepted by Chief Wascom and her last shift was March 16, 2022. The PAF is signed by the Appointing Authority.
- b. John Mahoney is being confirmed in his position as Firefighter/Operator effective May 1, 2022. Mr. Mahoney has satisfactorily completed his working test period. The Appointing Authority has approved this PAF.
- c. Austin Williams is being confirmed in his position as Firefighter/Operator effective May 18, 2022. Mr. Williams has satisfactorily completed his working test period. The Appointing Authority has approved this PAF.

Gary Boudreaux made the motion, seconded by Howard Bonaventure to approve all three Personnel Action Forms.

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

There being no further business before the board, Howard Bonaventure made the motion to adjourn the meeting at 3:14 p.m. Gary Boudreaux seconded the motion and all were in favor.


Lisa Watts, Board Chairperson