

**Proceedings of the Livingston Parish Fire Protection District #4 Municipal Fire Civil Service Board's
Regular Meeting Held on Wednesday, January 11, 2023 at Administration Headquarters located at 9760
Florida Blvd, Walker, LA 70785**

Roll Call

Chairperson Lisa Watts called the Regular Meeting to order at 1:06 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
Matthew Gallman, Ex-Officio Notary
Fire Department Personnel via Conference Call

Approval of Minutes

Board Secretary Brandi Wascom read the minutes of the previous Special Meeting of December 8, 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 onto the next agenda item.

New Business

A. Oath of Office

Howard Bonaventure was approved by the Board of Commissioners at their December 19, 2022 meeting to serve a new term as the Governing Authority civil service board member. Mr. Bonaventure took the Oath of Office in front of the board and it was notarized by Matthew Gallman, ex-officio notary. His term will expire January 24, 2026.

B. Election of Chairman and Vice-Chairman

The Board discussed who would serve as Chairman and Vice-Chairman now that Mr. Bonaventure is serving his own term. Gary Boudreaux nominated Lisa Watts to serve as Chairwoman. Lisa Watts nominated Gary Boudreaux to serve as Vice-Chairman. All members were in agreement.

C. Requests from Board of Commissioners

1. Secretary Brandi Wascom presented the board with the minutes from the Board of Commissioners December 16, 2022 meeting. The Board voted to create the classification plan of Assistant Chief and allocate funds for three positions. Gary Boudreaux made the motion to create a new classification plan and request a job analysis from the Office of the State Examiner for the title of Assistant Chief. Howard Bonaventure seconded the motion. All were in favor.
2. Secretary Brandi Wascom presented the board with the minutes from the Board of Commissioners December 16, 2022 meeting. The Board voted to create the classification plan of Battalion Chief and allocate funds for nine positions. Howard Bonaventure made the motion to create a new classification plan and request a job analysis from the Office of the State Examiner for the title of Battalion Chief. Gary Boudreaux seconded the motion. All were in favor.

D. Review and Approve any PAFs

Board Secretary Brandi Wascom presented thirty personnel action forms along with their applications for the board to review. All personnel action forms were approved by the Appointing Authority prior to this meeting.

1. Steven Achord begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 92% valid until January 21, 2023. He meets all the qualification requirements set forth in the class plan.

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2. Mark Adams has been provisionally appointed to the pending classification of Assistant Chief beginning January 10, 2023.
3. Matthew Adams begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 85% valid until June 20, 2024. He meets all the qualification requirements set forth in the class plan.
4. Zachary Ballard begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 81% valid until December 21, 2023. He meets all the qualification requirements set forth in the class plan.
5. Gary Boudreaux has been provisionally appointed to the pending classification of Assistant Chief beginning January 10, 2023. He has been a regular and permanent Firefighter/Operator since September 13, 2017.
6. Mark Burgess has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023. He has been a Firefighter/Operator since August 9, 2022.
7. Kenneth Desselle has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023.
8. Kirk Duffy has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023.
9. Tyler Fleming begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 94% valid until July 6, 2024. He meets all the qualification requirements set forth in the class plan.
10. Kade Freeman begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 82% valid until July 6, 2024. He meets all the qualification requirements set forth in the class plan.
11. Stephen Getscher begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 90% valid until March 2, 2024. He meets all the qualification requirements set forth in the class plan.
12. Benjamin Guy begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 84% valid until April 14, 2024. He meets all the qualification requirements set forth in the class plan.
13. Justin Hartley has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023. He has been a regular and permanent Firefighter/Operator since January 3, 2018.
14. Kenneth Hutchinson begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 91% valid until March 27, 2024. He meets all the qualification requirements set forth in the class plan.
15. Brian Jackson has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023. He has been a Firefighter/Operator since February 8, 2022.
16. Marcus Kenworthy has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023.
17. Gary Ryan Kuhn begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 75% valid until March 2, 2024. He meets all the qualification requirements set forth in the class plan.
18. Axl LaCour begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 81% valid until May 15, 2024. He meets all the qualification requirements set forth in the class plan.
19. Bradford Larimore begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 87% valid until December 21, 2023. He meets all the qualification requirements set forth in the class plan.
20. Joshua Laviolette begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 87% valid until September 29, 2023. He meets all the qualification requirements set forth in the class plan.
21. Timothy Lennox has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023. He has been a regular and permanent Firefighter/Operator since March 1, 2022.
22. Randall McMorris was placed on Administrative Leave with Pay by Chief James Wascom on November 29, 2022.

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23. Jason Populus begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 90% valid until March 2, 2024. He meets all the qualification requirements set forth in the class plan.
24. Robert Rainwater, Jr. has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023. He has been a Firefighter/Operator since September 6, 2022.
25. Brian Richard, Jr. begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 83% valid until October 19, 2023. He meets all the qualification requirements set forth in the class plan.
26. Jared Richardson has been provisionally appointed to the pending classification of Battalion Chief beginning January 10, 2023.
27. Craig Roberts has been provisionally appointed to the pending classification of Assistant Chief beginning January 10, 2023.
28. Daniel Seymour begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 90% valid until January 12, 2024. He meets all the qualification requirements set forth in the class plan.
29. Jacob Stafford begins his working test period effective January 10, 2023 for Firefighter/Operator. He has an active test score of 89% valid until March 18, 2024. He meets all the qualification requirements set forth in the class plan.
30. Justin Woolfolk begins his working test period effective January 2, 2023 for Firefighter/Operator. He has an active test score of 91% valid until May 29, 2024. He meets all the qualification requirements set forth in the class plan.

Gary Boudreaux made the motion, seconded by Howard Bonaventure to approve all thirty personnel action forms as presented.

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 1:27p.m. Gary Boudreaux seconded the motion and all were in favor.

Lisa Watts, Board Chairperson