

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

Roll Call

Chairperson Lisa Watts called the Special Meeting to order at 1:07 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

Approval of Minutes

Board Secretary Brandi Wascom read the minutes of the previous Special Meeting of August 16, 2023. 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. Review and Approve any PAFs

Board Secretary Brandi Wascom submitted three Personnel Action Forms for the Board to review. All personnel action forms were approved by the Appointing Authority prior to this meeting.

- a. James Trant Jr. begins his working test period on September 22, 2023 for Firefighter/Operator. He has an active test score of 90% valid until September 28, 2024. He meets all qualification requirements set forth in the class plan.
- b. Firefighter/Operator Daniel Schmolke has satisfactorily completed his working test period effective September 26, 2023. He is being confirmed in his position as Firefighter/Operator.
- c. Landon Sutton begins his working test period on October 6, 2023 for Firefighter/Operator. He has an active test score of 87% valid until March 5, 2025. He meets all qualification requirements set forth in the class plan.

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

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

2. Review new class plan pages

Secretary Brandi Wascom presented copies of the new classification plan pages sent by the State Examiner. The Board reviewed their copies and found no errors.

3. Discuss Examination Requests

A discussion was held regarding the State Examiner's request to call for examinations for the new Assistant Chief and Battalion Chief positions. Howard Bonaventure made the motion, seconded by Gary Boudreaux, not to call for the examinations as this time. All were in favor.

There being no further business before the board, Howard Bonaventure made the motion to adjourn the meeting at 1:33 p.m. Gary Boudreaux seconded the motion and all were in favor.



Lisa Watts, Board Chairperson