

**Proceedings of the Livingston Parish Fire Protection District #4 Municipal Fire Civil Service Board's  
Regular Meeting Held on Monday, February 24, 2025 at Administration Headquarters located at 9760  
Florida Blvd, Walker, LA 70785**

**Roll Call**

Chairperson Lisa Watts called the Regular Meeting to order at 1:05 p.m. Roll call was taken by Chairperson Lisa Watts.

Present were: Lisa Watts, Chairperson (College List Member)  
Howard Bonaventure, Vice-Chairman (Governing Authority Member)  
Tyler Fleming, Board Member (Fire Department Member)  
Brandi Wascom, Secretary  
Fire Department Personnel

**Approval of Minutes**

Board Secretary Brandi Wascom read the minutes of the previous Special Meeting of January 14, 2025. Howard Bonaventure made the motion, seconded by Tyler Fleming to adopt the minutes as written.

Ayes: Howard Bonaventure, Tyler Fleming, 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 – Tyler Fleming**

The term of office for the Fire Department Board Member expired January 24, 2025. Nominations took place February 3, 2025 through February 6, 2025. One nomination was received and accepted by Firefighter Tyler Fleming. As there was only one nomination, no election was necessary. The Board of Commissioners ratified this appointment at their February 17, 2025 regular board meeting.

Tyler Fleming took the Oath of Office before the board and fire department personnel and all forms were notarized by Matthew Gallman. His term of office will expire January 24, 2028.

**B. Election of Chairman and Vice-Chairman**

The Board held a discussion regarding who would serve as Chairman and Vice-Chairman with the election of a new fire department board member. Howard Bonaventure nominated Lisa Watts to continue serving as Chairwoman. Lisa Watts nominated Howard Bonaventure to serve as Vice-Chairman. All members were in agreement.

**C. Review and Approve any PAFs**

Secretary Brandi Wascom presented the Board with ten personnel action forms for review. All personnel action forms were approved by the Appointing Authority prior to this meeting.

1. Mark Burgess has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
2. Kenneth Desselle has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
3. Justin Hartley has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
4. Brian Jackson has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
5. Marcus Kenworthy has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
6. Timothy Lennox has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
7. Robert Rainwater, Jr. has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.

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8. Jared Richardson has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
9. Daniel Schmolke has satisfactorily completed his working test period effective February 21, 2025. He is being confirmed in the class of Battalion Chief.
10. Firefighter/Operator Gary Ryan Kuhn submitted his resignation via e-mail on February 21, 2025. The Appointing Authority, Chief James Wascom accepted his resignation, which will be in effect on March 1, 2025.

Howard Bonaventure made the motion, seconded by Tyler Fleming, to approve all ten personnel action forms as presented.

Ayes: Howard Bonaventure, Tyler Fleming, Lisa Watts  
Nays: None  
Absent: None  
Abstain: None

**D. Review 2025 Seniority Roster**

Secretary Brandi Wascom presented the Board with the 2025 Seniority Roster for their review. No errors were found. No comments were made. Howard Bonaventure made the motion, seconded by Tyler Fleming to approve the 2025 Seniority Roster as written.

Ayes: Howard Bonaventure, Tyler Fleming, Lisa Watts  
Nays: None  
Absent: None  
Abstain: None

**E. Discuss 2025 Quarterly Board Meetings**

With the newly elected fire department board member, the board reviewed the previously scheduled 2025 quarterly board meetings. There is a conflict with the second quarterly meeting currently scheduled for June 16, 2025. The Board voted unanimously to move this meeting to June 25, 2025. Secretary Brandi Wascom will update the Notice of Public Meetings.

There being no further business before the board, Howard Bonaventure made the motion to adjourn the meeting at 1:14 p.m. Tyler Fleming seconded the motion and all were in favor.

  
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Lisa Watts, Board Chairperson