



JEFFERSON PARISH

FIRE CIVIL SERVICE



NOTICE OF FIRE CIVIL SERVICE BOARD MEETING

Tuesday, October 26, 2021
10:00 a.m., Council Chambers 2nd Floor, Yenni Bldg.
1221 Elmwood Park Blvd.
Jefferson, LA 70123

Agenda:

Meeting called to order
Roll Call of Board Members
Acknowledgement of Audience

Housekeeping:

- a. Approve any PAF forms received since last meeting.
- b. Approve Current Court Reporters Invoice

Public Hearings:

1. **POSTPONED** – Rule XV, sections 27 Hazardous Materials Risk Coordinator and 28 Assistant Hazardous Risk Coordinator.
2. **POSTPONED** – Rule XV, section 29 Fire Services Information Technology Specialist.
3. **CONTINUED WITHOUT DATE** – Job Analysis/Classified Position Investigations:
 - a. Discussion and vote on whether or not to request the board to do a job analysis on the division of fire services.
 - b. **Craig Burkett Item# 00/13/05** – Appeal regarding classified position investigation.
 - c. Discussion on whether or not to do a job analysis on the entire emergency management division as well as mechanics at Parish garage.
4. **CONTINUED WITHOUT DATE -- Discussion of Classification Plans and Duties**
 - a. **Michael Travis Item #4/20/2074** – Investigation into Classes for Chief of Administration and Fire Administrative Assistant to the Fire Chief, as to why a candidate from the eligibility list has not been selected to fill the vacancy. The investigation also questions the duties of the positions and it is believed that the person currently is acting as a Deputy Chief.
 - b. Discussion of the Board initiating an investigation pursuant to RS 33:2544 into the assignment of duties to the classes of Fire Chief of Administration, and Fire Department Assistant to the Fire Chief, to determine if the duties assigned have created a different class.

New Business:

1. **Danny Zeigler Item# 10/21/119** – Appeal on Reimbursement of Workers’ Compensation due to Miscalculation
2. Discussion of Dominick Mumphrey term in office which expired on August 18, 2021.

Old Business:

1. **Craig Juneau Item# 8/21/109** – Appeal on Backpay
Appointing Authority states that the appeal on backpay has been resolved. Keith Credo to follow-up with letter to confirm status with Mr. Juneau.
2. Call for Fire Investigator II exam (Requested by Chief Tibbetts)
3. **Daniel Zeigler Item# 9/21/110** – Appeal on Payment of Sick and Annual Leave
Keith Credo to send letter asking status and if they are prepared to move forward on October 29 and if not available, ask they give possible dates.
Administration is currently working on calculating the back pay from the time of his injury.
4. **CONTINUED WITHOUT DATE – Appeals on Hurricane Ida Pay:**
 - a. **Brad Rodrigue, Mitchell Arbaugh and Michael Giarrusso Item# 9/21/112** – Appeal on why Holiday pay was not sued for Hurricane Ida.
 - b. **Erin Hughes Item# 10/21/115** – Appeal on Holiday Pay for Hurricane Ida
 - c. **John Abide Item# 10/21/116** – Appeal on Holiday Pay for Hurricane Ide
 - d. **Chad Penot Item# 10/21/117** – Appeal on Holiday Pay for Hurricane Ida
 - e. **Mikel Crossen Item# 9/21/118** – Appeal on Compensation for Hurricane Ida
5. **Brad Rodrigue, Mitchell Arbaugh and Michael Giarrusso Item# 9/21/113** – Investigation on why Holiday pay was not sued for Hurricane Ida.
5. Recall of exam for Fire Inspector I with new Board Rules dates September 2020.
6. Follow-up discussion on Redbook.
7. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Destiny Holloway Item# 6/21/106** – Investigation into Malfunctioning of Equipment
8. **Destiny Holloway Item# 6/21/107** – Appeal on 2021 Annual Evaluation
Motion to Dismiss received by Appointing Authority.
9. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Drew Moisant Item# 7/21/108** – Appeal on Termination

10. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Todd Roser Item #6/20/2076** – Investigation/Appeal his grievance filed regarding the actions of Chief Carl Brondum.
 - a. Discussion of the department compliance with RS 33:2560(D)
11. **SCHEDULED FOR HEARING NOVEMBER 16 & 17, 2021 – Tristian St. Cyr Item #12/20/2099** – Appeal on Disciplinary Action
12. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Appeals on Hurricane Pay**
 - a. **Mitchell Arbaugh Item #10/20/2092** – Appeal on compensation for all suppression employees as it relates to closures due to hurricanes
 - b. **Jacob Schwartz Item# 9/20/2079** – Appeal on Compensation for Hurricane Laura
 - c. **Jefferson Parish Fire Department Employees Item# 8/6/2066** – Investigation/Appeal Regarding Hurricane and Holiday Pay
13. **Monica Mitchell Item# 9/20/2089** – Investigation into procedures and protocols for COVID 19
14. Discuss mandatory overtime to fill minimum manpower as it relates to firefighter and public safety.
15. Discussion/possible action of assignment of Emergency Medical Services duties to Fire suppression personnel, and authorization for dispatching fire suppression equipment as backup to privately contracted Emergency Medical Services. Discussion of whether non-suppression calls are considered fire related pursuant to the list in R.S. 33:2541.
 - b. Additional discussion of allocation of responsibility of fire personnel and other emergency responders and use of fire protection millage for other emergency services.
16. **CONTINUANCE – Mitchell Arbaugh Item #3/3/2072** – Investigation into Conduct of Superior Officer
17. **CONTINUANCE – Mitchell Arbaugh Item #3/13/2073** – Investigation into Conduct
18. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE -- Tammy Cavanaugh Item# 1/21/101** – Investigation into Pay Disparities
19. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Mitchel Arbaugh Item# 5/21/104** – Appeal on Annual Raise Correction
20. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Appeals on Disciplinary Action/Annual Leave Reinstatement**
 - a. **Destiny Holloway Item# 5/21/105** – Appeal on Disciplinary Action on April 30, 2021
 - b. **Destiny Holloway Item #5/8/2075** – Appeal on Annual Leave Reinstatement
21. **CONTINUED WITHOUT DATE** – Discussion to consider calling as investigation to determine the current "state of the department," specifically what is good, right, acceptable about the management/leadership, maintenance, operations, services, employees working conditions?
22. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Cavanaugh & Calderini Item# 8/29/2067** – Appeal regarding the Dispatcher Shift Schedule.

23. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Melissa Burkett Item #2/18/2046** – Hearing/Investigation – she wants an investigation as to how the department is handling overtime, see letter from Melissa Burkett dated 2/8/18.
24. **PARTIES HAVE BEEN CONTACTED BY BOARD ATTORNEY TO SELECT DATE – Melissa Burkett, Tammy Cavanaugh et als, Item #9/17/2041 & 2041A** – Hearing/Investigation of the procedures followed by Robert Funk Supervisor concerning sick leave.
25. **CONTINUED WITHOUT DATE – Craig Burkett Item #12/20/2097** – Appeal on COVID compensation.
26. **CONTINUED WITHOUT DATE – Appeal/Investigation regarding Pay Disparities**
 - a. **John Dunn Item# 2/14/2057** – Investigation of base pay and scheduled overtime for District Chiefs. Salary Correction/Adjustment in back pay.
 - b. **Rodrigue, Perre, Arbaugh & Glover Item# 7/20/2077** – Investigation into pay disparities.
 - c. **Craig Burkett Item# 00/13/04** – Appeal regarding pay issue 2%.
Documents received from AA regarding the breakdown of pay.
27. **CONTINUED WITHOUT DATE – Fire Prevention Department Employees Item# 7/20/2078** – Investigation into pay of J. McGuire upon re-hire.

Adjourn Meeting

In accordance with provisions of the American with Disabilities Act Amendments Act of 2008, as amended, Jefferson Parish shall not discriminate against individuals with disabilities on the basis of disability in its services, programs or activities. If you require auxiliary aids or devices, or other reasonable accommodation under the ADA Amendments Act, please submit your request to the ADA Coordinator at least forty-eight (48) hours in advance or as soon as practical. A seventy-two (72) hour advanced notice is required to request Certified ASL interpreters.

ADA Coordinator/Office of Citizens with Disabilities
1221 Elmwood Park Blvd., Suite 210, Jefferson, LA 70123
(504) 736-6086, ADA@jeffparish.net

Meeting Notice Posted: 10/21/2021