



# JEFFERSON PARISH

## FIRE CIVIL SERVICE



### NOTICE OF FIRE CIVIL SERVICE BOARD MEETING

Thursday, November 12, 2020  
12:00 p.m., Council Chambers 2<sup>nd</sup> Floor, Yenni Bldg.  
1221 Elmwood Park Blvd.  
Jefferson, LA 70123

#### **Agenda:**

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

#### **Reading and Approval of Minutes:**

September 29 and October 20 meetings

#### **Housekeeping:**

- a. Approve any PAF forms received since last meeting.
- b. Approve Curren Court Reporters invoice.

#### **Public Hearings:**

1. **CONTINUED FOR SIX MONTHS FOR REVIEW TIME**– Rule XV, sections 27 Hazardous Materials Risk Coordinator and 28 Assistant Hazardous Risk Coordinator.
2. **NEED TO REPOST AT LATER DATE WHEN PUBLIC CAN BE PRESENT** – Rule XV, section 29 Fire Services Information Technology Specialist.

#### **New Business:**

1. Discussion of Communications Officer I classification and hiring from the eligibility list according to Civil Service law.
2. **Mitchell Arbaugh Item # 10/20/2090** – Appeal on reinstatement of annual leave
3. **Michael Giarrusso Item # 10/20/2091** – Appeal on reinstatement of annual leave
4. **Mitchell Arbaugh Item #10/20/2092** – Appeal on compensation for all suppression employees as it relates to closures due to hurricanes
5. Points of discussion will be the duties and responsibilities of each office or board as the case may be as stated in the Jefferson Parish Charter, LA RS 40:1506 and LA RS 40:2537.

**Old Business:**

1. Discussion and vote on whether or not current board committee's should continue.  
Asked that the board attorney review it before taking it to a vote.
2. Continuation of discussion raised at prior meeting by Mr. Mumphrey including but not limited to the Board Chairman's authority and duties compared to other board members, individual board member ability to consult with Board attorney, individual board member as a citizen to raise a complaint before the board and hear the complaint as well as issue subpoenas related to that complaint.
3. **DISCUSSION SCHEDULED FOR NOVEMBER 12 -- Jacob Schwartz Item# 9/20/2079** – Appeal on Compensation for Hurricane Laura
4. **DISCUSSION** – Investigations on Why Annual Raises were not given per Redbook Rule
  - a. **Brad Rodrigue Item# 10/20/2080** – Investigation into why annual raise were not given per Redbook rule.
  - b. **Michael Giarrusso Item# 10/20/2081** – Investigation into why annual raise were not given per Redbook rule.
5. **DISCUSSION** – Appeals on Corrective Action Regarding Annual Raises and Backpay
  - a. **William Crossen Item# 10/20/2082** – Appeal for corrective action regarding annual raise and backpay
  - b. **Derek Nelson Item# 10/20/2083** – Appeal for corrective action regarding annual raise and backpay
  - c. **Beau Anthony Lindsey Item# 10/20/2084** -- Appeal for corrective action regarding annual raise and backpay
  - d. **Joshua Joseph Davis Item# 10/20/2085** -- Appeal for corrective action regarding annual raise and backpay
  - e. **Brad Rodrigue Item# 10/20/2086** – Appeal for corrective action regarding annual raise and backpay
  - f. **Michael Giarrusso Item# 10/20/2087** – Appeal for corrective action regarding annual raise and backpay
  - g. **Lama, Ranatza, M. Rodriguez, Figaro, Bush, Giusti, Colomb, Ruffin, Riviere, Rosenbaum, Stromeyer and Dill Item# 9/20/2088** – Appeal for corrective action regarding annual raise and backpay
6. **DISCUSSION SCHEDULED FOR NOVEMBER 12 -- Monica Mitchell Item# 9/20/2089** – Investigation into procedures and protocols for COVID 19
7. **POSTPONED** due to lack of quorum – Election for the position of Chairman of the board.

8. **REVIEW** – Seniority Roster Approval dated July 7, 2020  
This item will be held over for clarification on the suspension time issued for Tristian St. Cyr. Board will review.  
Chief Tibbetts will need to update the hours of suspension due to cap of 90 days.
9. **CONTINUED – Rodrigue, Perre, Arbaugh & Glover Item# 7/20/2077** – Investigation into pay disparities.
10. **CONTINUED – Fire Prevention Department Employees Item# 7/20/2078** – Investigation into pay of J. McGuire upon re-hire.
11. **CONTINUED – John Dunn Item# 2/14/2057** – Investigation of base pay and scheduled overtime for District Chiefs. Salary Correction/Adjustment in back pay.
12. Discussion on whether or not to do a job analysis on the entire emergency management division as well as mechanics at Parish garage. (Possible continue without date until board can meet in person.)
13. **CONTINUANCE – Mitchell Arbaugh Item #3/3/2072** – Investigation into Conduct of Superior Officer
14. **CONTINUANCE – Mitchell Arbaugh Item #313/2073** – Investigation into Conduct
15. **CONTINUE WITHOUT DATE – 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.
16. **CONTINUE WITHOUT DATE – Destiny Holloway Item #5/8/2075** – Appeal on Annual Leave Reinstatement  
**Chief Tibbetts will follow-up on status of this item.**
17. **DEFER UNTIL BOARD CAN MEET IN-PERSON** – 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.
18. **CONTINUE WITHOUT DATE – Todd Roser Item #6/20/2076** – Investigation/Appeal his grievance filed regarding the actions of Chief Carl Brondum  
**Administration is currently investigating this item.**
19. **CONTINUE WITHOUT DATE** – Discussion of revised competitive application.
20. **CONTINUED WITHOUT DATE: ITEM WILL REMAIN ON AGENDA IN ORDER FOR FIRE CHIEF TO INVESTIGATE PAY FOR FIRE PERSONNEL SECRETARIES** – Discussion of the Board to determine proper procedure to adjust secretary salary, and to consider advice from Jefferson Parish Human Resource Department.

21. **CONTINUED WITHOUT DATE** – Discussion on the amount of workload assigned to suppression personnel, which have been added to the end of the year duties.
22. **NEED STATUS UPDATE – CONTINUED WITHOUT DATE – Jefferson Parish Fire Department Employees Item# 8/6/2066** – Investigation/Appeal Regarding Hurricane and Holiday Pay
23. **CONTINUED WITHOUT DATE – Cavanaugh & Calderini Item# 8/29/2067** – Appeal regarding the Dispatcher Shift Schedule.
24. **CONTINUED WITHOUT DATE – Craig Burkett Item# 00/13/04** – Appeal regarding pay issue 2%.
25. **CONTINUED WITHOUT DATE – Craig Burkett Item# 00/13/05** – Appeal regarding classified position investigation.
26. **CONTINUED WITHOUT 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.
27. **CONTINUED WITHOUT 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.
28. **CONTINUED WITHOUT DATE** – 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.

### **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](mailto:ADA@jeffparish.net)

**Meeting notice posted 11/5/2020**