

**JEFFERSON PARISH, LOUISIANA
PERSONNEL BOARD**

MONTHLY MEETING, THURSDAY, MARCH 11, 2021 AT 9:00 A.M.
ROOM 204, JOSEPH S. YENNI BUILDING
1221 ELMWOOD PARK BOULEVARD, JEFFERSON, LOUISIANA

AGENDA

- I. Employee Appeals
 - A. None

- II. Public Comment Period

- III. Proposals for Board Consideration:
 - A. A proposal to amend the Personnel Rules of the Classified Service to revise Rule IV, Section 5.3 and Section 5.9(D);
 - B. A proposal to amend the Personnel Rules of the Classified Service to revise sections regarding Military Leave and USERRA;
 - C. A proposal to amend the Personnel Rules of the Classified Service to revise Rule VII, Section 5.3(2);
 - D. A proposal to amend the Pay Plan for the Classified Service to create the classification Assistant Director-Engineering; and,
 - E. A proposal to amend the Pay Plan for the Classified Service to revise the class title for the classification of Animal Control Officer and eliminate the classification of Humane Officer.

- IV. Executive Session Matters:
 - A. Pursuant to La. R.S. 42:17, discussion of personnel matters regarding character, professional competence, or physical or mental health of an employee in regards to a request to extend Leave without Pay.

- V. Approval of the Minutes: Meeting of February 23, 2021.

- VI. Old Business:
 - A. None

- VII. New Business:
 - A. Requests for advanced or extended leaves of absence;
 - B. Requests for approval of employee status in positions reallocated under Rule III, 3.1 of the Personnel Rules;
 - C. Approval of the monthly report;
 - D. Meeting(s)/Hearing(s) Dates: Tuesday, April 20, 2021, 2:00 p.m. and Tuesday, May 18, 2021, 2:00 p.m. (tentative) meeting dates;
 - E. Miscellaneous/Unscheduled Matters:
 - F. Director's Report:
 - 1. Review Personnel Department's recommendation for Charter changes.

- VIII. Adjournment for Review of Appeals

**JEFFERSON PARISH, LOUISIANA
PERSONNEL BOARD
CIVIL SERVICE APPEALS DOCKET
MARCH 11, 2021**

APPEALS ON HAND AND UNRESOLVED AS OF FEBRUARY 23, 2021:

1. Docket No. 2019-011, Sean Duckett Sr. vs. Department of Public Works-Streets; scheduled for hearing on August 7, 2019, hearing continued to February 19, 2020, order issued on March 5, motion for stay filed on March 5, Board signed motion for stay on March 6, pending hearing, order issued on June 17, Board to hear oral arguments on August 18, order pending Board signature, order issued on September 14, appealed to Fifth Circuit Court on September 24, 2020;
2. Docket No. 2019-035, Donya Decou-Snowton vs. Department of Juvenile Services; scheduled for pretrial and scheduling on March 18, continued without date, scheduled for hearing on August 27, hearing continued to October 13, November 17, 18, and 19, hearing continued to January 27 and 28, 2021, continued to March 23 and 24;
3. Docket No. 2020-060, Chantrell Cook vs. Department of Juvenile Services; scheduled for hearing on April 15, continued without date, scheduled for hearing on September 15, hearing continued to November 3, continued to December 3, continued to December 8, hearing continued to January 6, 2021, hearing continued to January 14, hearing continued to January 27, continued to March 2, order pending;
4. Docket No. 2020-220, Brishawna Silby vs. Department of Juvenile Services; scheduled for hearing on September 29, hearing continued to October 13, order issued on October 20, appealed to Board on November 4, 2020, Board to hear oral arguments on February 23, 2021, order issued on March 3;
5. Docket No. 2020-326, Donya Decou-Snowton vs. Department of Juvenile Services; scheduled for hearing on August 27, hearing continued to October 13, November 17, 18, and 19, hearing continued to January 27 and 28, 2021, continued to March 23 and 24;
6. Docket No. 2020-329, Brandie C. Lange vs. Department of Citizens' Affairs; scheduled for hearing on December 22, hearing continued to January 20, 2021, hearing continued to February 9, continued without date;
7. Docket No. 2020-332, Willie Detiege III vs. Department of Public Works-Sewerage; scheduled for hearing on January 12, 2021, hearing continued to February 9, order issued on February 17;
8. Docket No. 2020-333, Christopher D. Jones vs. Department of Public Works-Drainage; order issued on February 26;
9. Docket No. 2020-334, Willie H. Jordan Jr. vs. Department of Public Works-Water; scheduled for hearing on March 2, order issued on March 4;
10. Docket No. 2021-001, Tyler M. White vs. Department of Public Works-Drainage; order issued on February 26;
11. Docket No. 2021-002, LaShonda Leonard vs. Department of Fleet Management; scheduled for hearing on April 13;
12. Docket No. 2021-003, Darren Paul Pecot vs. Department of Public Works-Water; order pending Board signature.

APPEALS RECEIVED SUBSEQUENT TO FEBRUARY 23, 2021:

1. Docket No. 2021-004, Hector Enrique' Maes vs. Department of Emergency Management; probationary employee, dismissed.



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JEFFERSON PARISH

Department of Personnel

March 1, 2021

OFFICIAL NOTICE



PERSONNEL BOARD

A public meeting of the Jefferson Parish Personnel Board will be held

Rufus C. Harris, III
Michael L. Fantaci
Daniel R. Martiny

THURSDAY, MARCH 11, 2021 – 9:00 A.M.

John Dumas, MPA, SPHR
Director

ROOM 204

**1221 ELMWOOD PARK BOULEVARD
JEFFERSON, LOUISIANA**

Prior to the regular business agenda, the Personnel Board will conduct a Public Hearing to consider a proposal to:

- Amend the Personnel Rules of the Classified Service to revise Rule IV, Section 5.3 and Section 5.9(D);
- Amend the Personnel Rules of the Classified Service to revise sections regarding Military Leave and USERRA;
- Amend the Personnel Rules of the Classified Service to revise Rule VII, Section 5.3(2);
- Amend the Pay Plan for the Classified Service to create the classification Assistant Director-Engineering; and,
- Amend the Pay Plan for the Classified Service to revise the class title for the classification of Animal Control Officer and eliminate the classification of Humane Officer.

In addition to the Public Hearing, the Personnel Board will meet in executive session for consideration of matters deemed confidential pursuant to La. R.S. 42:17 to discuss personnel matters regarding physical or mental health of an employee in regards to a request to extend Leave without Pay. Interested parties may obtain information from the Personnel Department, and may attend the meeting.

John G. Dumas, MPA, SPHR, SHRM-SCP
Personnel Director

In accordance with provisions of the Americans with Disabilities Act of 1990 (ADA), Jefferson Parish will 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, submit your request to the ADA Coordinator at least 48 hours in advance of this meeting or as soon as possible. Advanced notice is required for ASL Certified Interpreters. Should you have any concerns, please contact ADA Coordinator, Office of Citizens Affairs, 1221 Elmwood Park Blvd., Suite 403, Jefferson, LA 70123 (504) 736-6094 or by email: ADA@jeffparish.net.

Any person, who believes he or she has been subject to unlawful discrimination by the Parish or any Parish officer or employee based on a past or current disability, or his or her association with a person with a disability, may submit the grievance, in writing, to the Parish's designated Americans with Disabilities Act (ADA) Coordinator, contact information above.