

**JEFFERSON PARISH, LOUISIANA
PERSONNEL BOARD**

MONTHLY MEETING, THURSDAY, SEPTEMBER 16, 2021 AT 1:00 P.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, Rule VI, and Rule IX to correct references in those rules;
 - B. A proposal to amend the Personnel Rules of the Classified Service to revise Rule IV, Section 5.9;
 - C. A proposal to amend the Personnel Rules of the Classified Service to revise Rule I, Section 13 and Section 72;
 - D. A request to cancel a list in accordance with Personnel Rule VI, Section 6.4;
 - E. A request to extend transient appointments in accordance with Personnel Rule VII, Section 5.3(2); and,
 - F. A proposal to amend the Rules of Appeal to revise Rule 19.

- 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 August 17, 2021.

- VI. Old Business:
 - A. Approval of the monthly report of July 2021.
 - B. Publishing meeting notices and agenda report – Ms. Wood.

- 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, October 19, 2021, 2:00 p.m. and Tuesday, November 23, 2021, 2:00 p.m. (tentative) meeting dates;
 - E. Miscellaneous/Unscheduled Matters;
 - F. Director's Report:
 - 1. Voluntary Leave Transfer Program
 - 2. Parish Council Resolution

- VIII. Adjournment for Review of Appeals

**JEFFERSON PARISH, LOUISIANA
PERSONNEL BOARD
CIVIL SERVICE APPEALS DOCKET
SEPTEMBER 16, 2021**

APPEALS ON HAND AND UNRESOLVED AS OF AUGUST 17, 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, scheduled for hearing before Fifth Circuit Court on September 9;
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, continued to April 21, order issued on June 16;
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 issued April 21, appealed to Board on May 6, Board to hear oral arguments on July 20, continued to August 17, order issued on August 18;
4. 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, continued to April 21, order issued on June 16, appealed to Board on July 6, order issued on July 22, received Emergency Appeal to Erroneous Ruling by Referee Nass on July 22, order pending Board signature;
5. 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;
6. Docket No. 2021-004, Hector Enrique' Maes vs. Department of Emergency Management; order issued on March 11, appealed to Fifth Circuit Court on April 8;
7. Docket No. 2021-005, Christopher Fernandez vs. Department of Public Works-Sewerage; scheduled for hearing on May 26, hearing continued to June 28, hearing continued to August 31 and September 1, hearing continued to September 28 and 29;
8. Docket No. 2021-008, John McClain Jr. vs. Department of Public Works-Drainage; scheduled for hearing on August 3, hearing continued to September 14;
9. Docket No. 2021-009, Bradley M. Wax vs. Department of Inspection & Code Enforcement; order pending Board signature, order issued on July 21, appealed to Board for Reconsideration on August 4, order pending Board signature;
10. Docket No. 2021-010, Jerome Davis Jr. vs. Department of Public Works-Drainage; scheduled for hearing on August 24, hearing continued to October 28 and 29;
11. Docket No. 2021-011, Kyle Kratzberg vs. Department of Parks and Recreation-Lafreniere Park; scheduled for hearing on September 14;
12. Docket No. 2021-012, Miles Jenkins, Sr. vs. Department of Public Works-Drainage; scheduled for hearing on September 21.

APPEALS RECEIVED SUBSEQUENT TO AUGUST 17, 2021:



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JEFFERSON PARISH

Department of Personnel

September 9, 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, SEPTEMBER 16, 2021 – 1:00 P.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, Rule VI, and Rule IX to correct references in those rules;
- Amend the Personnel Rules of the Classified Service to revise Rule IV, Section 5.9;
- Amend the Personnel Rules of the Classified Service to revise Rule I, Section 13 and Section 72;
- Request to cancel a list in accordance with Personnel Rule VI, Section 6.4;
- Extend Transient Appointments in accordance with Personnel Rule VII, Section 5.3(2); and,
- Amend the Rules of Appeal to revise Rule 19.

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.