

**JEFFERSON PARISH, LOUISIANA
PERSONNEL BOARD**

A regular meeting of the Jefferson Parish Personnel Board was held on Tuesday, January 26, 2021 beginning at 2:00 P.M. in Room 204 of the Joseph Yenni Building, Jefferson, Louisiana. Present were Board Chair Rufus C. Harris III, Board Member Michael Fantaci, Board Member Daniel Martiny, Personnel Director John Dumas, Assistant Director-Personnel Lauren Call, and Personnel Board Special Assistants Ted Nass and Kim Nguyen.

Under Employee Appeals:

- A. (None)

Under Public Comment Period:

- A. (None)

Under Public Hearing:

- A. Approved a proposal to amend the Personnel Rules of the Classified Service to revise Rule II;
- B. Approved a proposal to amend the Rules of Appeal to revise sections regarding appeals of the Referee's decision to the Board;
- C. Deferred a proposal to amend the Personnel Rules of the Classified Service to revise sections regarding Military Leave and USERRA;
- D. Approved a proposal to amend the Pay Plan for the Classified Service to create the new classification Purchasing Coordinator; and,
- E. Approved a proposal to amend the Pay Plan for the Classified Service to revise the class title for the classification Landfill Engineer.

Under 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 and to discuss allegations of misconduct in regards to Rule XV of the Personnel Rules of the Classified Service. A waiver was not received to discuss personnel matters regarding character, professional competence, or physical or mental health of an employee in regards to Rule XV. Therefore that item was canceled for executive session and was discussed under Section VII, Item A. Regarding the allegations of misconduct, the employee signed a waiver electing to have the discussion in executive session. After discussion, the Board adjourned from executive session unanimously deciding to issue the employee a written warning for violating Rule XV of the Personnel Rules of the Classified Service.

Under Approval of the Minutes:

- A. Approved the meeting minutes from the meeting of December 15, 2020.

Under Old Business:


- A. (None)

Under New Business:

- A. Under Requests for advanced or extended leaves of absence, the Board:
 - 1. Unanimously approved one (1) request for advanced or extended leave of absence.
- B. Under Requests for approval of employee status in positions reallocated under Rule III, 3.1 of the Personnel Rules, the Board:
 - 1. Unanimously approved three (3) request for approval of employee status in positions reallocated under Rule III, 3.1 of the Personnel Rules.
- C. Under Approval of the monthly report, the Board:
 - 1. Unanimously approved the monthly report for December 2020.
- D. Under Meeting(s)/Hearing(s) Dates, the Board:
 - 1. Unanimously approved meeting dates of Tuesday, February 23, 2021, 2:00 p.m. and Thursday, March 11, 2021, 9:00 a.m. (tentative) meeting dates.
- E. Under Miscellaneous/Unscheduled Matters:
 - 1. The Board unanimously approved a request to grant a discretionary pay raise for a Department of Fleet Management employee.
- F. Under Director's Report, the Director:
 - 1. Updated the Board on Personnel Department goals for 2021.

By vote of the Board, the meeting was adjourned for review of appeals.

Respectfully submitted,



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

Gretna, Louisiana

February 10, 2021

APPROVED:



RUFUS C. HARRIS III, BOARD CHAIR



MICHAEL FANTACI, MEMBER



DANIEL MARTINY, MEMBER

Personnel Board Meeting
January 26, 2021