

CITY OF THIBODAUX

CIVIL SERVICE DEPARTMENT

P. O. BOX 5418 • 112 ST. MARY STREET
THIBODAUX, LOUISIANA 70302
OFFICE: (985) 446-7233 • FAX: (985) 493-8762
Email: civilservice@ci.thibodaux.la.us
WEBSITE: ci.thibodaux.la.us

J. KELLY CHIGHIZOLA
DIRECTOR

CARLIS RAGAS
SECRETARY

AGENDA

CIVIL SERVICE BOARD MEETING

Tuesday, May 13, 2025 at 4:30 p.m.

COUNCIL CHAMBERS, CITY HALL, 310 W. 2ND ST., THIBODAUX, LA

1. Call to Order

2. Pledge of Allegiance

3. Silent Prayer

4. Roll Call

5. Reading and Approval of the Minutes of the Special Meeting from October 30, 2024.

I. NEW BUSINESS

A. Request a date change to the City's Holiday Schedule to adjust the Juneteenth Holiday to **June 19th** this year and all future years.

B. Create the position **Assistant Information Technology (IT) Director** to be added to the Classification Plan pay grade Class II.

C. Create the position **Assistant Civil Service Director** to be added to the Classification Plan pay grade Class I.

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- D. Consider updating Rule VIII, Annual and Other Leave of Absence, Section 1.2 (b), to include Federal, State and Local Government rules defining exempt employees' regulations and place the rule in compliance with the Federal Labor Standards Act (FLSA).
- E. Consider implementing a new rule to **Civil Service Rule IV, Uniform Plan of Salary, Section 8.7, Structured Pay Raise**, to address Public Work's Employee Certification Program.

II. DIRECTOR REPORT

- A. Update on status of the Civil Service Department



J. KELLY CHIGHIZOLA
CIVIL SERVICE DIRECTOR
CITY OF THIBODAUX