

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

Official Minutes for CS Board Meeting

AGENDA

CIVIL SERVICE BOARD MEETING

Tuesday, March 14, 2023 at 4:30 p.m.

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

1. Call to Order

2. Pledge of Allegiance- Mr. Jeremy Robichaux

3. Silent Prayer

4. Roll Call **Mr. Greg Cook -Present** **Mr. Todd Magee-Present**
 Mr. Jeremy Robichaux- Present **Mr. Lance Ledet-Absent**
 Mr. Terry Evans- Present

6. Reading and Approval of the Minutes of the Meeting of September 13, 2022

Motion to dispense with the reading of the minutes and accept as official minutes.

Motion made by Mr. Evans, second by Mr. Magee, motion passed 4-0.

I. NEW BUSINESS

A. Election of C.S. Board Chairman

Motion to nominate Mr. Magee by Mr. Robichaux, second by Mr. Cook.

Board voted 4-0 to elect Mr. Magee as Board Chairman.

B. Election of C.S. Board Vice Chairman

Motion to nominate Mr. Robichaux by Mr. Evans, second by Mr. Magee.

Board voted 4-0 to elect Mr. Zeringue as Board Vice Chairman.

C. Consider recommendation by the Administration to adopt Juneteenth as a City Holiday to be recognized on June 19th of each year.

Motion by Mr. Robichaux and second by Mr. Evans to adopt Juneteenth as a City Holiday. Motion passed with 4-0 vote by Board Members.

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

- D. Consider adopting the title “Assistant Finance Director” and job description into the classification plan in pay grade 621 after review by the Finance Director and Civil Service Director as part of the job evaluation team.**

Motion by Mr. Cook and second by Mr. Robichaux to adopt the Assistant Finance Director position into the classification plan. Board voted 4-0.

- E. Consider adopting the title “Assistant Public Works Director-Field Operations” and job description into the classification plan in pay grade 622 after review by Human Resource Director, Public Works Director and Civil Service Director as part of job evaluation team (JET).**

Motion by Mr. Evans and second by Mr. Magee to accept Assistant Public Works Director- Field Operations into the classification plan. Board voted 4-0.

- F. Consider adopting the title “Assistant Public Works Director-Admin” and job description into the classification plan in pay grade 618 after review by Human Resource Director, Public Works Director and Civil Service Director as part of job evaluation team (JET).**

Motion by Mr. Robichaux and second by Mr. Evans to accept Assistant Public Works Director-Admin into the classification plan. Board voted 4-0.

II. DIRECTOR REPORT

Update Board on Civil Service matters.

- (1) Withdrawal of appeal request by Mr. Paul Thibodeaux.
- (2) Adoption of the Police Officer Pay Plan administered in January 2023.
- (3) City’s wage study meeting with Gallagher.



J. KELLY CHIGHIZOLA
CIVIL SERVICE DIRECTOR
CITY OF THIBODAUX