

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

AGENDA

CIVIL SERVICE BOARD MEETING

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

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

1. Call to Order Meeting called to order by Mr. Robichaux

2. Pledge of Allegiance- Mr. Lance Ledet

3. Silent Prayer

4. Roll Call

Mr. Terry Evans – Present
Mr. Greg Cook – Present
Mr. Lance Ledet - Present

Mr. Jeremy Robichaux – Present
Mr. Todd Magee - Absent

5. Reading and Approval of the Minutes of the Meeting from July 11, 2023

Motion and second to dispense with the reading of the minutes by Mr. Evans and Mr. Cook.

Speakers at the Meeting:

Attorney C. Theodore Alpaugh III, Beau Brooks, City Attorney; Mayor Kevin Clement.

I. NEW BUSINESS

A. Consider adopting Water Plant Operator II, in Pay Grade 617, in the Classification Plan and the Uniform Plan of Salary Ranges. The minimum pay rate is \$18.38, midpoint \$ 24.08 and maximum \$ 29.78.

Explanation of the purpose of reinstating this position, to fall between Water Plant Operator I and Lead Water Plant Operator. Motion by Mr. Robichaux and second by Mr. Ledet, Board voted 4-0, motion passed.

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- B. Consider adopting Water Plant Intern-Part Time in Pay Grade 610, in the Classification Plan and the Uniform Plan of Salary Ranges. The minimum pay rate is \$ 11.44, midpoint \$ 14.92, and maximum \$ 18.40.**

Discussion and explanation about creating this position for college students to work as interns at water plant. Motion and second by Mr. Evans and Mr. Cook, Board voted 4-0, motion passed.

- C. Consider removing the five (5) consecutive day requirement of classified employees who handles payment and/or cash. This would eliminate all City Department employees from being required to take five (5) consecutive days of annual leave each year.**

Explanation and discussion about history of this requirement, and how it is no longer needed, becoming an antiquated procedure that requires employees to take a full five (5) day of annual leave off at a time.

Motion by Mr. Robichaux, second by Mr. Cook, Board voted 4-0, motion passed to remove requirements from Rule VIII.

- D. Request to the Civil Service Board to extend the seventy five (75) day investigative and hearing period for “good cause” in accordance to the Police Officer Bill of Rights to grant an additional sixty (60) days to complete Internal Affairs Investigation Case #08-2023-001 and #10-2023-001-008.**

Explanation of purpose to request an extension due to the fact that Chief Zeringue is currently out on medical leave and not sure when he will return.

Attorney representing the eight police employees, Mr. C. Theodore Alpaugh III, request the Board to not grant the continuance based on the possibility of a burden being placed on police officer employees by not finalizing the investigation by the end of the 75 days.

Mayor Clement stated that he takes the side of the police officer that he does not want to put any undue burden on them.

The City Attorney explained that it was not a good idea to make a rule change for one situation.

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II. DIRECTOR REPORT

Civil Service Director reported that the Human Resource Director is working with together with Civil Service by providing Salary.com with the City's pay plan information to create a new pay plan for the City of Thibodaux.



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