



CIVIL SERVICE DEPARTMENT

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J.KELLY CHIGHIZOLA

DIRECTOR

EMILY FORET

ASSISTANT DIRECTOR

MEETING FORM

CIVIL SERVICE BOARD MEETING

Tuesday, August 25, 2026 at 4:30 PM

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

1. Call to Order
2. Pledge of Allegiance
3. Silent Prayer

4. Roll Call	<i>Trey Clark</i>	<i>PRESENT</i>	<i>ABSENT</i>
	<i>Donald Kasten</i>	<i>PRESENT</i>	<i>ABSENT</i>
	<i>Greg Cook</i>	<i>PRESENT</i>	<i>ABSENT</i>
	<i>Lance Ledet</i>	<i>PRESENT</i>	<i>ABSENT</i>

Attendees: Mayor Kevin Clement, Civil Service Director J. Kelly Chighizola, and Assistant Civil Service Director Emily Foret.

5. Reading and Approval of the Minutes of the Meeting from September 9, 2025. Dispensed with the reading of the meeting minutes.

Motion: Lance Ledet

Second: Donald Kasten

VOTE

<i>Trey Clark</i>	<i>YES</i>	<i>NO</i>
<i>Donald Kasten</i>	<i>YES</i>	<i>NO</i>
<i>Greg Cook</i>	<i>YES</i>	<i>NO</i>
<i>Lance Ledet</i>	<i>YES</i>	<i>NO</i>
<i>That item PASSES</i>	<i>3</i>	<i>0</i>

I. NEW BUSINESS

- A. Consider the recommendation from Baker Tilly US, LLP to adjust the 2027 Uniform Plan of Salary Ranges by 2% provided in the annual 2026 market study.

The Civil Service Director explained the purpose of the annual review of the Uniform Plan of Salary Ranges and how it would be applied to the 2027 Uniform Plan of Salary Ranges by adjusting the minimum, midpoint, and maximum pay rates.

Motion: Lance Ledet

Second: Trey Clark

VOTE		
<i>Trey Clark</i>	<i>YES</i>	<i>NO</i>
<i>Donald Kasten</i>	<i>YES</i>	<i>NO</i>
<i>Greg Cook</i>	<i>YES</i>	<i>NO</i>
<i>Lance Ledet</i>	<i>YES</i>	<i>NO</i>
<i>That item PASSES</i>	<i>3</i>	<i>0</i>

II. DIRECTOR REPORT

The Civil Service Director explained each item to the Civil Service Board Members.

- A. Leave Report for Civil Service Director
- B. Lafourche Parish Re-entry Program
- C. New CS Rules and Employee Handbook
- D. Political Activity Letter
- E. Board Member from Lafourche Bar Association

Meeting adjourned at **4:40 PM**



J. KELLY CHICHIZOLA
CIVIL SERVICE DIRECTOR
CITY OF THIBODAUX