

MUNICIPAL POLICE OFFICERS’ SUPPLEMENTAL PAY BOARD MEETING MINUTES

February 8, 2023

A regular meeting of the Municipal Police Officers Supplemental Pay Board of Review, February 8, 2023 at Louisiana Department of Public Safety, Management and Finance Office, Chief Layrisson called the meeting to order.

ROLL CALL

The following members and staff present:

Board Members

- Chief Bry Layrisson, Chairman (LA Assoc. of Chiefs of Police)
- Capt. Jonas Martin (DPS)
- Ternisa Hutchinson (DOA)
- James E. LeBlanc (Justice of the Peace and Constables Assoc.)
- Rebekah Taylor Hill (Council on Peace Officer Standards and Training)
- Jim Craft (Louisiana Commission on Law Enforcement (LCLE)
- Adrienne T. Bordelon (Office of state Examiner of Municipal Fire and Police Civil Service)
- Mayor David Toups (Louisiana Municipal Clerks Institute)

Staff

- Natalya Besse
- Candy Diez
- Susanne Tessier
- Sherlyn D. Shumpert, Esq.

Visitor

- Lavon Johnson (Office of state Examiner of Municipal Fire and Police Civil Service)

APPROVAL OF MINUTES

Mayor Toups made a motion to approve minutes from last meeting with corrections of misspelled names.

Ternisa Hutchinson seconded the motion and the motion passed.

APPEALS

None.

OLD BUSINESS

None.

NEW DEPARTMENTS

None.

NEW BUSINESS

Alexandria Police Department - Craig R. Mickel, Sergeant

After termination on 11/17/2020 there was no Civil Service statement received regarding settlement and reinstatement of the officer. Chief Layrisson made a motion to defer the decision, giving the staff time to obtain the clarification for the settlement, back pay dates and how much municipality paid Sgt. Mickel.

Capt. Jonas Martin seconded, and the motion passed.

Baton Rouge City Court Probation - Charles A. Brock, Jr., Probation Officer

Joseph C. Dyson, Probation Officer

Melanie C. Frazier, Probation Officer

Mayor Toups made a motion to defer the discussion to the next meeting per the department's request. Jim Craft seconded the motion and the motion passed.

Church Point Police Department - Mark Regan, Police Officer

Ternisa Hutchinson made a motion to approve new effective date October 4, 2022. Jim Craft seconded the motion and the motion passed.

Grand Isle Police Department - Keith A. Besson, Police Officer

Jim Craft made a motion to approve application with effective date 4/27/2019. Ternisa Hutchinson seconded it and the motion passed.

New Iberia Police Department - Jacob J. Green, Transportation Officer

Adrienne T. Bordelon referred to a similar case at the November board meeting, when the application was approved based on the officer meeting the qualifications under title of transportation officer. Chief Layrisson made a motion to approve the application. Jim Craft seconded the motion and the motion passed.

Springhill Police Department - Julian C. Dilorenzo, Police Officer

Rebekah Taylor Hill referred to POST RS 40:2402, "Peace officer" shall also include military police officers within the Military Department, state of Louisiana.

Jim Craft made a motion to approve the application that includes military service with effective date, going back to 7/12/21.

Mayor Toups seconded the motion and the motion passed.

St. Landry Parish Government - Spencer S. Cornette, Parish Investigator

Rebekah Taylor Hill stated that because it is specific to Animal Control officers, POST needs be informed where the commission is coming from. In the notes of Spencer S. Cornette's application, it says that commission is coming from St. Landry Parish Sheriff's Office with limited arrest authority to work for animal control. The supplemental pay eligibility comes from Sheriff's office.

Capt. Jonas Martin made a motion to recommend the applicant to submit his application to Sheriff's office.

Jim Craft seconded the motion and the motion passed.

Sulphur Police Department - Tiffany L. Lanthier, Police Officer

Need to approve a different effective date, according to the corrected PAF submitted to the office. New effective date is 9/13/2022. The application was previously approved.

Mayor Toups made a motion to approve application with the new effective date.

Jim Craft seconded the motion and the motion passed.

Winnfield Police Department - Zillah J. Moody, Police Officer

Adrienne T. Bordelon said, per PAF, the applicant was on a provisional appointment, and because the status of the employment does not matter as long it is a full time employment for full 12 months, the effective date should be 6/9/2021.

Capt. Jonas Martin made a motion to accept the application with effective date 6/9/2021.

Jim Craft seconded the motion and the motion passed.

Winnsboro Police Department - Barbara Carroll, Police Officer

Jim Craft made a motion to approve application with effective date 8/15/2022. Capt. Jonas Martin seconded it and the motion passed.

Rebekah Taylor Hill addressed an email from Amite City PD who submitted their employee's resignation on November 16. The termination date was not entered until the next month, and municipality was billed for overpayment. Natalya Besse advised of the administrative rule to bill municipalities for overpayments.

Mayor Toups addressed overpayment invoice town of Addis received from Supplemental Pay. The termination date was noted on three consecutive warrants. Since the overpayment was not the municipality fault, Mayor Toups objected the requirement for the municipality to pay for the overpayment.

Chief Layrisson said he, the board, cannot give administrative direction to the staff and referred to Capt. Martin on this issue. The collection of Accounts Receivables needs to go up the chain of command, to Lt. Colonel.

Capt. Martin said that this issue is an administrative matter; he will discuss the administrative procedures to see how to improve processes.

Jim Craft requested a total number of recipients for the last 10 years, broken down by each year. Ternisa Hutchinson provided guidance on how to compile this data. Natalya Besse will email this information to Jim Craft.

ADMINISTRATIVE AUTHORITY TO APPROVE APPLICATIONS

Chief Layrisson suggested that all routinely approved applications need to be approved by the supplemental pay office as they come in. The board will only approve questionable applications.

Natalya Besse advised that the supplemental pay office is updating internal procedures. All routinely approved applications will be entered into the system in the order they were received. They will be presented in the next regular board meeting for approval.

The board discussed back pay for late application submission. Adrienne T. Bordelon recommended during administrative rules update to include clause that establishes a limit for how far back the board will approve back pay.

Chief Layrisson voiced a concern that there will be a lot of eligible police officers not receiving full pay, if the board puts a cap on how far back payment can be made. In many cases, this is the administrative error, not submitting the applications on time.

Mayor Toups asked for an option for payments to go municipalities, who will distribute it to their employees - supplemental pay recipients. Chief Layrisson said that the current statute language allows the board by motion to change payment from individuals to municipalities.

SuMPay MODERNIZATION PROJECT UPDATES

Natalya Besse provided update on the modernization project.

PRESENTATION OF MOST RECENT BUDGET PROJECTIONS:

Natalya Besse presenting current budget figures.

NEW APPLICATIONS SUBMITTED FOR APPROVAL

After some discussion, Chief Layrisson made a motion to approve 153 new applications for \$407,136.00. Ternisa Hutchinson seconded the motion and the motion passed.

NEW ACT 110 MONEY APPROVAL

Capt. Jonas Martin made a motion to approve ACT 110 payment for 16 applications for \$407,136.00. Mayor Toups seconded it and the motion passed.

SET TIME & DATE OF NEXT MEETING

May 10, 2023 @ 10:00 a.m.

ADJOURN:

Chief Layrisson made a motion to adjourn.
Capt. Jonas Martin second the motion and the motion passed.