



**MINUTES
DEPUTY SHERIFFS' SUPPLEMENTAL PAY BOARD
MEETING OF January 28, 2025**

The items listed on the Agenda are incorporated and considered to be a part of the minutes herein.

Chair Lindsay Schexnayder called the meeting to order. Then Hunter Pax called the roll.

MEMBERS PRESENT:

Ternisa Hutchinson, as designee for the Commissioner of Administration
Gary Bennett, as designee for Louisiana Sheriffs' Association
Lindsay Schexnayder, as designee for the State Treasurer

OTHER PERSONS PRESENT:

Mary Kathryn Drago, Fiscal Control Assistant Director for the State Treasurer's Office
Bridget Theriot, Fiscal Analyst for the State Treasurer's Office
Nicholas Boudreaux, Fiscal Manager for the State Treasurer's Office
Hunter Pax, Fiscal Analyst for the State Treasurer's Office

Mr. Bennett moved approval of the minutes for the October 31, 2024, meeting, seconded by Ms. Hutchinson, and without objection, the minutes were approved.

Item 3a – Mr. Pax discussed the Determination of Eligibility-Prior Year Back Pay for the following deputy:

No.	Parish	Deputy	Amount	Dates
1	Orleans	Phipps, Silas	\$5,597.20	9/21/2023-6/30/2024
		TOTAL	\$5,597.20	

After review, per the Deputy Sheriffs' Supplemental Pay manual, the extent of state obligation is one year from the initial submission. Mr. Bennett moved approval, seconded by Ms. Hutchinson that Mr. Pax as Support Staff of the Deputy Sheriffs' Supplemental Pay Board would request payment for the deputy submitted with a change in effective date of December 1, 2023 in the total amount of \$4,200 due to deputy being added on the December 2024 reconciliation submission.

Item 4 – Ms. Theriot presented emails from the Ascension Sheriff's Office Accounting Specialist and Chief Financial Officer who had concerns regarding the calculation of partial payments when adding a deputy who has transferred from one parish Sheriff's Office to another with no breaks. Per Deputy Sheriffs' Supplemental Pay Manual, partial payments are calculated as days worked multiplied by the daily rate of \$19.72. Because this is an average rate due to the number of days in a month, using only this method for a deputy in a month of 31 days would calculate as \$611.32, which is not allowed by the statute RS 40:1667.1 as the supplemental payment for a deputy should not exceed \$600 per month. A sheriff's office adding the transferring deputy must adjust the amount of \$600, less the amount of supplemental pay that the deputy received from the previous entity in a particular month. Ms. Schexnayder moved approval, seconded by Ms. Hutchinson that a revision to the Deputy Sheriffs' Supplemental Pay manual is needed to clarify and reference per RS 40:1667.1 that the supplemental payment for a deputy should not exceed \$600 per month.



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AT CONCLUSION OF MINUTES:

Ms. Schexnayder moved to adjourn, seconded by Ms. Hutchinson, and without objection, the meeting was adjourned.