

MINUTES OF THE MEETING OF THE
CADDO PARISH COMMISSION'S
PERSONNEL, POLICIES & PROCEDURES COMMITTEE
HELD ON THE 6th DAY OF FEBRUARY, 2023

The Caddo Parish Personnel, Policies, & Procedures Committee met in legal session on the above date, at 1:55 p.m., in the Government Plaza First Floor Conference Room, with Mr. Lazarus, presiding, and the following members in attendance, constituting a quorum: Commissioners Atkins, Burrell, Epperson, Jackson, Lazarus and Young (6). ABSENT: Commissioners Gage-Watts, and Johnson (2).

The invocation was given by Mr. Lazarus, and Mr. Epperson led the Commission in the Pledge of Allegiance.

AGENDA ADDITIONS

- *Review and make recommendations regarding decorum with media personnel and meetings with constituents and process for Commissioners doing interviews with media*

The Chair opened the floor for anyone to speak in favor or opposition to the agenda addition. There being no one to speak in favor or against the agenda addition, the Chair closed the public hearing.

At this time, the agenda addition was added to the agenda by acclamation.

NEW BUSINESS

- *Review and make recommendations regarding By-Law amendment to include procedures for selection and voting for Interim Commissioners*

It was **moved by Mr. Jackson**, seconded by Mr. Atkins, *that the Commission Clerk and the Parish Attorney to draft a process for the selection and voting for Interim Commissioners to be brought back to the Personnel Policies & Procedures Committee.* Motion carried by acclamation.

Mr. Hopkins enquired that voting yes or no and the compatibility of voting with the new voting system be reviewed and suggested that voice vote be used instead of the new system. The Clerk addressed the new voting system's voting capability. Mr. Young suggested abstaining from some votes.

- *Review and make recommendations regarding By-Law amendment to include procedures for voting for Commission Officers*

It was moved by Mr. Epperson, seconded by Mr. Burrell *that the process for electing Commission Officers be made by person's stating their will to run, at the appropriate time a motion and a second be made for the Commission to vote for each position that is open, with the Commission Clerk and the Parish Attorney's recommendation.* Motion carried unanimously.

It was discussed that the process to amending the Caddo Parish Commission's By-Laws require a resolution which lays over two times and requires a two-thirds vote. Mr. Hopkins suggested creating an annual nominating committee for the future Commission Officers that would include the past president, or the past two presidents and the current president.

- *Review and make recommendations regarding Resolution No. 5 of 2023*

Mr. Atkins suggested tabling the resolution to a later time. Mr. Young suggested that decorum be defined and discussed legal concerns regarding decorum enforcement. Mr. Hopkins suggested placing a request to speak to Commissioners card for any citizen to request to speak with a Commissioner before or after a meeting.

It was moved by Mr. Jackson, seconded by Mr. Burrell, *that Resolution No. 5 of 2023 be forwarded to the Parish Attorney and Commission Clerk to include recommendations from the Committee.*
Motion carried by acclamation.

- *Review and make recommendations regarding decorum with media personnel and meetings with constituents and process for Commissioners doing interviews with media*

Mr. Epperson suggested that Communications Manager, Ms. Krystle Beacham, set up meetings with media and the Commission, and for citizens to schedule a meeting with their Commission by request.

There being no further business to come before the Commission, the meeting adjourned at 2:50 p.m.

/s/ Linda J. Montgomery _____
Linda J. Montgomery
Administrative Specialist