



# *St. Bernard Parish Council*

8201 West Judge Perez Drive    Chalmette, Louisiana, 70043  
(504) 278-4228    Fax (504) 278-4209  
[www.sbpq.net](http://www.sbpq.net)

**#19**

**Fred Everhardt, Jr.**  
*Councilmember  
at Large*

**Gillis McCloskey**  
*Councilmember  
at Large*

**Patrice Cusimano**  
*Councilmember  
District A*

**Joshua "Josh" Moran**  
*Councilmember  
District B*

**Cindi Meyer**  
*Councilmember  
District C*

**Ryan Randall**  
*Councilmember  
District D*

**Amanda Mones**  
*Councilmember  
District E*

**Roxanne Adams**  
*Clerk of Council*

EXTRACT OF THE OFFICIAL PROCEEDINGS OF THE COUNCIL OF THE PARISH OF ST. BERNARD, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD IN THE COUNCIL CHAMBERS OF THE ST. BERNARD PARISH GOVERNMENT COMPLEX, 8201 WEST JUDGE PEREZ DRIVE, CHALMETTE, LOUISIANA ON TUESDAY, AUGUST 20, 2024 AT THREE O'CLOCK P.M.

On motion of Mrs. Mones, seconded by Mr. Moran, it was moved to **adopt** the following ordinance:

## **ORDINANCE SBPC #2594-08-24**

### **Summary No. 4196**

Introduced by: Administration on 8/6/24  
Public Hearing held on 8/20/24

AN ORDINANCE TO **AMEND** CHAPTER 17 – PERSONNEL; ARTICLE III – CLASSIFICATION AND PAYMENT; DIVISION 2 – PAY PLAN; SECTION 17-75 – APPLICABILITY OF THE ST. BERNARD PARISH CODE OF ORDINANCES.

THE ST. BERNARD PARISH COUNCIL DOES HEREBY ORDAIN:

**SECTION 1.** The St. Bernard Parish Council does hereby amend Chapter 17 – Personnel; Article III – Classification and Payment; Division 2 – Pay Plan; Section 17-75 – Applicability of the St. Bernard Parish Code of Ordinances as attached as Exhibit "A".

**SECTION 2.** Effective Date. This Ordinance shall become effective immediately upon authorizing signature by the Parish President. In the event of a presidential veto, this Ordinance shall become effective upon a two-thirds favorable vote of the total membership of the Council pursuant to Sections 2-11 and 2-13 of the St. Bernard Parish Home Rule Charter.

**SECTION 3.** Severability. If any section, clause, paragraph, provision or portion of this ordinance shall be held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, paragraph, provision or portion of this ordinance, the St. Bernard Parish Council hereby expressing and declaring that it would have adopted the remaining portion of this ordinance with the invalid portions omitted.



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Extract #19, continued  
August 20, 2024

The above and foregoing having been submitted to a vote, the vote thereupon resulted as follows:

**YEAS:** Cusimano, Moran, Meyer, Randall, Mones, McCloskey

**NAYS:** None

**ABSENT:** None

The Council Chair, Mr. Everhardt, cast his vote as **YEA**.

And the motion was declared **adopted** on the 20<sup>th</sup> day of August, 2024.

  
ROXANNE ADAMS  
CLERK OF COUNCIL

  
FRED EVERHARDT JR.  
COUNCIL CHAIR

Delivered to the Parish President 8/22/2024 9:56 am  
Date and Time

Received by Kathie Trind

Approved ✓

Vetoed \_\_\_\_\_

Parish President

  
Louis Pomes

Returned to Clerk of the Council

8/27/24 9:00 am  
Date and Time

Received by Louisa Salvo

**EXHIBIT "A"**  
**SUMMARY NO. 4196**  
**ORDINANCE SBPC #2594-08-24**

**Chapter 17 - Personnel**  
**Article III – Classification and Payment**  
**Division 2 – Pay Plan**  
**Section 17-75 – Applicability**

**Sec. 17-75. Applicability.**

- (a) The pay of all positions in the classified service shall be determined in accordance with the pay plan in effect and in accordance with these rules, regardless of any provisions or appropriations for any different salary rate or mode of payment for any position. No person employed in a classified position shall be paid at less than the minimum rate or more than the maximum rate provided for his class of positions, except as specifically permitted elsewhere in this article, or as specifically provided in the pay plan. Subject to approval from the chief administrative officer and the director of human resources and certification of the availability of funds the finance director, the appointing authority may set the salary of a new hire from a rate in-between the minimum salary range (Step 1 of a class) and Step 15 of the same class based upon the candidate's relevant job experience.
- (b) All appointments in the classified service shall be made at the minimum rate or such other starting rate specifically authorized by the appointing authority up to Step 15 of the designated class appointed except that:
  - (1) a. When an employee is changed from one (1) class of work to another having a higher pay range, whether by promotion, appointment or by reallocation, on the date of the change, his pay shall be the higher of either (i) a lateral transfer at the same step under the new class of work as he was prior to the promotion, appointment or reallocation, or (ii) a three-step increase above the nearest higher new pay step on the date of change, however if said three-step increase is more than three(3) percent of his/her current salary, the starting pay shall be set at the minimum salary for the new pay class. All of the foregoing shall be subject to availability of funds.
  - b. When an employee is changed by promotion to an existing upper managerial/supervisory position, and has fifteen (15) years or more of service in the area of promotion, appointment, or by reallocation, and has met all of the job requirements/certifications, he/she may be promoted "up to" Step 15 of the job paygrade with approval of the department director, personnel director, and the chief administrative officer. This provision shall not be utilized as a merit pay increase.
- (2) When an employee is changed from one (1) class of work to another having the same pay range, he shall retain his present pay rate, subject to upward or downward adjustment by separate and specific appropriate action;
- (3) When an employee is changed from one (1) class of work to another having a lower pay range, he/she shall be paid at the same step for the lower classification or up to the maximum rate for the lower class, whichever is lesser, subject to downward adjustment by separate and specific appropriate action;
- (4) When a former employee is reinstated or reemployed, he shall be paid at his former pay rate if it is within the same classification and within the appropriate current pay range.
- (c) Whenever existing occupied positions, not previously within the classified service, are brought within the service, the salaries of incumbent employees shall be determined as follows:
  - (1) Any employee whose rate of pay is below the minimum rate established for the appropriate class of work shall have his pay increased to the minimum rate.
  - (2) Any employee whose rate of pay exceeds the maximum rate established for the appropriate class of work shall not be required to suffer a salary reduction, but shall be redlined.

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- (d) Whenever part-time service is rendered, the appropriate pay rate shall be determined in accordance with the basic weekly hours set for the classes of work involved and by reference to the table of hourly equivalents which is a part of the pay plan.
- (e) Whenever the pay plan is amended to set a higher pay range for any class or classes of work, with the express approval of the personnel board, additional "across the board" pay increases may be granted to employees occupying positions in the class or classes affected to such extent as the personnel board may think desirable in order to maintain an equitable balance between employees provided, however, that under no condition may an employee's salary be advanced beyond the maximum rate of pay fixed for his class of work, except in the case of a cost of living adjustment granted by the personnel board.