



**JACKSON PARISH POLICE JURY**  
Jackson Parish Police Jury Administrative Building  
160 Industrial Drive  
Jonesboro, Louisiana 71251-3446  
Phone: (318) 259-2361  
[www.jacksonparishpolicejury.org](http://www.jacksonparishpolicejury.org)

**June 27, 2022 Policy & Personnel Committee**

**MEMBERS**

**District 1**  
TODD CULPEPPER  
P. O. Box 323  
Quitman, LA. 71268  
(318) 259-4184 (Work)  
(318) 243-1084

**District 2**  
LEWIS CHATHAM  
1575 Mariah Road  
Chatham, LA. 71226  
(318) 235-0254

**District 3**  
AMY C. MAGEE  
2332 Walker Road  
Jonesboro, LA. 71251  
(318) 235-0002

**District 4**  
JOHN W MCCARTY  
2766 Hwy 155  
Quitman, LA 71268  
(318) 259-9694

**District 5**  
TARNESHALA COWANS  
598 Beech Springs Road  
Jonesboro, LA. 71251  
(318) 475-0893

**District 6**  
REGINA H. ROWE  
159 Hughes Rd.  
Jonesboro, LA 71251  
(318) 259-7923

**District 7**  
LYNN TREADWAY  
505 Fifth Street  
Jonesboro, LA 71251  
(318) 259-7673  
(318) 680-8510

**DATE: Monday, June 27, 2022**

**TIME: 5:00 PM**

**LOCATION: Nathaniel Zeno Jr. Meeting Room  
Jackson Parish Administrative Building  
160 Industrial Drive Jonesboro, LA 71251**

**AGENDA:**

**Call to Order**

**Invocation & Pledge of Allegiance**

**Public Comments**

**Agenda Items**

1. Motion to enter into Executive Session
2. Executive Session will be held pursuant to La. Rev. Stat. 42:16 and La. Rev. Stat. 42:17(A)(1) to discuss the character, professional competence, or physical or mental health of applicants for the position of Secretary-Treasurer of Jackson Parish Police Jury.
  - a. Secretary-Treasurer Candidate interviews will be conducted
  - b. No binding or final action will be taken
  - c. Discussion of the appointment of a candidate by the Police Jury will be held at a subsequent, open meeting.
3. End Executive Session

**Set Date & Time of Next Meeting**

**Adjourn**

**Committee:** Ms. Regina Rowe, **Chairman**  
Ms. Amy Magee  
Ms. Tarneshala Cowans

*Notice Posted: Friday, June 24, 2022, 4:00 PM*

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Brad Roller at (318) 259-5691 describing the assistance that is necessary.

**It is possible that a quorum of the Police Jury may be in attendance at the meeting, but no action of the Police Jury as a whole will be taken.**



# Jackson Parish Police Jury

## Job Interview Assessment

**Job Position:**

**Candidate:**

**Date:**

**Interview Panel:**

*Directions: Circle a score for each item below. Add up the total points for each column.*

	Excellent	Good	Fair	Needs Improvement	Poor
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1.)	General presence: dressed appropriately, eye contact, smile, says names, general demeanor and body language, thanks interviewers	4	3	2	1	0
2.)	Relevant educational background: training and certifications are relevant to the position	4	3	2	1	0
3.)	Relevant work experience: prior experience translates to work duties of the position	4	3	2	1	0
4.)	Related computer skills: appropriate hardware and software knowledge for the position	4	3	2	1	0
5.)	Takes initiative: has initiated and/or led change in a prior role, open to ideas	4	3	2	1	0
6.)	Cooperation and teamwork: experience working in teams, translating ideas into actions	4	3	2	1	0
7.)	Leadership qualities: has managerial experience and ability to lead a team towards a goal, not afraid to make touch decisions	4	3	2	1	0
8.)	Experience in Hazard Mitigation: experience with disaster recovery, first responders, GOHSEP	4	3	2	1	0
9.)	Administrative qualities: professional written communication skills, budget tracking, grant management, organization	4	3	2	1	0
10.)	Technical knowledge: knowledgeable about logistics, vendor negotiations, public bid law, OSHA safety training, work orders, schedules	4	3	2	1	0
11.)	Approach to work: logical, strategic, driven by planning and implementation	4	3	2	1	0
12.)	Availability: available to attend Jury meetings and perform as OEP Director during emergency events	4	3	2	1	0
13.)	Communication & Execution: able to translate operational activities to the Police Jury and execute authorized actions					
<b>TOTAL SCORE:</b>		<b>Total:</b>	<b>Total:</b>	<b>Total:</b>	<b>Total:</b>	<b>Total:</b>