



# PERSONNEL AND BENEFITS COMMITTEE

Lincoln Parish Police Jury

Tuesday, March 09, 2021 at 6:30 PM

Library Events Center | 910 North Trenton Street, Ruston, LA 71270

## AGENDA

In compliance with the Americans With Disabilities Act, individuals needing special accommodations during this meeting should notify the Lincoln Parish Police Jury at 318-513-6200 at least three working days before the meeting.

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### COMMITTEE MEMBERS

Joe Henderson, Chair; TJ Cranford, Logan Hunt, Milton Melton, Sharyon Mayfield

### Call to Order

### Invocation

### Approval of Agenda

### Announcements

1. Announcement of Vacancy - Sparta Groundwater Conservation District - 3 Year Term
2. Announcement of Vacancy - Library Board of Control - 5 year term (2 Positions: Debra Holiman, Vacancy; Sandra Dupree, Reappointment)

### Old Business

### New Business

3. Discuss and Take Action if Necessary, Updating Appointment Policy and Procedures

### Other Business

### Adjournment

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**MEMORANDUM**

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**TO:** LINCOLN PARISH POLICE JURY  
**FROM:** RICHARD I. DURRETT  
**SUBJECT:** SPARTA GROUNDWATER CONSERVATION DISTRICT  
**DATE:** MARCH 9, 2021

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I wish to resign from my position as the Lincoln Parish Police Jury representative on the Sparta Groundwater Conservation District effective this date. In accordance with the authorizing legislation I am recommending Ms. Annette Straughter to fill the remainder of my unexpired term.

I appreciate having had the opportunity to serve.



Richard I. Durrett  
President  
Lincoln Parish Police Jury

## **Lincoln Parish Police Jury Board and Commission Appointments**

### **Policies**

1. The purpose of this Policy is to provide uniform procedures for making appointments to various boards and commissions for which the Lincoln Parish Police Jury is responsible for such appointments as the governing authority of the Parish.
2. Citizen participation is encouraged. Candidates must meet all qualifications required by Parish Ordinance, Resolution, State Law and/or By-Laws of the Board or Commission to which they are appointed. Police Jurors may be appointed to serve on Boards or Commissions where such service is not prohibited.

### **Procedures**

1. Notice will be given of an upcoming board or commission vacancy at least 30 days before the expiration of the term.
2. The Board or Commission in which the vacancy occurs may provide appointee recommendations to the Committee; however, these recommendations are advisory in nature and the Committee will make the final recommendations to the Police Jury.
3. The Personnel Committee, or a sub-committee thereof, will schedule a meeting to review and recommend candidates for appointment to parish boards or commissions. In some cases, the Committee may interview interested candidates. The Committee will forward its recommendation to fill the board or commission vacancy to the full Police Jury for confirmation.
4. The Police Jury may accept or reject the recommendation of the Personnel Committee. If the Police Jury rejects the Committee's recommendation, they may nominate other candidates.
5. In cases where a board or commission member is recommended for reappointment, no prior notification is needed and the recommendation will go directly to the full Police Jury for a vote.