



MUNICIPAL POLICE EMPLOYEES’ CIVIL SERVICE BOARD

BRIAN J. BURKE
Chairman

RICHARD C. AINSWORTH
Vice-Chairman

JACK B. MCGUIRE
RICHARD C. JONES
JAMES CARLSON

MUNICIPAL EMPLOYEES’ CIVIL SERVICE BOARD

BRIAN J. BURKE
Chairman

RICHARD C. AINSWORTH
Vice-Chairman

JACK B. MCGUIRE
RICHARD C. JONES
JAMES CARLSON

MUNICIPAL POLICE EMPLOYEES’ CIVIL SERVICE BOARD MEETING MINUTES

| | |
|-----------|----------------------------------------------------------------------------------------------|
| DATE: | Tuesday, April 15, 2025 |
| TIME: | 5:00 PM |
| LOCATION: | Mandeville City Hall Council Chambers 3101 East Causeway Approach Mandeville, LA 70448 |

ATTENDANCE:

| | |
|----------------------------------|---------|
| Brian Burke, Chairman | Present |
| Richard Ainsworth, Vice-Chairman | Present |
| Jack McGuire | Present |
| Richard Jones | Present |
| James Carlson | Present |

ALSO PRESENT:

| | |
|-----------------|-----------------|
| David Greenwood | Asst. Chief MPD |
| Joanna Anderson | Board Secretary |
| Pamela Ulfers | HR Assistant |

Chairman Burke called the meeting to order at 5:02 PM and concluded that there was a quorum present; the agenda could be addressed.

Agenda Item 1: Approval of Minutes

Mr. Jones made a motion to approve and adopt the drafted minutes from March 18, 2025. Mr. Ainsworth seconded the motion. *There being no further questions or comments, the motion passed 5 – 0.*

Agenda Item 2: Consideration of the IT Manager job description update

Mr. Ainsworth made a motion to approve changes to the IT Manager job description. Dr. Carlson seconded the motion. *There being no further questions or comments, the motion passed 5 – 0.*

Agenda Item 3: Update on promotional tests

Discussion was held; no vote was taken.

With no further business, Dr. Carlson made a motion that the meeting be adjourned. The motion was seconded by Mr. Ainsworth. *There being no further questions or comments, the motion passed 5 – 0.* The meeting was adjourned at 5:42 PM.

Brian J. Burke, Chairman

Joanna Anderson, Secretary