Shreveport Police Department
Pre-disciplinary Conference Record

Employee's Name: Brent D. Mason Rank: Officer Bureau: Uniform Services

Alleged Violation(s): SPD 100.62 - Neglect of Duty, SPD 100.68 - Incompetence

Evidence: Administrative Investigation Employee's Statement: Recorded

Conference Findings & Personnel Action: Sustained - 5 Day Suspension w/o pay May 11 - 15 2001

Conference Certification: We, the undersigned, certify that the preceding account of this Conference, held on this 10 day of May, 2001 at 1312 Hours, to be true and correct:

Chief of Police: _____ Assistant City Attorney: [signature]

Assistant Chief: Herring City Personnel Analyst: Birdie Byrd

Employee's Supervisor: L. Dumelton Police Human Resources: Joy Bellard

Employee's Representative: _____

TO THE EMPLOYEE: **Local Civil Service Board policy and State Law Provides the following:**

You have fifteen (15) days after receipt of your personnel action documentation to file a written appeal, if applicable, with the Secretary of the Municipal Fire and Police Civil Service Board for a hearing and investigation by the Board to determine the reasonableness of the action. (Source: Local Municipal Fire & Police Civil Service Board policy.)

You have thirty (30) days, within which to file a written response to any adverse comment entered in your personnel file. Such written response shall be attached to and accompany the adverse comment. (Source: R.S. 40.2533.)

Affixing your signature and date below only signifies that you were present at this Conference and were advised of your appeal and adverse comment rights.

Employee's Signature: Ofc. B.D. Mason #341 Date: 5-10-2001