Shreveport
All-America City

Shreveport Police Department

1234 Texas Avenue
Shreveport, Louisiana 71101
web site: www.ci.shreveport.la.us/dept/police

SHREVEPORT POLICE

KEITH P. HIGHTOWER
MAYOR

F.M. "MIKE" CAMPBELL
CHIEF OF POLICE

March 01, 2005
Via Certified Mail

Corporal Brent Mason
108 Miriam Lane
Shreveport, LA 71106

Corporal Brent Mason,

This communication regards your Pre-disciplinary Conference held on February 17, 2005, reference to alleged violations of department rules and regulations occurring on November 02, 2004, and the action taken.

It was discovered on November 02, 2004, you had sent an e-mail to other Shreveport Police Officers while you were on duty, that were inappropriate and political in nature. Your actions in the above incident places you in violation of **SPD 403-05, IV, C, 3 - Computers, Laptop Computers, Mobile Data Computers, Electronic Mail, E-Mail, Computers, Use Of.**

On February 17, 2005, a Pre-disciplinary Conference was conducted by Chief of Police F. M. (Mike) Campbell, in reference to the above violation. As a result of the conference, he sustained the complaint reference to **SPD 403-05, IV, C, 3 - Computers, Laptop Computers, Mobile Data Computers, Electronic Mail, E-Mail, Computers, Use Of.**

Your conduct violated Municipal Fire and Police Civil Service Law and Departmental Rules and Regulations, specifically:

R.S. 33:2500 Corrective and Disciplinary Action for Maintaining Standards of Service.

(A) The tenure of persons who have been regularly and permanently inducted into positions of the classified service shall be during good behavior. However, the appointing authority may remove any employee from the service, or take such disciplinary action as the circumstances warrant in the manner provided below for any one of the following reasons:

(1) Unwillingness or failure to perform the duties of his position in a satisfactory manner.

Violation: It was discovered on November 02, 2004, you had sent an e-mail to other Shreveport Police Officers while you were on duty, that were inappropriate and political in nature. The contents of these e-mails were inappropriate and non police business.

SPD 403-05, IV, C, 4 - Computers, Laptop Computers, Mobile Data Computers, Electronic Mail, E-Mail,

Computers, Use of

4. *M.D.C.s have also been programmed to allow for communication of official police business between police vehicles and between field units and Central Communications. No vulgar, obscene, or derogatory messages, racially and/or sexually derogatory remarks shall be transmitted via the M.D.C., nor shall any private, non police business conversations be conducted between units through the M.D.C.*

Violation: It was discovered on November 02, 2004, you had sent an e-mail to other Shreveport Police Officers while you were on duty, that were inappropriate and political in nature. The contents of these e-mails were inappropriate and non police business.

Conduct required of employees of the Shreveport Police Department is quite clear in that you must perform to acceptable standards in accordance with all Municipal Fire and Police Civil Service Laws and Shreveport Police Department Rules & Regulations.

You were employed by the Shreveport Police Department on March 19, 1995, and have received the following discipline in the last seven years.

Date of Incident:	**Date of Action:**	**Type of Violation and Discipline:**
February 2000 & May 2000	May 11, 2001	SPD 100.68 - Incompetence; SPD 100.62 - Neglect of Duty; **5 Day fine.**
April 2001	August 27, 2001	SPD 301.01 - Absenteeism; **Letter of Reprimand.**
December 10, 2002 April 10, 2003	April 28, 2003	SPD 403-05, IV, C, 4 - Computers, Laptop Computers, Mobile Data Computers, Electronic Mail, E-Mail, Computers, Use of: **3 Day fine**

However, as a result of the stated violations, you are hereby **issued a three (3) Day fine,** as provided by Section 16 of Article X of the Louisiana Constitution of 1974 and revised statues 33:2471, et. Seq; particularly R. S. 33:2500, paragraph (A), sub-paragraph (1), or take such disciplinary action as the circumstances warrant.

You are hereby advised that in accordance with local Municipal Fire & Police Civil Service Board policy:

Any regular employee in the classified service who feels that he has been discharged or subjected to any corrective or disciplinary action without just cause, may, within fifteen (15) days after receipt of the personnel action documentation, demand, in writing, a hearing and investigation by the board to determine the reasonableness of the action. The board shall grant the employee a hearing and investigation within thirty days, after receipt of the written request

Furthermore, you are hereby advised that the attached comment (s) will be made a part of your personnel record with this Agency and that Louisiana Revised Statute 40:2533 provides:

A. *No law enforcement officer shall have any comment adverse to his interest entered in his personnel file, or any other file used for any personnel purpose by his employer, without the law enforcement officer having first read and signed the instrument containing the adverse comment*

indicating he is aware of such comment, except that such entry may be made if, after reading such instrument, the law enforcement officer refuses to sign, that fact shall be noted on that document and signed by such officer.

B. A law enforcement officer shall have thirty (30) days, within which to file a written response to any adverse comment entered in his personnel file. Such written response shall be attached to and shall accompany the adverse comment.

Respectfully,

F. M. Campbell

F. M. (Mike) Campbell
Chief of Police

FMC/jvw

Jacqueline V. Willis 3/1/05
Human Resource Officer Date