

ORDINANCE NO. 6236 OF 2021

BY THE CADDO PARISH
COMMISSION:

AN ORDINANCE REQUIRING THAT ALL PARISH EMPLOYEES HIRED, APPOINTED OR PROMOTED TO PARISH ATTORNEY, ASSISTANT PARISH ADMINISTRATOR, PARISH ADMINISTRATOR/CEO, DEPARTMENT DIRECTOR OR COMMISSION CLERK, MUST BE RESIDENTS OF CADDO PARISH, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the Parish of Caddo seeks to ensure that the broadest pool of potential candidates for public employment are invested in the community in which they live and with the government which employs them; and

WHEREAS, the Parish of Caddo seeks to also extend opportunities for advancement to persons who may reside in another parish but are best qualified for the open position.

NOW, THEREFORE, BE IT ORDAINED by the Caddo Parish Commission in due, regular and legal session convened, enacts Section 2-60 of the Caddo Parish Code of Ordinances as follows, to wit:

2-60 Residency Requirement for Certain Positions

- a. Employees permanently hired, appointed, or promoted to any of the following listed positions shall be residents of Caddo Parish within one year from the date of commencement of employment, appointment, or promotion and throughout the course of their employment with the Parish: Parish Administrator/CEO, Assistant Parish Administrator, Parish Attorney, Department Director, Commission Clerk.
- b. As a condition of hiring, appointment, or promotion to the positions listed in subsection (a), parish employees will be required to show proof of residency within the guidelines established by the Human Resources Department. Falsifying, materially misrepresenting, or submitting misleading proof of residency could be cause for disciplinary action, up to and including termination.
- c. All external and internal employment applications for the positions listed in subsection (a) shall require a statement thereon indicating that residency is a required condition.
- d. Persons employed by Caddo Parish as of October 21, 2021 and promoted to the position of Department Director are not subject to the requirements of this ordinance.