

VERMILION ANALYTICS

Jenelle Doucet, Ph.D.

President

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July 1, 2024

Cody Louviere
Youngsville Police Department
311 Lafayette St.
Youngsville, LA 70592

Dear Chief Louviere:

It was a pleasure to meet with you and your staff last week regarding your vision for the compensation of officers at Youngsville Police Department.

Attached you will find a proposal to prepare the pay plans we discussed, including an estimated time of completion and anticipated cost of service.

If you have any questions or need to further customize the proposal, please feel free to reach out to me.

Again, I appreciate your time and look forward to establishing a partnership with the Youngsville Police Department.

Best,

Jenelle Doucet

CITIZENS FOR A
New Louisiana



Proposal Prepared for Youngsville Police Department
Prepared by Jenelle Doucet, Ph.D., of Vermilion Analytics
Drafted June 28, 2024

Background

At our June 27, 2024, meeting, Chief Louviere (accompanied by Assistant Chief Thompson and Secretary to the Police Chief Laurie Segura) discussed the state of compensation for the Youngsville Police Department. Chief Louviere said that in 2017, Youngsville and most of the smaller municipalities of Lafayette Parish established a goal to set starting police officer pay at \$40,000. Officers of the city of Youngsville did not see this increase in starting salary until January 2022, however (under Ordinance No. 462-2021). By then, other municipalities were already considering raising their starting salary above \$40,000 to attract talent and combat rising inflation.

Furthermore, when the January 2022 pay plan was adopted, it was not implemented as expected for promotions. As an example, when a police officer with five years of service is promoted to sergeant, the officer would go to the rate of pay of a one-year sergeant as opposed to a five-year sergeant as is common with many other police department pay matrices.

In his efforts to keep Youngsville Police Department competitive, Chief Louviere has requested assistance to draft pay plans that would address these two concerns.

Concerns

1. Youngsville Police Department will soon lag the local market in terms of starting police officer salary.
2. Interpretation of the current pay matrix provides disproportionate increases in pay for promotions with substantial increases in responsibility.

Main Objectives

1. Pay plans will be drafted to address the concerns outlined above.
2. Vermilion Analytics will participate in meetings as necessary to explain the proposed pay plans to representatives of the administration and council.
3. Pay matrices will be revised as requested to find a working solution for all parties.

Costs

Service	Estimated Cost
Draft two pay plans to specifications discussed on 06/27/24	\$400
Attend estimate of three (3) meetings for a total of five (5) hours	\$500
Total Estimated Cost	\$900

The chart above outlines the services to be performed by Vermilion Analytics for the Youngsville Police Department. Vermilion Analytics will create two initial pay plan drafts at a flat rate of \$400.00.



Meeting attendance will be billed at an hourly rate of \$100.00. The estimated cost associated with attending meetings is based on three meetings, one with the mayor and Chief Financial Officer (duration of one hour) and two with the city council (duration of two hours each). As a reminder, Vermilion Analytics does not bill for phone calls or emails so that clients can stay connected without cost concerns.

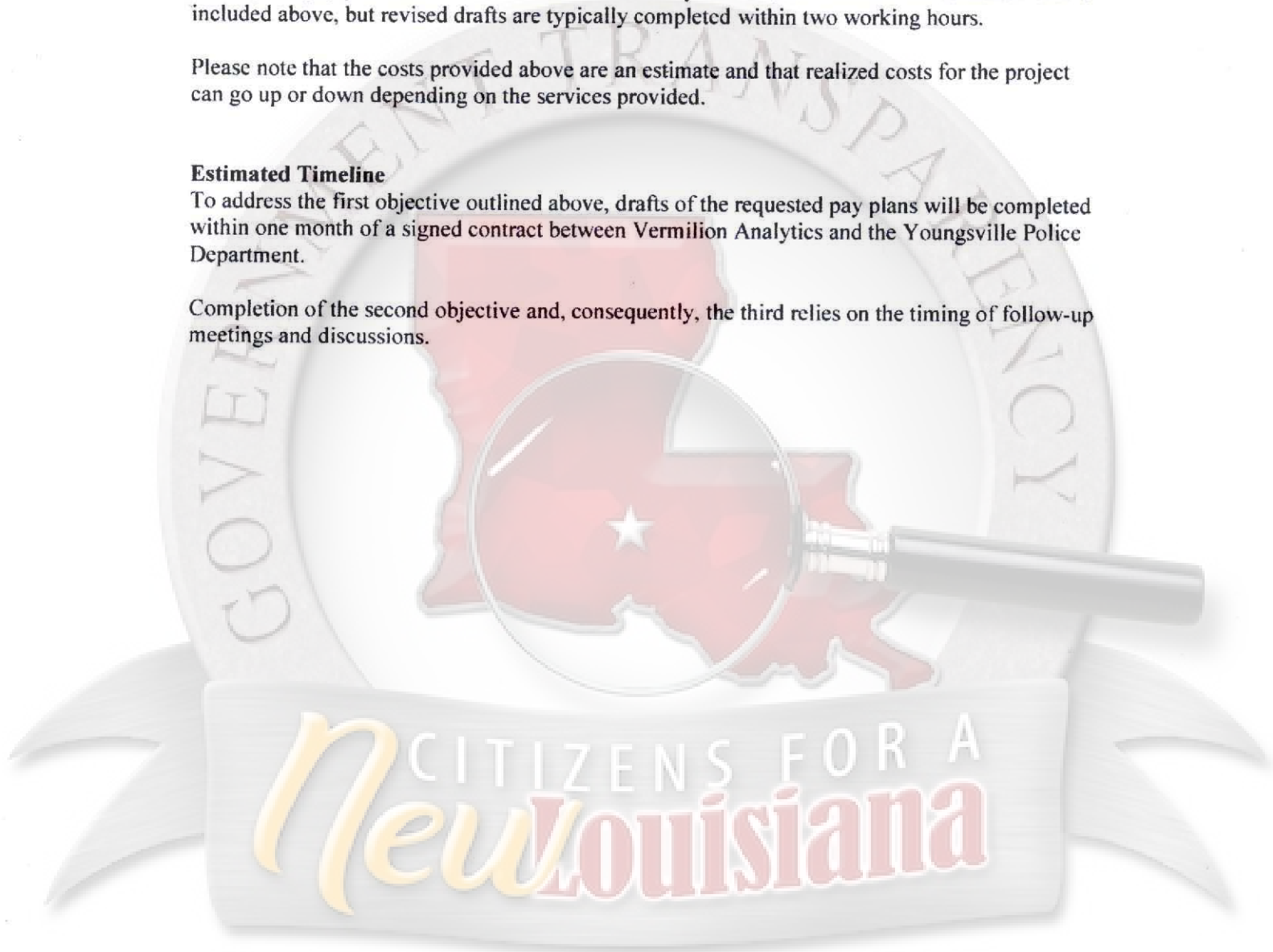
Subsequent pay plan drafts will be billed at the hourly rate of \$100.00/hour. No estimated cost is included above, but revised drafts are typically completed within two working hours.

Please note that the costs provided above are an estimate and that realized costs for the project can go up or down depending on the services provided.

Estimated Timeline

To address the first objective outlined above, drafts of the requested pay plans will be completed within one month of a signed contract between Vermilion Analytics and the Youngsville Police Department.

Completion of the second objective and, consequently, the third relies on the timing of follow-up meetings and discussions.



Contract for Professional Services

This Agreement is made between the Youngsville Police Department represented by its chief of police Cody Louviere ("Client") with a principal place of business at 311 Lafayette Street, Youngsville, LA 70592, and Vermilion Analytics LLC represented by Jenelle Doucet, Ph.D. ("Contractor"), with a principal place of business at 107 Cypress Sunset Drive, Broussard, LA 70518.

1. Services to Be Performed

Contractor agrees to perform the services described in Exhibit A, which is attached to this Agreement.

Contractor's role will be to draft pay plans for the Youngsville Police Department and attend meetings to explain said pay plans to members of the administration of the city of Youngsville, the city's council representatives, and/or other pertinent parties.

2. Payment

In consideration for the services to be performed by Contractor, Client agrees to pay Contractor at the flat rate of four hundred and 00/100 dollars (\$400.00) for two pay plans. For meetings and any additional pay plan drafts needed, the rate of one hundred and 00/100 (\$100.00) dollars per hour will be paid to the Contractor.

Contractor shall be paid within a reasonable time after Contractor submits an invoice to Client. The invoice should include the dates covered by the invoice and a summary of the work performed.

3. Independent Contractor Status

Contractor is an independent contractor, and neither Contractor nor Contractor's employees or contract personnel are, or shall be deemed, Client's employees.

Contractor has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed. Contractor shall select the analysis used, starting and quitting times, days of work, and order the work is performed.

Contractor has the right to perform services for others during the term of this Agreement.

4. State and Federal Taxes

Client will not:

- withhold FICA (Social Security and Medicare taxes) from Contractor's payments or make FICA payments on Contractor's behalf
- make state or federal unemployment compensation contributions on Contractor's behalf, or
- withhold state or federal income tax from Contractor's payments.

Contractor shall pay all taxes incurred while performing services under this Agreement—including all applicable income taxes and, if Contractor is not a corporation, self-employment (Social Security) taxes.

5. Insurance

Client shall not provide insurance coverage of any kind for Contractor or Contractor's employees or contract personnel.

Contractor shall not be responsible for obtaining or requiring proof of insurance of any kind prior to the commencement of services described herein.

Contractor provides recommendations for changes in accordance with civil service statutes and is to be held harmless from liability arising from actions of the Client.

6. Mediation

Claims, disputes or other matters in question between the parties to this Contract, arising out of or relating to this Contract (including any breach thereof), shall be submitted to non-binding mediation unless the parties mutually agree otherwise. Demand for mediation shall be delivered by the complaining party, in writing, to the other party to this Contract within a reasonable time after the complaining party discovers the reason therefor. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen or been discovered.

7. Confidentiality

Contractor agrees that all assignments hereunder are confidential. Contractor agrees to receive in trust and keep confidential all information pertaining to the projects or tasks assigned under this contract, and further agrees not to disclose such information to any third party nor use the same for the benefit of the Contractor without the consent of the Client.

8. Term of Agreement

This agreement will become effective when signed by both parties and will terminate on the earlier of:

- the date Contractor completes the services required by this Agreement, or
- the date a party terminates the Agreement as provided below.

9. Termination of Contract

This contract may be terminated by either party upon giving fourteen (14) days advanced written notice to the other party with or without cause.

10. Controlling Law

This contract is to be governed by the laws of the State of Louisiana.

11. Total Contract

This contract, consisting of pages 1 to 3 inclusive, constitutes the entire contract between Client and Contractor and supersedes all prior written or oral understandings. This contract may only be amended, supplemented, modified, or cancelled by a written instrument duly executed by all parties hereto.

Signatures

Client:

Kew Ritter

Printed Name

Kew

Signature

7-22-24

Date

Contractor:

Jenelle Doucet

Printed Name

Jenelle Doucet

Signature

07/23/24

Date

539-96-8924

Taxpayer ID Number

Attachments: Exhibit A: Copy of Proposal of Service