

City Attorney

From: Ken Ritter
Sent: Friday, July 10, 2026 3:03 PM
To: Chief Jean Paul Broussard
Subject: HR complaint - Ofc Dorsey
Attachments: Chief Broussard.pdf

Chief,

Attached please find a letter regarding a HR complaint received at City Hall.

Ken Ritter, Mayor
City of Youngsville
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www.youngsville.us



Youngsville
LOUISIANA

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MAYOR
Ken Ritter

CITY CLERK
Nicole Guidry

July 10, 2026

Sent via email to Chief JP Broussard

Chief,

As we discussed during our brief conversation last night, I wanted to let you know that the City would be providing written correspondence documenting receipt of an HR complaint. This letter is intended to do so.

The City has received an HR complaint from Detective Tyra Dorsey raising concerns regarding workplace environment, retaliation, grievance handling, discipline-related issues, and medical-leave/accommodation matters.

Because the complaint was submitted through HR and raises employment-related concerns, I am documenting receipt of the complaint and providing this notice so there is no confusion regarding the City's limited role. The City may be required to respond in its capacity as the municipal employer to an administrative charge, employment claim, public-records request, insurance inquiry, or litigation arising from an HR complaint. For that reason, the City has an interest in ensuring that relevant records are preserved and that no retaliatory action is taken because an employee made or participated in an HR complaint or related process.

At the same time, I want to be clear that this notice is not intended to direct police operations, control any internal affairs matter, or substitute my judgment, HR's judgment, or the City's judgment for the authority assigned to you under state law. Based on La. R.S. 33:423.23, police-personnel decisions regarding appointment, promotion, discipline, and dismissal remain within your authority as Chief of Police, subject to applicable Civil Service Board appeal rights. La. R.S. 33:404, which also recognizes the distinction between the Mayor's authority over municipal departments generally and a police department with an elected chief of police.

Please preserve all potentially relevant records and communications relating to the issues raised in the complaint, including emails, text messages, memoranda, grievance records, IA records, disciplinary records, scheduling or assignment records, medical-leave or accommodation-related documents, evaluations, appeal documents, and any related electronically stored information.

I also urge you to ensure that Detective Dorsey, or any employee who may be a witness or participant in this matter, is not treated adversely because of the HR complaint, grievance activity, civil-service appeal, medical-leave/accommodation issue, or participation in any review of the matter. This does not prevent legitimate operational or disciplinary action within your authority, but any such action should be based on documented, non-retaliatory reasons unrelated to the complaint or related activity.

This notice is intended only to document receipt of the HR complaint, request preservation of relevant records, and avoid confusion regarding the City's limited role. It is not a directive regarding the outcome of any police-personnel matter.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ken", followed by a horizontal line.

Ken Ritter
Mayor, City of Youngsville