



ST. CHARLES PARISH

OFFICE OF THE COUNCIL SECRETARY

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June 6, 2024

Honorable Dr. Michael A. Fitts, President
Tulane University
218 Gibson Hall
6823 St. Charles Avenue
New Orleans, LA 70118



Re: St. Charles Parish
Civil Service Board

Dear President Fitts:

In accordance with the St. Charles Parish Home Rule Charter, Article III., Section C.5, and the St. Charles Parish Code, Chapter 18 Personnel, Article II. Classified Civil Service System, Section 18-26. Members. (c) (5) provides that one member shall be filled by the appointment of the St. Charles Parish Council from a list of three persons submitted by the President of Tulane University in New Orleans.

The term of Ms. Sara Champion, the present appointee selected from your previous recommendation will expire August 1, 2024. We would appreciate you submitting a list of three persons to the Parish Council for the new term which will begin August 1, 2024, and expire August 1, 2027.

We sincerely appreciate your past and future cooperation in this regard.

Sincerely,

MICHELLE IMPASTATO
COUNCIL SECRETARY

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Enclosure

cc: Parish Council
Ms. Sara Champion
Ms. Samantha de Castro, Deputy Chief Administrative Officer
Ms. Dayna Parker, Personnel Officer