

CIVIL SERVICE COMMISSION
REGULAR MONTHLY MEETING
FRIDAY, DECEMBER 12, 2025

The regular monthly meeting of the City Civil Service Commission was held on Friday, December 12, 2025, in the City Council Chambers, 1300 Perdido Street, New Orleans, LA 70112. Doddie Smith called the roll. Present were Chairperson Brittney Richardson, Vice-Chairperson John Korn, Commissioner Mark Surprenant, and Commissioner Ruth White Davis. Commissioner Richardson convened the meeting at 10:08 a.m. The Commission then proceeded with the docket. At 10:15 a.m. Commissioner Andrew Monteverde arrived at the meeting. At 10:27 a.m. on the motion of Commissioner Davis and the second of Commissioner Korn, the Commission voted unanimously to go into executive session.

At 11:08 a.m. the Commission completed its executive session and proceeded with the business portion of the meeting.

Item #1 was the minutes for November 14, 2025. Commissioner Korn motioned to approve the minutes. Commissioner Surprenant seconded the motion, and it was approved unanimously.

Item #2 was the ratification of Public Integrity Bureau (PIB) extension requests. Commissioner Surprenant moved to approve the extension requests. The motion was seconded by Commissioner Davis and approved unanimously.

Item #3a under Rule Amendments was an introduction of an amendment to Rule II Sections 4.9, 4.11(a)(b), 5, and 11.1 relative to the Alternative Dispute Resolution process. Commissioner Surprenant reported that a subcommittee of the Civil Service Commission, formed at the November meeting, met to discuss how the Alternative Dispute Resolution (ADR) process could be better utilized in the disciplinary appeals process. Christina Carroll, Executive Counsel for the Civil Service Commission, stated that the rules are intended to allow parties to elect to have an alternative dispute resolution process with no review by the Commission or the Fourth Circuit Court of Appeals. Parties will select an arbiter from a list maintained by the Civil Service Department, and the arbiter will issue a written decision following completion of the ADR hearing.

The subcommittee has recommended expanding the current ADR rule to reflect that any discipline can go through the alternative dispute resolution process. The parties must request to use the ADR process within 30 days of the filing of the appeal and before the initial hearing date. A written agreement to go through ADR includes the parties' acknowledgement of the binding nature of the arbiter's decision to sustain, reverse, or modify the penalty assigned by the Appointing Authority and the waiver of appeal rights to the Fourth Circuit Court of Appeal.

Amy Trepagnier, Personnel Director of the Civil Service Department, clarified that this item was an introduction of an amendment to the rules. The proposed changes will be considered for approval at the next Commission meeting.

Item #3b was an introduction of an amendment to Rule II Section 8.1 relative to applications for the issuance of subpoenas. Ms. Carroll stated that the rule amendment will correct a discrepancy between what is written in the rules and what is stated in the appeals scheduling letter. The rules state that applications for the issuance of subpoenas must be filed with the Civil Service Department at least fifteen (15) calendar days prior to date established for the hearing. The proposed amendment will allow for applications to be filed with the department at least ten (10) calendar days prior to the hearing date. As an introduction, this item will lie over and be considered for approval at the next Commission meeting.

Item #4a under Classification and Compensation Matters was a request from the Sewerage and Water Board for a pay grade change to the classification of Water Purification Manager. Robert Hagmann, Personnel Administrator of Classification and Compensation Division, stated that staff is recommending a 5% pay increase, raising the base pay of the position to \$81,999 annually. Staff is also recommending a pay policy to guarantee that active employees in the job classification receive a 5% pay increase due to the requested pay grade change. Commissioner Korn moved to approve the request. The motion was seconded by Commissioner Davis and approved unanimously.

Item #5a under recruitment and Selection Matters was a request for approval of examination announcements 11454 to 11458. Commissioner Monteverde moved to approve the examination announcements. The motion was seconded by Commissioner Davis and approved unanimously.


Item #6 was a request from the Police Department to transfer the Grounds Transportation, Parking and Towing Units from Public Works to the Police Department in accordance with Rule III, Section 8 – Transfer of a Functional unit. This item was deferred to the next Commission meeting at the request of NOPD.

Item #7 was a request from the Police Department to change the classification of Kenny Graves' injury from Workers Compensation to Injured on Duty. Director Trepagnier stated the Civil Service Rules require that the employee's department submit a first report of injury to the Civil Service Department within 30 days of the date of injury.

Deidre Howard, an Employee Relations Supervisor for the Police Department, addressed the Commission to request that an exception to the rule be made. Ms. Howard cited an administrative oversight as the reason for the untimely submission of the report of injury and reported that the department is actively refining the internal process to avoid the incident occurring again. Director Trepagnier stated that staff is in support of the request being approved. Commissioner Surprenant moved to approve the request to change the classification of Officer Graves' injury to Injured on Duty. Commissioner Monteverde seconded the motion, and it was approved unanimously.

Item #8 was a report on the activities of the Commission's Disciplinary Appeals Process Sub-Committee. The report on the activities of the sub-committee was covered in item #3a. No action on this matter was required by the Commission.

There being no additional business to consider, Commissioner Surprenant moved for adjournment at 11:27 a.m. The motion was seconded by Commissioner Korn, and it was approved unanimously.


Brittney Richardson (Jan 19, 2026 09:52:09 CST)


Brittney Richardson, Chairperson


John Korn (Jan 16, 2026 19:47:26 CST)


John Korn, Vice-Chairperson


Mark Surprenant (Jan 17, 2026 10:30:21 GMT+1)

Mark Surprenant, Commissioner


Ruth White Davis (Jan 16, 2026 11:22:26 CST)

Ruth White Davis, Commissioner


Andrew Monteverde (Jan 16, 2026 10:16:32 CST)

Andrew Monteverde, Commissioner