

CIVIL SERVICE COMMISSION
REGULAR MONTHLY MEETING
FRIDAY, JANUARY 20, 2023

A regular meeting of the City Civil Service Commission was held on Friday, January 20, 2023 in City Council Chambers, 1300 Perdido Street, New Orleans, LA 70112. Ms. Doddie Smith, Personnel Administrator of the Management Services Division, called the roll. Present were Vice-Chairperson John Korn, Commissioner Mark Surprenant, and Commissioner Ruth White Davis. Commissioner Korn convened the meeting at 10:07 a.m. The Commission then proceeded with the docket. At 10:19 a.m. on the motion of Commissioner Davis and the second of Commissioner Surprenant, the Commission voted unanimously to go into executive session. Commissioner Moore joined the meeting during executive session. At 10:40 a.m. the Commission completed its executive session and proceeded with the business portion of the meeting.

Item #1 was the minutes for December 19, 2022. Commissioner Davis 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 Korn called for public comment. There being none, Commissioner Davis moved for approval. The motion was seconded by Commissioner Surprenant and approved unanimously.

Item #3a under Rule Amendments was an amendment to Rule I #82 and 83, Rule VIII Section 9 and 9.1, and Rule VI Section 9.4 relative to Parental Leave. Personnel Director Amy Trepagnier stated the amendments were introduced at a previous meeting at the request of the City Council. The amendments modify the current rule to align it with the recently adopted Federal Employees Parental Leave Act (FEPLA). Employees will now receive twelve weeks of paid leave in conjunction with a qualifying birth, adoption or placement of a child. The date of implementation will be the first Sunday following City Council approval. Commissioner Surprenant moved for approval. The motion was seconded by Commissioner Moore and approved unanimously.

Item #3b was an amendment to Rule IV Sections 9.4 and 13 relative to a Flexible Holiday designation. Director Trepagnier stated this amendment was introduced at

a previous meeting at the request of Sewerage and Water Board. In recent years the City Council has granted additional holidays beyond the standard ten holiday allotment. Sewerage and Water Board has requested to designate one, non-family holiday as a flexible holiday which would allow an organization to remain open on that holiday while giving the employees the option to take the holiday on that day or to work on the holiday and take an alternate day off throughout the course of the year. This does not expand the number of holidays. The use of a flexible holiday is at the discretion of the appointing authority based on business necessity. Commissioner Korn moved for approval. The motion was seconded by Commissioner Davis and approved unanimously.

Item #4a under Classification and Compensation Matters was a request from the administration and City Council for hiring rates for Fire Department job classifications. Robert Hagmann, Personnel Administrator, over the Classification and Compensation Division stated the proposal is for a 13.75% pay increase for all fire personnel to increase firefighter pay to over \$15 an hour exclusive of state supplemental pay and millage. Commissioner Surprenant moved to approve the request. The motion was seconded by Commissioner Davis and approved by Commissioners Korn, Surprenant, and Davis. Commissioner Moore abstained on the advice of Counsel and the motion carried. Aaron Mischler, representing the firefighters union, thanked the Commission, CAO, City Council, and Mayor's Office.

Item #4b was a request from the Department of Safety and Permits for hiring rates and title changes for the Building Plan Examiner job series. Mr. Hagmann stated these amendments will help the department recruit and retain Building Plan Examiners in the Department of Safety and Permits. Staff has also reworked the job series. Commissioner Surprenant moved for approval. The motion was seconded by Commissioner Moore and approved unanimously.

Item #4c was a request from the Historic Districts Landmark Commission to create a new Historic Preservation Plan Reviewer job series. Mr. Hagmann noted the work of the HDLC plan reviewers is distinct enough from other plan reviewers to warrant the creation of a specialized job series. Director Trepagnier stated the City is competing with private entities that hire away these employees to act as consultants because they know how to navigate the City's process. This should help retain these employees. Commissioner Davis moved for approval. The motion was seconded by Commissioner Surprenant and approved unanimously.

Item #4d was a request from EMS for Special Rates of Pay for EMS training personnel. Mr. Hagmann stated this proposal expands eligibly to EMS employees who perform educational support activities. It also includes a 2.5% pay premium for those employees who act as EMS preceptors. Bill Salmeron, Chief of EMS, stated EMS hosts many outside individuals for training. This is a heavy lift for our current Field Training Officers, so as we expand our third-party students, we want to compensate our employees for that extra work. Commissioner Moore moved for approval. The motion was seconded by Commissioner Surprenant and approved unanimously.

Item #4e was a request from NOPD for a Special Rate of Pay for the Eighth Police District's Supplemental Police Patrol Program. Mr. Hagmann stated NOPD is requesting a \$100 pay premium for officers who volunteer for these extra four hour shifts in the French Quarter. Staff has received data regarding the difficulty with filling these shifts. We will follow up to determine if the program is effective. Commissioner Surprenant noted the importance of evaluating these special rates of pay to determine their effectiveness. He moved for staff to provide the Commission with a summary to report back on the effectiveness of these various special rates of pay six months after their implementation. The motion was seconded by Commissioner Moore and approved by all Commissioners. Commissioner Surprenant moved to approve the request for the special rate of pay. Commissioner Moore seconded the motion, and it was approved unanimously.


Item #5a under Recruitment and Selection Matters was the approval of examination announcements 10776-10791. Director Trepagnier noted the new DNA positions recently approved by the Commission have been posted. Commissioner Davis motioned to accept the announcements. Commissioner Moore seconded the motion, and it was approved unanimously.

Item #5a was the extension of provisional appointments under Rule VI Section 5.3(a). Director Trepagnier explained that every January staff asks the Commission to extend any provisional appointments to ensure we are in compliance with the requirement that any provisional appointment in existence for more than a year is approved by the Commission. Typically, provisional appointments last less than a year. Commissioner Davis moved for approval. The motion was seconded by Commissioner Moore and approved unanimously.

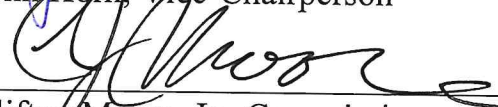
Commissioner Moore motioned to add an item to consider a request for an additional special rate of pay relative to Mardi Gras. Commissioner Surprenant seconded the motion, and it was approved unanimously. Director Trepagnier stated that this 10%

premium would apply to hourly employees supporting Mardi Gras field operations. It would last no longer than the two weeks prior to Mardi Gras. The administration will designate when the period begins in writing to the Personnel Director. This would apply to a variety of employees who perform their regular duties and then work an eleven-day schedule where they go out to the parade routes for multiple hours every night for eleven days. They are going above and beyond their normal duties and they are doing more due to reduced staffing. Commissioner Surprenant moved for approval. The motion was seconded by Commissioner Davis and approved unanimously.


Commissioner Moore moved for adjournment at 11:18 a.m. The motion was seconded by Commissioner Surprenant and approved unanimously.



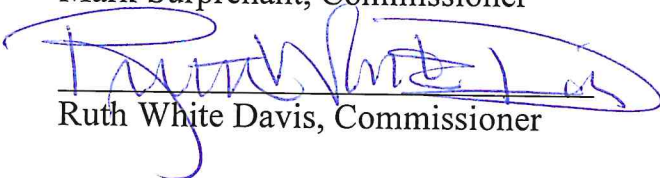
John Korn, Vice-Chairperson



Clifton Moore, Jr., Commissioner



Mark Surprenant, Commissioner



Ruth White Davis, Commissioner