

CIVIL SERVICE COMMISSION
REGULAR MONTHLY MEETING
FRIDAY, DECEMBER 13, 2024

The regular monthly meeting of the City Civil Service Commission was held on Friday, December 13, 2024, in the City Council Chamber, 1300 Perdido Street, New Orleans, LA 70112. Ms. Doddie Smith, Personnel Administrator of the Management Services Division called the roll. Present were Chairperson Brittney Richardson, Vice-Chairperson John Korn, and Commissioner Andrew Monteverde. Commissioner Richardson convened the meeting at 10:04 a.m. The Commission then proceeded with the docket. At 10:18 a.m. on the motion of Commissioner Korn and the second of Commissioner Monteverde, the Commission voted unanimously to go into executive session.

At 11:06 a.m. the Commission completed its executive session and proceeded with the business portion of the meeting.

Item #1 was the minutes for November 8, 2024. Commissioner Korn moved to approve the minutes. Commissioner Monteverde seconded the motion, and it was approved unanimously.

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

Item #3a under Rule Amendments was an introduction of a proposed amendment to Rule II, Sections 4.3 and 4.12 to consolidate appeals of emergency suspensions with the final discipline imposed by the Appointing Authority and to continue appeals of emergency suspensions pending the Appointing Authority's decision on discipline. Christina Carroll, Executive Counsel of the Civil Service Commission, explained that while awaiting final decisions on discipline from an Appointing Authority, it is the practice of the Civil Service Department to have Hearing Examiners regularly continue appeals of emergency suspension. The amendment will create a procedure whereby appeals of discipline imposed following emergency suspension shall also include the emergency suspension.

William Goforth, Deputy City Attorney, addressed the Commission and asked that language be included to acknowledge that an appellant may request that an

emergency suspension appeal occur separately from the appeal of discipline for good cause. Ms. Carroll agreed to add the language to the proposed amendment.

Jamal Otis and Amanda Fallis, representing the American Federation of State, Country, and Municipal Employees (AFSCME), and Kristoper Dass addressed the Commission and spoke in opposition of the agenda item. Ms. Fallis expressed concerns with the investigation time period, stating that many of the union's members are required to domicile in New Orleans, and live paycheck to paycheck. She stated that a 120-day emergency suspension, especially in a case where the agency has made what may be determined to be an incorrect ruling, would have some members unable to make their rent within two weeks of that suspension time.. Ms. Fallis suggested that being heard within 30 days of the emergency suspension occurring would be helpful.

Approval of the proposed amendment will be considered at the next Commission meeting.

Item #3b was an introduction of a proposed addition of Rule VIII, Section 12 regarding working time for union business. Director Trepagnier stated the item was received as a joint submission from the City who submitted a draft of the rule. The proposed addition would make a distinction between internal and external union business and provide for an employee to be counted as working when conducting external union business.

Ms. Carroll explained to the Commission that the reason the City, unions, and staff are proposing that it be considered working time, and not Civil Leave, is because under the Federal Labor Standards Act (FLSA), employers are not required to use paid leave in calculating if an employee has reached the overtime threshold.

Jamal Otis and Amanda Fallis, representing AFSCME, and Kristopher Dass addressed the Commission and spoke in support of the agenda item. Ms. Carroll asked Director Trepagnier if staff could request that City Council allow for the rule to be effective on the date of the Commission's approval. Director Trepagnier responded that she would make that request.

Approval of the proposed amendment will be considered at the next Commission meeting.

Item #4a under Classification and Compensation Matters was a request from the Fire Department for an amended Special Rate of Pay for emergency medical certifications for members assigned to the Airport. Commissioner Monteverde recused himself from this item. With only two Commissioners remaining, the item was deferred to the next Commission meeting.

Item #5a under Recruitment and Selection Matters was a request for approval of examination announcements. Commissioner Korn moved to approve examination announcements 11196-11209. Commissioner Monteverde seconded the motion, and it was approved unanimously.

Item #6 was a request from the Fire Department for sick leave advancement under Rule VIII, Section 2.12 for Fire Recruit Anthony Lalone. Commissioner Monteverde recused himself from this item. With only two remaining Commissioners, the item was deferred to the next Commission meeting. Director Trepagnier stated that deferral of this request would not negatively impact Mr. Lalone, as the rule is structured to allow for the Personnel Director to grant the request up receipt and later the Commission can consider ratification of the approval.

Item #7 was a request from Health-EMS to accept late 2024 performance planning for probationary employees. Chief of Emergency Medical Services, William Salmeron, stated that it is the practice of the department to have new hires enter through the academy before graduating to field training. Once in field training, employees undergo documented performance reviews at three, six, and nine months. Prior to this year, the department was under the mistaken impression that probationary employees did not require goal planning and evaluations in the PERFORM system. This oversight resulted in twelve employees, hired in mid- to late-2023, being excluded from the 2024 goal planning period. Commissioner Richardson asked Director Trepagnier if staff approved of the request. Director Trepagnier responded that staff would agree to accept the late 2024 performance planning for the probationary employees, as the department was acting in good faith and maintaining consistent written performance reviews for those employees every three months. Commissioner Korn moved to approve the request. The motion was seconded by Commissioner Monteverde and approved unanimously.

Item #8 was a request from Senior Police Officer Marylou Agustin to amend the pay cycle for commissioned police employees. Officer Agustin stated that the pay cycle for overtime accrual is fourteen days, and during that cycle officers can be approved to work up to 112 hours. If an officer uses leave during the first week, any work

exceeding 42 hours upon their return in the second week would be considered regular work hour credits instead of overtime. She expressed that officers often avoid using their vacation time and overwork themselves to prevent negative impacts on their overtime pay. The amended pay cycle would boost departmental morale and positively reflect the department's concern for a work-life balance.

Director Trepagnier explained that Fair Labor Standards Act (FLSA) stipulates that any person working over 40 hours in a week must be compensated at an overtime rate. There is a special provision in the FLSA that allows for a pay cycle of up to four weeks for police and fire personnel as opposed to a one week pay cycle for everyone else. Robert Hagmann, Personnel Administrator of the Classification and Compensation Division, stated that in 2003 the Commission approved a change in the pay cycle for commissioned police employees from 171 hours in a 28-day pay period to 85.5 hours in a 14-day pay period.

Director Trepagnier stated that the Chief Administrative Office Budget Division had noted that with anticipated overtime increases in 2025 and the 5% pay increase for police personnel, this request might further strain the current budget. Additionally, the Chief of Staff of the Police Department responded that no computation had been done to determine the impact of major events such as the Taylor Swift concert and the Super Bowl.


The following employees submitted electronic comment cards in support of the request: James Gallagher, Karl Marshall, Candice Preston, Beth Reniff, Edris Stone, Anika Glover, Arnisha Ambrose, Devin Johnson, David Barnes, Dwight Rousseve, Steven Kriebel, John Osburg, Maria Villavicencio, Jeremy Wilcox, Lanie Morgan, Michael Asevedo, Juan Garcia, Patrick Guidry, Stephen McGee, and Adrian Johnson.

The Commission requested data regarding overtime costs for 2024, budget implications, and any anticipated increases due to the approval of the request be provided before making a decision. The item was deferred to the next Commission meeting for further consideration.

Commissioner Richardson requested that an off-agenda item be taken up by the Commission. Commissioner Monteverde moved to approve adding the item to the agenda. Commissioner Korn seconded the motion, and it was approved unanimously.

Ms. Carroll provided an update on the status of the search for court reporters for the Commission, noting that the last request for qualifications (RFQ) closed on December 3, 2024. Director Trepagnier added that the RFQ yielded fewer than three viable responses and requested that the Commission formally ask the Civil Service Department to release a new request for proposal (RFP) to address the insufficient number of responses. Commissioner Montverde moved to approve the request. The motion was seconded by Commissioner Korn and approved unanimously.

There being no additional business to consider Commissioner Monteverde moved for adjournment at 12:02 p.m. The motion was seconded by Commissioner Korn and approved unanimously by the Commission.



Brittney Richardson (Feb 11, 2025 14:25 CST)

Brittney Richardson, Chairperson



John Korn, Vice-Chairperson



Andrew Monteverde (Feb 5, 2025 12:13 CST)

Andrew Monteverde, Commissioner