

CIVIL SERVICE COMMISSION
REGULAR MONTHLY MEETING
MONDAY, NOVEMBER 17, 2014

The regular monthly meeting of the City Civil Service Commission was held on Monday, November 17, 2014 at 1340 Poydras Street, Suite 964. The Chairman convened the meeting at 9:07 a.m. Director Hudson called the roll. Present were Chairman, Michelle D. Craig, Vice-Chairman, Edward P. Cohn, and Commissioner Kevin W. Wildes, S.J. The Commission established a quorum.

The first item on the agenda was the meeting of the RFP Selection Review Rating Committee to select counsel to represent the Commission in pending litigation related to the Great Place to Work Initiative (GPTWI). Director Hudson explained that the top three scoring candidates would be forwarded to the full commission for a final decision at the Commission's 11:00 business meeting. She further noted that the committee would rate candidates on the following areas: qualifications, 45%; history 35%; physical proximity, 10%; DBE, 5%; and price proposal, 5%. The Committee then participated in discussion and evaluation of the candidates.

At 10:05 a.m., Ms. Germaine Bartholomew, Personnel Administrator of Management Services, called the roll again. Present were Chairman, Michelle D. Craig, Vice-Chairman, Edward P. Cohn, and Commissioners Joseph S. Clark, Ronald P. McClain, and Rev. Kevin W. Wildes, S.J. The Commission then proceeded by sounding the Commission's docket.

At 10:40 a.m., on motion of Commissioner Craig and seconded by Commissioner Clark, the Commission voted unanimously to go into executive session to discuss matters taken under advisement and pending litigation.

At 11:18 a.m., the Commission completed its executive session and proceeded with the business portion of the meeting. Director Hudson, once more called the roll. All Commissioners were present, establishing a quorum. Chairman Craig noted that Commission counsel, Mr. Gilbert Buras, was present by way of telephone and that he was also on the line throughout executive session.

Item #1 on the agenda was the approval of the minutes of both the October 20, 2014 regular meeting and the November 3, 2014 special meeting. The minutes

were approved unanimously on motion of Chairman Craig and seconded by Commissioner Wildes.

Item #2 on the agenda was the recommendations from the RFP Selection Committee and the final selection for the award of the Professional Services Contract. Director Hudson announced the top three scoring candidates for the request for proposal for special counsel related to the Great Place to Work Initiative (GPTWI). Those candidates were, in highest scoring order: Phelps Dunbar, LLP; Sher Garner Cahill Richter Klein and Hilbert, LLC; and Breazeale, Sachse and Wilson, LLP respectively. Chairman Craig moved to approve Phelps Dunbar LLP to represent the Commission in the litigation related to the GPTWI. The motion was seconded by Vice-Chairman Cohn and was approved unanimously.

Item #3 on the agenda was the reconsideration of amendments to Civil Service Rule VI, Section 3.1 and Rule VI, Section 4.1, adopted on November 3, 2014. Commissioner McClain moved to reconsider the amendments to Rule VI, Section 3.1 and Rule VI, Section 4.1, adopted November 3, 2014 for the purpose of receiving additional comments from the public. Commissioner Cohn seconded the motion. The motion passed by a unanimous vote. Commissioner McClain, then moved to open the floor for comments. The motion was seconded by Vice-Chairman Clark and approved unanimously. Mr. Eric Hessler, attorney representing the Police Association of New Orleans (PANO), Mr. Claude Schlesinger, attorney representing the Fraternal Order of Police (FOP), Mr. Nicholas Felton, President of Fire Fighters Association, and Mr. Randolph Scott, representing the Concerned Classified City Employees' (CCCE) group all addressed the Commission and asked that the Commission explain what the rule amendments would accomplish. Chairman Craig expressed the Commission's appreciation for the comments regarding the rule amendments. Commissioner McClain then announced that he saw no reason to further amend the rules in light of the public comments. He then moved to ratify, affirm and adopt the amendments of Rule VI, Section 3.1 and Rule VI, Section 4.1 as submitted for amendment and adoption on November 3, 2014. The motion was seconded by Commissioner Cohn and approved unanimously.

Item #4 on the agenda was Classification and Compensation matters. Item #4(a) was Police Salary Recommendations. Director Hudson reminded the Commission that at the last commission meeting, they requested that the matter be deferred until the City Council has made a decision on its budget. She

informed the Commission that she was not aware of the Council's final decision on this matter. Mr. Hessler addressed the Commission urging them to support staff's recommendation. Mr. Schlesinger and Mr. Felton also spoke in support of staff's recommendation as well. Ms. Alexandra Norton, Service and Innovation Manager, addressed the Commission expressing support of a pay increase for commissioned police officers, but thought it would be premature to say what the increase should be over multiple years. Commissioner McClain moved to approve staff's recommendation and to submit it to the Council prior to their vote on December 1, 2014. The motion was seconded by Commissioner Clark and approved unanimously.

Item #4(b) on the agenda was a Citywide Compensatory Time Policy and amendment to Rule I (Definitions). Mr. Hagmann gave a brief explanation of what this new rule would accomplish. He stated that this new rule would permit compensatory time for exempt employees and allow departments to create their own compensatory time policy. Departments could choose to have a policy or not have one. The policy would limit the accumulation of compensatory time to 240 hours per year and require time to be used in whole day increments. He explained that a code would have to be created in the ADP system and that time would have to be used in that year it was earned or it would be lost at the end of the year. The second part of this item is an amendment to definitions to create a Fire Department leave day of nine hours and twelve minutes, which is consistent with their actual work day. Commissioner McClain expressed concern with the policy not being consistent across departments. Director Hudson informed the Commission that the Chief Administrative Office can either establish one policy for all departments or allow departments to set up their own policy. Chairman Craig expressed that the policy should be consistent across departments. Director Hudson agreed to look into the matter.

Item #4(c) on the agenda was a request from two Aviation engineers to appeal a decision not to include the Airport Operations Analyst job classification with the other previously adopted professional engineer pay plan amendments. Mr. Hagmann explained that in 2011, Aviation asked staff to rededicate the Airport Operations Analyst (Administrative) positions in order to recruit engineers. The Commission approved a hiring rate for that classification, which allowed Aviation to recruit engineers into the two specialty positions. Ms. Stolp added that engineers with the city did not receive that same increase when these Aviation positions received an increase. Mr. Frances Berger, Airport Operations Analyst (Engineering NPDES), addressed Commission requesting

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that his position and that of Mr. Kevin Spruell, Airport Operations Analyst (Engineering), be included in the recent hiring rate increase for engineers in the city and Sewerage and Water Board. Director Hudson informed the Commission that Aviation asked staff to perform a job study on the Airport Operations Analyst positions and asked the Commission to allow staff time to perform this job study before making a final decision. Ms. Renee Brunt, Aviation Personnel Manager, confirmed that Aviation requested that Civil Service staff review the Airport Operations Analyst position and that they are working with Civil Service to evaluate where the positions belong. Commissioner McClain moved to deny Mr. Berger's appeal due to the ongoing discussion relative to the appropriate compensation for these positions. The motion was seconded by Commissioner Wildes and approved unanimously.

Item #5 on the agenda was Recruitment and Selection Matters. Item #5(a) was examination announcements #8994 through #9011. On motion of Commissioner Wildes and seconded by Commissioner McClain, the announcements were approved unanimously.

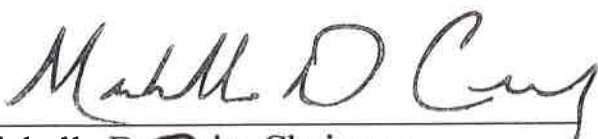
Item #6 on the agenda was the Ratification of Public Integrity Bureau (PIB) 60 Day Extension Requests. The Hearing Officer's recommendations on these requests were approved unanimously on motion of Commissioner McClain and seconded by Commissioner Wildes.

Item #7 on the agenda was Communications. Item #7(a) was a report on the status of back pay related to Hurricane Katrina as requested by Mr. Robert Gebrian. Director Hudson informed the Commission that staff submitted a letter to Mr. Andrew Kopplin, Chief Administrative Officer (CAO), and copied the Commission, in response to his letter addressing some of the city's concerns regarding the Commission's decision to approve this back pay. Ms. Sharonda Williams, City Attorney, informed the Commission that the City had received the response and that she would be drafting a response to that letter within the next couple of weeks. There was some discussion on who should be eligible to receive this back pay. Mr. Gebrian gave a brief overview of the events that led to the Commission's approval of the back pay in June of 2010 and suggested that the City Attorney check with the Chief Administrative Office for a cost estimate that was run in 2010. He suggested that the estimate should clarify who the affected employees are. Chairman Craig asked Ms. Williams to look into getting that document and forward it to the Commission.

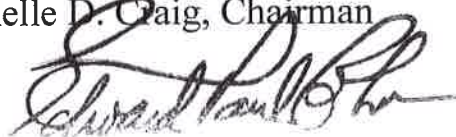
Item #7(b) on the agenda was an update on the status of Fire Fighters Association's request regarding New Orleans Fire Department employees working out of class. Mr. Hagmann informed the Commission that staff would be meeting with representatives of the Fire Department and ADP on getting the working out of class problem corrected. He explained that the Fire Chief is working to get staff the information needed to address the pack pay issue. Director Hudson added that staff and the Fire Department are working through the retroactive part of the request and that everyone is on the same page. Mr. Felton asked that a cut-off date be set.

Item #7(c) was a report on the ADP implementation process. Director Hudson addressed the Commission informing them that staff received an email regarding incorrect New Orleans Recreation Development Commission (NORDC) payroll checks. She explained that a number of checks were overpaid by thousands of dollars, in some cases one thousand and others were overpaid by three, four and five thousand dollars. She explained that staff continues to work with the city in order to assure that employees receive checks that are correct. Ms. Shelly Stolp, Personnel Administrator, explained that staff does not get to see the payroll side and that staff had asked for an audit feature so that they are able to see the payroll transactions. Mr. Norman Foster, Director of Finance, informed the Commission that a request was made to ADP to grant access of this audit feature to staff. He explained that the request has to first go before ADP's governance council. Mr. Foster also reported that the Commission's request for staff to be able to communicate directly with ADP had been taken care of and that he did not have any problems with staff being granted access to the audit feature. There was more discussion on the NORDC overpayments.

With no other communications to consider, on motion of Commissioner McClain and seconded by Commissioner Wildes, the Commission voted unanimously to adjourn the meeting at 12:58 p.m.



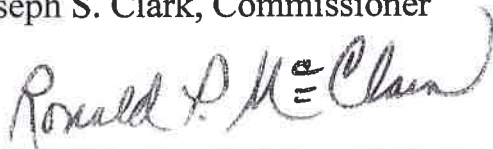
Michelle D. Craig, Chairman



Edward Paul Cohn, Vice-Chairman

Handwritten signature of Joseph S. Clark in cursive script.

Joseph S. Clark, Commissioner

Handwritten signature of Ronald P. McClain in cursive script.

Ronald P. McClain, Commissioner