

CIVIL SERVICE COMMISSION
REGULAR MONTHLY MEETING
MONDAY, MAY 20, 2013

The regular monthly meeting of the City Civil Service Commission was held on Monday, May 20, 2013 at 1340 Poydras Street, Suite 900. Present were Chairman Kevin W. Wildes, S.J., Commissioners Joseph S. Clark, Amy L. Glovinsky and Coleman D. Ridley, Jr. The Chairman convened the meeting at 10:01 a.m. and began by administering the oath to the new commissioner, Mr. Coleman D. Ridley, Jr., Xavier University's representative. The Commission completed the Docket portion of the meeting at 10:52 a.m. and began their recess. The Business Meeting convened at 11:19 a.m.

The first item on the agenda was the minutes of the April 15, 2013 meeting. The minutes were approved unanimously on motion of Commissioner Ridley and seconded by Commissioner Clark.

Item #2 on the agenda was a request from the Police Association of New Orleans (PANO) to address the Commission regarding employment practices affecting civilian employees within the New Orleans Police Department. Mr. Eric Hessler, representative of PANO, addressed the Commission on behalf of civilian employees of the Police Department. Mr. Hessler asked that the Civil Service Commission initiate an investigation into a series of ongoing complaints from these civilian employees. He explained that he had been receiving complaints regarding the employees' inability to receive promotions, working out of their job class and also some complaints of alleged discrimination. He expressed that PANO had addressed an issue regarding an employee working out of class and asked that the Commission conduct an investigation into these complaints. No action was taken by the Commission.

Item #3 on the agenda was Classification and Compensation matters. Item #3(a) on the agenda was a review of the emergency overtime pay rule change proposals. This item was deferred until the June 2013 Civil Service Commission meeting at the request of the administration.

Item #3(b) on the agenda was the creation of the Police Accounting Section Manager classification within the New Orleans Police Department (NOPD). Mr.

Robert Hagmann, Personnel Administrator, informed the Commission that staff was introducing four pay plan amendments for new job classifications and asked that the Commission approve each of them individually. Mr. Hagmann explained that the first amendment is to create the position of Police Accounting Section Manager, which would oversee the budget and special projects section of the Budget and Services Division of the NOPD. The request for the creation of this position is in response to a job study that finds the need for a specialty accounting type position for the NOPD. The pay grade established for this position is 84, with a minimum salary of \$55,102 per year. Mr. Hagmann informed the Commission that the Police Department is in support of this recommendation and asked for their approval. On motion of Commissioner Glovinsky and seconded by Commissioner Ridley, the creation of the Police Accounting Section Manager classification was approved unanimously.

Item #3(c) on the agenda was the creation of the new Police Academy Curriculum Developer classification within the New Orleans Police Department (NOPD). Mr. Hagmann informed the Commission that this second pay plan amendment is to create this position in direct response to the Department of Justice's consent judgment with the NOPD, which specifically requests the creation of such a position. This position would be created at pay grade 84, with a minimum salary of \$55,102. Mr. Hagmann asked the Commission's approval and informed them that the Police Department was in support of this recommendation. On motion of Commissioner Glovinsky and seconded by Commissioner Clark, the creation of the Police Academy Curriculum Developer classification was approved unanimously.

Item #3(d) on the agenda was the creation of the new Traffic Court Cashier Supervisor classification within Traffic Court. Mr. Hagmann informed the Commission that this third pay plan amendment is for a Traffic Court Cashier Supervisor position. The pay grade established for this position is 59, with a minimum salary of \$29,608. Mr. Hagmann asked for the Commission's approval and informed them that Traffic Court was in support of this recommendation. On motion of Commissioner Glovinsky and seconded by Commissioner Ridley, the creation of the Traffic Court Cashier Supervisor classification was approved unanimously.

Item #3(e) on the agenda was the creation of the new Airport Electrical Services Manager classification within the New Orleans International Airport. Mr. Hagmann stated that this fourth pay plan amendment would be at the Bureau Chief level and would require a Class A electrical license as well as some high level supervisory responsibilities. The pay grade established for this position is 90, with

a minimum salary of \$63,960. Mr. Hagmann explained that because trades positions are typically difficult to recruit at the minimum salary, staff is recommending a hiring rate at step 13, with a salary of \$74,242 annually. He further explained that if it is difficult to recruit at this rate, the salary can be raised to the midpoint of \$81,999 per year. Commissioner Glovinsky asked if there was any concern with a delay if the position is recruited at the initial hiring rate. Ms. Renee Brunt, Airport Services Manager, explained that there are some concerns regarding the delay and that the airport requested the higher rate because they had not been able to recruit effectively at the lower rate. Director Hudson explained that if they are not able to recruit at the hiring rate, it can be placed back on the agenda at the June meeting. On motion of Commissioner Glovinsky and seconded by Commissioner Clark, the creation of the Airport Electrical Services Manager classification with a hiring rate of \$74,242 was approved unanimously.

Item #3(f) on the agenda was a request from the New Orleans Health Department to hire above the minimum for the Public Health Nurse IV (Nurse Practitioner) position based upon superior qualifications as outlined in Rule IV, Section 2.7. Ms. Shelly Stolp, Personnel Administrator of Classification and Compensation, informed the Commission that the Health Department is in agreement with staff's recommendation to grant a hiring rate above the minimum based on extraordinary qualifications for Ms. Vidya Mandhare, Public Nurse IV (Nurse Practitioner), of \$85,112, 18.75% above the minimum. The hiring rate was approved unanimously on motion of Commissioner Glovinsky and seconded by Commissioner Clark.

Item #3(g) on the agenda was a request from the New Orleans Police Department to hire above the minimum for the Crime Laboratory Director position based upon superior qualifications as outlined in Rule IV, Section 2.7. Ms. Stolp informed the Commission that the Police Department is in agreement with staff's recommendation to grant a hiring rate above the minimum for Ms. Jessica Sims, Crime Laboratory Director (\$65,569, 12.5% above the minimum). The hiring rate was approved unanimously on motion of Commissioner Glovinsky and seconded by Commissioner Ridley.

Item #3(h) on the agenda was a request from Traffic Court to hire above the minimum for the Financial Operations Manager (Traffic Court) position based upon superior qualifications as outlined in Rule IV, Section 2.7. Ms. Stolp informed the Commission that Traffic Court is in agreement with staff's recommendation to grant a hiring rate above the minimum for Ms. Parvathy Mahesh, Finance Operations Manager (\$68,909, 12.5% above the minimum). The hiring rate was approved unanimously on motion of Commissioner Glovinsky and seconded by Commissioner Ridley.

Item #3(i) on the agenda was a request from the Fraternal Order of Police (FOP) to reclassify Sergeant Sidney Jackson's injury status from Worker's Compensation to Injured on Duty (IOD). Mr. Donovan Livaccari, attorney representing Sergeant Jackson, explained that Sergeant Jackson was injured in the course of making an arrest. He explained that Sergeant Jackson reported the injury in a timely manner and that a first report of injury was completed and forwarded. He further explained that, for reasons beyond Sergeant Jackson's control, the report was not submitted to Civil Service within the required 30 days. As the result of the report not being timely submitted, Sergeant Jackson was placed on Worker's Compensation as opposed to Injured on Duty (IOD). Ms. Stolp informed the Commission that Sergeant Jackson's injury qualified as IOD, but that it was classified as Worker's Compensation because it was not turned in timely. Commissioner Glovinsky moved to grant the reclassification of Sergeant Jackson's injury status from Worker's Compensation to Injured on Duty (IOD). The motion was seconded by Commissioner Clark and unanimously approved.

Commissioner Glovinsky then moved to grant the relief requested. The motion was seconded by Commissioner Ridley and unanimously approved.

Item #4 on the agenda was Recruitment matters. Item #4(a) was Examination Announcements #8823 through #8833. On motion of Commissioner Glovinsky, seconded by Commissioner Clark, the announcements were approved unanimously.

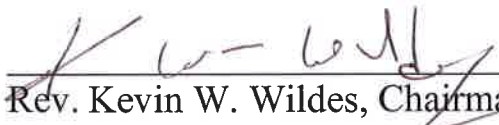
Item #5 on the agenda was the Ratification of Public Integrity Bureau 60-day extension requests. Mr. Donovan Livaccari, representing FOP, addressed the Commission concerning PIB extension requests. Mr. Livaccari expressed that law requires that good cause be shown to grant PIB extensions. He stated that the PIB regularly fail to show good cause for an extension, but that the extensions are never denied. Mr. Eric Hessler also addressed the Commission concerning PIB extension requests. He asked that the Commission come up with additional policies or standards to control these extension requests. Commissioner Glovinsky expressed that the Commission would speak with Mr. Ginsberg, Civil Service Hearing Officer, to get an understanding of his process and what the legal obligations are for the Commission. On motion of Commissioner Glovinsky and seconded by Commissioner Clark, the ratification of the Hearing Officer's recommendations on these requests was approved unanimously.

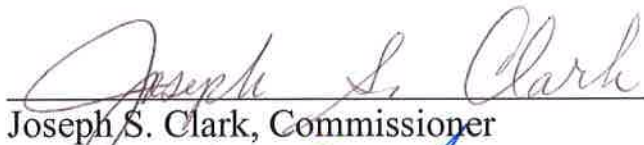
Item #6 on the agenda was Communications. Item #6 (a) was an update on ADP Payroll/Human Resources conversion and outsourcing project. Director Hudson informed the Commission that she had not received any communication on this item.

Item #6 (b) was an update from staff on the OIG compensatory time policy. Director Hudson informed the Commission that staff met with Ms. Suzanne Wisdom, counsel for the Office of Inspector General (OIG), and that Ms. Wisdom asked for time to review the report before it is placed on the agenda. Director Hudson explained that staff agreed and that the report should be on the agenda for the June meeting.

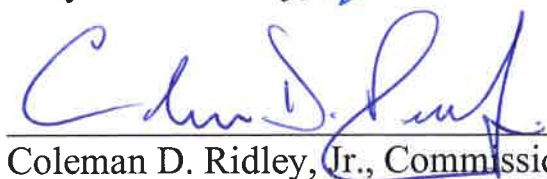
Item #6 (c) was a status update on a request from the Police Association of New Orleans regarding Integrity Control Officers within the Police Department. Director Hudson informed the Commission that a request was received from the Police Department's administration for additional time to review the questionnaires that were sent to them. Staff agreed to extend the time to June 1, 2013.

Next Chairman Wildes asked if there was any new business. With no new business, Director Hudson noted that there were no other communications to consider. On motion of Commissioner Glovinsky, seconded by Commissioner Clark, the Commission voted unanimously to adjourn the meeting at 11:46 a.m.


Rev. Kevin W. Wildes, Chairman


Joseph S. Clark, Commissioner


Amy L. Glovinsky, Commissioner


Coleman D. Ridley, Jr., Commissioner