

**Minutes of Regular Meeting of the  
Alexandria Civil Service Commission  
November 16, 2022 at 3:00 p.m.**

The meeting was called to order by Ms. Connie Baker at 3:00 p.m. The Pledge of Allegiance was recited. In attendance were Commissioners: Ms. Connie Baker, Ms. Terri Blaisdell, Mr. Michael Brewer, Mr. Donald Collins, and Mr. Charles Harvey. A quorum was present. Staff members present were: Ms. Leisa Lawson, Director of Civil Service; Ms. Mildred Price, Assistant Director of Civil Service; and Ms. LaKisha Dotson Valentine, Personnel Technician. Also present were: Ms. Monza Williams, Director of Human Resources; Mr. Charles Jones, Assistant Director of Human Resources; Ms. Alainna Mire, Counsel for the Commission, and Mr. Stacy Auzenne, Conflict Counsel for the Commission.

Ms. Baker read a statement regarding rights of the public to comment on matters on the agenda prior to action being taken on them, as required by the Louisiana Revised Statutes.

Ms. Baker presented the **minutes of special meeting held October 19, 2022** for approval. Mr. Harvey noted that at the October meeting, the Commission voted to appoint Mr. Doggett as special referee at the same hourly rate as Mr. Auzenne. Mr. Harvey asked whether Ms. Fuller is paid the same hourly rate as Mr. Auzenne. Ms. Mire stated she did not have that information available. She further noted that Ms. Fuller had a general contract with the City, while Mr. Auzenne had a specific contract with the Commission. A motion to approve the minutes as presented was made by Mr. Collins, and Mr. Brewer seconded. On vote, the motion carried.

Ms. Lawson and Mr. Jones reported on **filling vacant positions in the classified civil service**. As of October 31, 2022, there were 68 personnel requisitions in the Civil Service Department and 41 certified eligibility lists in Human Resources, with an average time of 44 days to forward a list to Human Resources. There was one (1) request to expand a certified eligibility list, and 29 personnel requisitions were closed during the month of October 2022.

Mr. Jones reported 35 candidates were selected by the Mayor in October 2022, which included 20 new hires, eight (8) promotions, two (2) transfers, four (4) provisional appointments, and one (1) demotion. No candidates declined employment offers during the month of October 2022.

Ms. Lawson presented the **Report on Special Assignments of Classified Employees**. She reported there were 11 special assignments shown on the October 2022 report. The Appointing Authority requested to extend two (2) special assignments for a period of 90 days. Mr. Harvey moved to extend the special assignments for a period of 90 days, and the motion was seconded by Ms. Blaisdell. On vote, the motion carried.

Ms. Baker requested a **Motion to Recess for Executive Session to Discuss the Settlement of the Appeals of Candice Saucier (Dockets Nos. 2021-03, 2022-02)**. Mr. Harvey moved to recess for executive session; Mr. Collins seconded. On roll call vote, the motion carried unanimously.

Mr. Brewer moved to exit executive session; Ms. Blaisdell seconded. On roll call vote, the motion carried unanimously.

Mr. Brewer moved to approved the settlement of the appeals of Candice Saucier (Docket Nos. 2021-03, 2022-02) as presented. Mr. Collins seconded. On vote, the motion carried.

Ms. Baker addressed the **Appeal of Timothy Leach (Docket No. 2022-03)**. Mr. Auzenne reported that the appeal had settled.

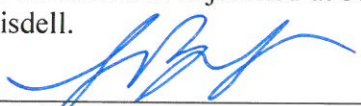
Ms. Lawson presented the **Director's Report**. She stated a special meeting would be set for November 28, 2022, to hear from the Segal Group regarding the classification and compensation study. She reported that the Civil Service Department had begun a soft launch of NEOGOV. Ms. Lawson thanked the Electric Distribution, Sanitation, Streets, and Traffic departments for their participation in the Students Exploring Career Opportunities event at the Randolph Riverfront Center.

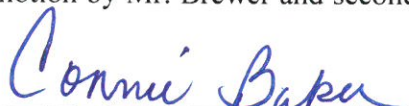
Ms. Lawson thanked Mayor Hall and Ms. Williams for their service to the City. She also recognized Ms. Valentine for her contributions to the Civil Service Department.

Ms. Baker thanked the Hall Administration for their service during the past four years. She stated a lot of progress has been made. Ms. Baker invited Ms. Williams to address the Commission. Ms. Williams asked the Commission about the Director's evaluation. Ms. Baker stated the December meeting time would be used for the Commission to speak with those employees identified by Ms. Williams to participate in the Director's evaluation.

There was no discussion under the **New Business (No action will be taken)** agenda item.

The Commission adjourned at 3:35 p.m. following a motion by Mr. Brewer and second by Ms. Blaisdell.

  
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Ms. Leisa Lawson  
Director of Civil Service

  
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Ms. Connie Baker  
Chairman