

Ms. Connie Baker  
Chairman  
Nominated by: Southern University

Mr. Michael Brewer  
Vice-Chairman  
Nominated by: Alexandria Bar  
Association



Mr. Charles Harvey  
Elected Employee Member

Ms. Terri Blaisdell  
Nominated by Louisiana Christian  
University

Mr. Donald Collins  
Nominated by: LSU of Alexandria

## **Alexandria Civil Service Commission**

### **City of Alexandria Civil Service Commission Agenda Regular Meeting August 16, 2023 at 4:30 p.m.**

**City Council Chambers  
915 3rd St.  
Alexandria, LA 71301**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments Announcement
5. Approval of Minutes of Regular Meeting Held June 21, 2023
6. Approval of Minutes of Special Meeting Held July 26, 2023
7. Report on Filling Vacant Positions in Classified Civil Service
  - a. By Civil Service Staff
  - b. By Human Resources
8. Report on Special Assignments of Classified Employees
9. Request to Adopt Classification and Classification Specification, and Assign Pay Grade:
  - a. Utility Line Locator
  - b. Field Services Office Technician
10. Request to Retitle Classification and Amend Classification Specification
  - a. Legal Secretary to Legal Assistant
11. Request for Reallocation:
  - a. Engineering Technician II, Utility Services to Utility Line Locator
  - b. Clerical Specialist, Customer Field Services to Field Services Office Technician
  - c. Clerical Specialist, Legal to Legal Assistant
  - d. Compensation Analyst, Civil Service to Examination Analyst
12. Request to Advertise and Hire within the Range for Superintendent, Electric Distribution



13. Request to Amend Classification Specification and Apply Alexandria Civil Service Rule XV and Louisiana State Civil Service Rule 6.16.2

- a. Assistant Director, Planning
- b. Assistant Director, Civil Service

14. Director's Report

15. New Business (No action will be taken)

16. Adjourn

“Any classified employee may participate at any meeting that he chooses to do so. Specifically, the right of the classified employee shall not be altered, modified, or limited by any policies or directives of the employee's supervisor, department head, division head, and member of the administration, and/or the Appointing Authority. The classified employee is free to voice any concerns that fall within the jurisdiction of the Commission. However, should the employee wish to lodge a complaint or grievance, he must comply with Rule II § 1.10.” Alexandria Civil Service Rule II § 1.4.