

**Minutes of the Regular Meeting
Alexandria Civil Service Commission
April 16, 2025, at 4:30 p.m.**

The meeting was called to order by Ms. Connie Baker at 4:30 p.m. The Pledge of Allegiance was recited. In attendance were Commissioners: Mr. Donald Collins, Mr. Paul Lafleur, Mr. Charles Harvey, and Ms. Terri Blaisdell. A quorum was present. Staff members present were: Ms. Mildred Price, Director of Civil Service; Ms. Toria Banks, Examination Analyst; and Ms. Cherrymae Fontenot, Examination Analyst. Also present were Ms. Lisa Harris, Director of Personnel, and Ms. Misty Antoon, Counsel for the Commission.

Ms. Baker read a statement regarding the 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 addressed the agenda item, **Approval of Minutes of the Regular Meeting Held on March 19, 2025**. Mr. Collins moved to approve the minutes as presented, and Mr. Lafleur seconded. On vote, the motion carried unanimously without opposition.

Ms. Price reported on **filling vacant positions in the classified Civil Service**. As of March 31, 2025, there were 57 personnel requisitions in the Civil Service Department. Civil Service received 160 applications and transmitted 47 certified eligibility lists to Human Resources during the month of March. Twenty-eight personnel requisitions were closed during March.

Ms. Harris reported on the Human Resources report. The Mayor selected twenty-eight (28) candidates in March, which included twenty (20) new hires, six (6) promotions, one (1) transfer, and one (1) demotion. Three (3) candidates declined employment offers during March 2025.

Ms. Price presented the **Report on Special Assignments of classified employees for March**. Ms. Price stated there are currently no extensions requested on special assignments. The report has been provided for review.

Ms. Baker addressed the agenda item: **Request to Amend the Classification Specification for GIS Manager**. Ms. Price stated that Civil Service received a request to amend the classification specification for GIS Manager in the Planning Division. She stated the proposed amendment will remove the requirement to obtain a Class D driver's license within one month of hire. Civil Service concurs with the proposed amendment. Ms. Blaisdell moved to amend the classification specification, removing the requirement to obtain a Class D license. Mr. Harvey seconded the motion. Upon vote, the motion carried unanimously without opposition. No public comment.

Ms. Price presented the **Director's Report**. Ms. Price reminded the Commissioners of the upcoming appeal of Stacy Hair on May 21, 2025, at 2:30 pm. Ms. Price stated Mr. Auzenne will be providing an update on the Morris appeal and will advise on the next steps. Ms. Price stated Civil Service will be participating in a recruitment event sponsored by United Way on April 17, 2025, at the Bolton Ave community center. She stated Civil Service will be participating in the CLTCC open house at the Advanced Manufacturing Center on Thursday, April 17, as well. She stated that the Superintendent of Maintenance of Public Buildings and the Director of Utilities

will be present with Civil Service. Ms. Price asked the Commissioners if their schedule permits scheduling a special meeting for classification actions between the next two meetings. After the discussion, the Commission agreed to a special meeting on June 4, 2025, at 4:30 pm.

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

The Commission adjourned at 4:45 p.m. following a motion by Mr. Collins and seconded by Mr. Lafleur.



Ms. Mildred Price
Director of Civil Service



Ms. Connie Baker
Chairman