

**Minutes of the Regular Meeting
Alexandria Civil Service Commission
July 15, 2026, at 4:30 p.m.**

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

A moment of silence was observed.

Mr. Collins 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.

Mr. Collins addressed the agenda item: **Approval of Minutes of the Regular Meeting Held on June 17, 2026.** Mr. Lafleur moved to approve the minutes as presented, and Ms. Baker seconded. On a vote, the motion carried unanimously, with no opposition and no public comment.

Ms. Price reported on **filling vacant positions in the classified Civil Service.** As of June 30, 2026, there were 63 personnel requisitions in the Civil Service Department. Civil Service received 279 applications and transmitted 39 certified eligibility lists to Human Resources during the month of June. There were 11 personnel requisitions closed.

Ms. Price reported on the **Human Resources report.** The Mayor selected nineteen (19) candidates in June, which included fourteen (14) new hires and five (5) promotions. Four (4) applicants declined employment in June.

Ms. Price presented the **Report on Special Assignments of classified employees for June.** Ms. Price stated that the Administration has requested an extension of two special assignments for an additional 90 days. Ms. Blaisdell moved to extend the special assignments. Mr. Lafleur seconded. Upon the vote, the motion carried unanimously with no opposition. No public comment.

Mr. Collins addressed agenda item: Request per the Administration to advertise and hire Customer Service Representatives above the minimum. Ms. Price stated Civil Service received a request from the Administration to advertise and hire the Customer Service Representative Classification in the Finance Division, above the minimum at the special entrance rate of \$ 31,203.28, which is the midpoint. The Customer Service Department has had difficulty retaining and recruiting applicants for the classification. There has been high turnover and retention difficulties in the department. Ms. Price stated they are budgeted for eleven and have two filled at this time. The administration has requested to hire at the midpoint of the range to attract qualified applicants. Ms. Price stated Civil Service concurs with the request. Finance/Budget has approved addressing current employees as well. Ms. Price stated that

internal equity has been reviewed according to budget approval. Mr. Harvey moved to approve hiring the Customer Service Classification above the minimum at the special entrance rate. Ms. Blaisdell seconded. Upon the vote, the motion carried unanimously with no opposition. No public comment.

Ms. Price presented the Director's Report. Ms. Price stated that an Electrician has been hired. She stated it is a single classification in Maintenance of Public Buildings. Ms. Price thanked the Commissioners for approving hiring within the range back in March.

Ms. Price provided an update to the Commissioners stating the Morris appeal in the 9th JDC was continued until August 3, 2026, confirmed by the Clerk's office.

Ms. Price informed the Commissioners about the Employee Representative Elections that would be taking place on August 5, 2026, from 7 am to 5 pm at the City Compound in the Employees Facility. Ms. Price reported there were three nominations submitted. Two were qualified, and one was not. She stated the two qualified employees' names will be on the ballot for employees to vote on their selection. She stated voting machines have been reserved for the voting process. She stated the selected employee will be sworn in at our next meeting after August 15, 2026.

Ms. Price reminded the Commissioners about the annual training that is due on December 31, 2026.

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

The Commission adjourned at 4:38 p.m. following a motion by Mr. Harvey and seconded by Ms. Blaisdell.



Ms. Mildred Price
Director of Civil Service



Mr. Donald Collins
Vice Chairman