

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#); [Kevin Wildes](#); [Lisa M. Hudson](#)  
**Cc:** [Alexandra T. Norton](#)  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined  
**Date:** Wednesday, April 23, 2014 2:30:04 PM

---

It does

Lisa would you address and re order the agenda appropriately?

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Wednesday, April 23, 2014 2:25 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined

Thanks.

I understood that to be the case.

However, it appears that your agenda both from last Monday and for next somehow, not at our request, separates the minimum wage increase from the GPTW initiative and calls it out separately. It still appears that way on Monday's agenda. All we are asking is that it be included with the GPTW items when the agenda for the next meeting to cover the GPTW proposal, after Monday the 28<sup>th</sup>, is set.

Hope this makes sense.

Andy

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 23, 2014 1:52 PM  
**To:** Andrew D. Kopplin; Kevin Wildes; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined

Andy

Just to be clear, the meeting next Monday (28<sup>th</sup>) is to accomplish all of the other items on the agenda from last Monday, besides the GPTW initiative, which were not accomplished.

We plan to hold additional meetings for further input on the GPTW initiative.

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**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Wednesday, April 23, 2014 1:44 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** FW: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date

not yet determined

Fr. Wildes and Lisa—

Please see the request below regarding your upcoming agendas.

Thanks

Andy

**To: Civil Service Commission**

**From: Andrew Kopplin, Deputy Mayor and Chief Administrative Officer**

**Date: April 23, 2014**

**Re: Request to appear on the Special Civil Service Commission Agenda**

In follow up to the modifications of the April 21, 2014 Civil Service Commission Agenda, please accept this as an official request for Item 1 below regarding the request to increase the minimum wage to \$10.10 per hour be placed on the upcoming special Civil Service Commission meeting agenda because it is part of the Great Place to Work Initiative. We request this item is removed from the general business meeting rescheduled for Monday, April 28, 2014. On the special agenda meeting, the two items we request are as follows:

1. Request to increase the minimum wage for all city employees to \$10.10 per hour as part of the Great Place to Work Initiative.
2. Request to accept the City's proposal for a package of City Civil Service Commission Rule revisions in order to accomplish the goals of the Great Place to Work Initiative and Continuation of (c) Public Comment and (d) Debate and discussion by the Commission. We would appreciate the opportunity to correct any factual errors presented and our legal counsel's opinion in part (d). Attached please find the most current proposal for your review and feedback prior to the meeting.

Thank you for your assistance in this matter.

Sincerely,

Andy Kopplin

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Date:** Tuesday, December 10, 2013 11:51:28 AM  
**Sensitivity:** Confidential

---

Andy

May I make a suggestion? Send Alexandra to speak on behalf of Neogov

Here is Lisa's view of the history:

Update on NEOGOV:

- We met with Alexandra, Allen Square and a City Attorney last week. We received a "memorandum of understanding" to sign instead of a "cooperative endeavor agreement." We were ok with most of it. I gave a copy to Gilbert to review.
- The meeting started off promising but then Allen came late and started listing the reasons he is still not comfortable signing the agreement.
- The City Attorney agreed to set up a meeting with Allen, Alexandra, **Neogov**, Amy and I to discuss some of the concerns expressed by all of us. **I am still waiting to hear back about the date of that meeting.**
- Allen wants the item on the agenda because he wants a commitment from the Commission that the staff will have Neogov implementation completed by Jan. 31<sup>st</sup>. **He did not consult with us on that proposed deadline.**

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Please advise

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Re: Ron McClain  
**Date:** Sunday, December 08, 2013 11:11:25 PM

---

K. Just got home from the game. Work never ends

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Dec 8, 2013, at 11:00 PM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

How about 8 a.m., unless you want to call earlier. Any time after 730. Go Saints!

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, December 08, 2013 1:25 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE: Ron McClain

Sure..what time is first thing?

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Sunday, December 08, 2013 1:11 PM  
**To:** Kevin Wildes  
**Subject:** Re: Ron McClain

Ok. What about first thing in the am?

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, December 08, 2013 01:02 PM Central Standard Time  
**To:** Andrew D. Kopplin  
**Subject:** Re: Ron McClain

Today is lousy. Have been out helping in a couple parishes, on my way to the Christmas concert then the saints.

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Dec 8, 2013, at 10:20 AM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

Ok. If you have a chance today, we should talk by phone re the agenda for the meeting on the 16<sup>th</sup> as we've made a couple requests to Lisa that I'd like to explain to you, and I suspect she will seek permission to post an

agenda tomorrow.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Saturday, December 07, 2013 9:18 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE: Ron McClain

I will have Gail set up a call for next week

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Thursday, December 05, 2013 4:18 PM  
**To:** Kevin Wildes  
**Subject:** FW: Ron McClain

You have a new colleague on the Commission; Mayor and I are meeting with him Monday morning. More when we talk.

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE:  
**Date:** Thursday, October 17, 2013 10:42:29 AM

---

Sure...good day for me. Call. Leave a message if I miss you and I ll call back

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Thursday, October 17, 2013 10:41 AM  
**To:** Kevin Wildes  
**Subject:** RE:

Good luck. Let's talk on Saturday. I will have lex brief Michelle in the meantime.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Thursday, October 17, 2013 9:43 AM  
**To:** Andrew D. Kopplin  
**Subject:**

Got your message.

Our Board is meeting today and tomorrow. Finishes at noon Friday. Am around all weekend.

(I may be out of a job by tomorrow, since I serve without contract, so I could go to work for you full time!)

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Date:** Tuesday, September 24, 2013 10:25:23 AM

---

Can we chat sometime about a new nominee to the Commission?

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** FW: Notice of Resignation from Civil Service Commission  
**Date:** Thursday, September 19, 2013 1:44:27 PM

---

Fyi.....

Let me know any suggestions you have as Amy was nominated by Loyola

-----Original Message-----

From: Amy Glovinsky [<mailto:aglovinsky@yahoo.com>]  
Sent: Sunday, September 15, 2013 9:17 PM  
To: Kevin Wildes  
Subject: Notice of Resignation from Civil Service Commission

Kevin - In your capacity as Chair of the Civil Service Commission, please accept this as notice of my resignation from the Commission. Thank you for your leadership and for the opportunity to have served. I trust this notice is sufficient, but please advise if you need a document bearing my handwritten signature. Please confirm receipt of this email.

Best regards,  
Amy L. Glovinsky



**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: Proposed Rule Changes  
**Date:** Monday, September 16, 2013 7:57:55 PM

---

We need to talk

Amy resigned. She is the Loyola nominee.....

-----Original Message-----

From: Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
Sent: Friday, September 13, 2013 2:26 PM  
To: Kevin Wildes  
Subject: FW: Proposed Rule Changes

-----Original Message-----

From: Joycelyn E. Christopher  
Sent: Friday, September 13, 2013 12:49 PM  
To: Lisa M. Hudson  
Cc: Andrew D. Kopplin; Courtney Bagneris; Joycelyn E. Christopher  
Subject: Proposed Rule Changes

Dear Ms. Hudson,

Please find a letter from Deputy Mayor Kopplin, addressed to the Civil Service Commission, regarding the Proposed Rule Changes.

Please forward the attachment to the Commissioners at your earliest convenience.

Thanks for your cooperation.

Joyce Christopher

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Re: michelle craig was appointed to the commission by the council today  
**Date:** Thursday, June 20, 2013 4:23:20 PM

---

Thanks

kw,sj  
504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Jun 20, 2013, at 5:21 PM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

*Michelle Denice Craig*  
*Partner*  
*Adams and Reese LLP*  
*701 Poydras, Suite 4500*  
*New Orleans, LA 70139*  
*Phone: (504)585-0441*  
*Fax: (504)586-7929*  
[michelle.craig@arlaw.com](mailto:michelle.craig@arlaw.com)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, June 20, 2013 4:19 PM  
**To:** Andrew D. Kopplin  
**Subject:** Re: michelle craig was appointed to the commission by the council today

Thanks. Good news. Do you have/can someone send me her email or phone? I'll reach out to her

kw,sj  
504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Jun 20, 2013, at 5:08 PM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Re:  
**Date:** Saturday, May 25, 2013 8:37:33 AM

---

Thanks. Lets talk next week about the timing for all this. Then I Ill follow up with the others.

I am back Tuesday. 8 days is a long time for me to be quiet! But it has been good.

kw,sj

504-415-3698

Sent from my iPhone,which misspells and changes many of my words, this email is considered confidential.

On May 25, 2013, at 8:28 AM, "Andrew D. Kopplin" <akopplin@nola.gov> wrote:

> Hah! No wonder. I was getting worried about you.

>

> I told them to extend the contract thru september per your instructions to Lex. Hope that's ok.

>

> Kimbrough was supposed to have submitted his nominees by yesterday. If he did we can have the new member seated by June meeting.

>

>

>

> ----- Original Message -----

> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

> Sent: Saturday, May 25, 2013 08:17 AM

> To: Andrew D. Kopplin

>

> Yo. Just heard your message. Am away in my 8 day retreat ( prayer. No talking. No phone. I have permission for email once a day).

>

> The commission did not have a conversation about legal. Go ahead and process the contract.

>

> What's up with getting us another member?

>

> kw,sj

> 504-415-3698

> Sent from my iPhone,which misspells and changes many of my words, this email is considered confidential.

>

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** ?  
**Date:** Monday, May 06, 2013 2:53:51 PM

---

Andy

I got your call...am traveling and will call later.

One quick question regarding the legal contract for CS: who is the client? Is it the office or the Commission or both?

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Re: Please see attached letter of resignation from the NO Civil Service Commission  
**Date:** Monday, April 29, 2013 4:53:25 PM

---

Just let me know what you need

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Apr 29, 2013, at 4:41 PM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

got it. will circle up over here and get back with you.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, April 29, 2013 3:16 PM  
**To:** Andrew D. Kopplin  
**Subject:** FW: Please see attached letter of resignation from the NO Civil Service Commission

Call Walter! Then I ll call him

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Monday, April 29, 2013 2:57 PM  
**To:** Amy Glovinsky; Joseph S. Clark; Kevin Wildes; Ridley, Coleman  
**Subject:** FW: Please see attached letter of resignation from the NO Civil Service Commission

FYI

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
(504) 658-3504

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Date:** Monday, April 29, 2013 2:35:55 PM

---

We have another opening on CS commission. Debra Nevie u has resigned

kw,sj

504-415-3698

Sent from my iPhone,which misspells and changes many of my words, this email is considered confidential.

**From:** [Michael G. Sherman](#)  
**To:** [Andrew D. Kopplin](#); [Michael G. Sherman](#); [Emily S. Arata](#)  
**Subject:** RE: [Fwd: Nominees City Civil Service Commission]  
**Date:** Wednesday, March 20, 2013 1:06:24 PM

---

Got it.

-----Original Message-----

From: Andrew D. Kopplin  
Sent: Wednesday, March 20, 2013 1:03 PM  
To: Michael G. Sherman; Emily S. Arata  
Subject: FW: [Fwd: Nominees City Civil Service Commission]

Fyi. Dr. Francis's nominees were submitted on March 15.

-----Original Message-----

From: Dr. Norman C. Francis [<mailto:nfrancis@xula.edu>]  
Sent: Wednesday, March 20, 2013 11:50 AM  
To: Andrew D. Kopplin  
Cc: [pres@loyno.edu](mailto:pres@loyno.edu); [bergeron@loyno.edu](mailto:bergeron@loyno.edu)  
Subject: [Fwd: Nominees City Civil Service Commission]

Dear Andy,

Father Kevin Wildes of Loyola asked me to forward Xavier's Civil Service nominees to you ASAP.

See the attached documents.

Call if you have questions.

Kay

Karen Watkins  
for  
Dr. Norman C. Francis  
President  
Xavier University of LA  
1 Drexel Drive  
New Orleans, LA 70125  
(504) 520-7541

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE:  
**Date:** Wednesday, March 13, 2013 9:01:38 PM

---

Some day remind me to tell you a story of how one Jesuit institution (Fordham Prep) benefited from some really bad stuff the Vatican Bank had done. Long story made short, Franklin Bank in NYC had done deals with the Institute for Religious Works (name of the V Bank). Franklin also held the mortgage on Fordham Prep's new building. Franklin was also on the short end of a deal with the Vatican Bank. Franklin needed cash and to clean things up, they allowed Fordham to pay off the mortgage for some ridiculously low rate if they could raise the money in a year. They did.

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Wednesday, March 13, 2013 8:52 PM  
**To:** Kevin Wildes  
**Subject:** Re:

Good point. That may be tougher than reforming the vatican. But if you need someone to fix the Vatican Bank, you can deputize me for that job.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, March 13, 2013 08:49 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE:

But then who would take care of Civil Service for you?

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Wednesday, March 13, 2013 8:48 PM  
**To:** Kevin Wildes  
**Subject:** Re:

Perfect. Still got the wrong guy!

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, March 13, 2013 08:36 PM  
**To:** Andrew D. Kopplin  
**Subject:**

Note the first line of the article..

<http://www.forbes.com/sites/johnbaldoni/2013/03/13/pope-francis-jesuit-to-the-rescue>

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: Meeting  
**Date:** Friday, February 22, 2013 10:44:00 PM

---

FYI,

I am going to talk with David and Fred and tell them to sit down and come up with a plan that will pass legal review. Once they come up with a plan, we can pull in everyone else and finish it. And, then, we can move it through the Commission.

-----Original Message-----

From: Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
Sent: Wednesday, February 20, 2013 9:02 PM  
To: Kevin Wildes  
Subject: Meeting

The meeting should include me, Lex, Erica Beck and Elizabeth Robins from the city's law department, Allen Square, yourself, Amy G, and Fred. I never got a chance to pass that info on to Gayle. Joyce in my office can coordinate our folks.

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: Proposed C.S. Rule change regarding Overtime  
**Date:** Friday, December 21, 2012 8:00:56 PM

---

ummm....let me look into this.

I thought that what they were going to do was gather information from other jurisdictions first and bring them back to us.

Give me a call when you can. I have worked out a plan for moving forward on the reform agenda

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Friday, December 21, 2012 3:28 PM  
**To:** Kevin Wildes  
**Subject:** FW: Proposed C.S. Rule change regarding Overtime

---

**From:** Ryan F. Berni  
**Sent:** Friday, December 21, 2012 3:23 PM  
**To:** Andrew D. Kopplin  
**Subject:** FW: Proposed C.S. Rule change regarding Overtime

**Ryan F. Berni**  
Communications Director  
Office of Mayor Mitch Landrieu

---

**From:** Mary G. Pettingill  
**Sent:** Friday, December 21, 2012 11:44 AM  
**To:** Judy R. Morse; Emily S. Arata; Ryan F. Berni  
**Cc:** Katie E. Spillman; Matthew J. Averill  
**Subject:** FW: Proposed C.S. Rule change regarding Overtime

FYI

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**From:** Doddie K. Smith  
**Sent:** Friday, December 21, 2012 11:32 AM  
**To:** Allison M. Lee; Barbara P. Coulon; Carolyn B.Blackman; Cheryl Adams; Cheryl S. McKey; Cheryl W. Bean; Christina Hamilton; Claudia Riegel; Courtney Bagneris; Debra L. Jones; Deidre A. Howard; Deloise M. Brinson; Denise Steudlein; Donise W. Smith; Elliott Perkins; Erdwin Fuentes; Estelle J. Speech; Florietta M. Stevenson; John D. Gagliano; Joseph P. Lieteau; Kisha L. Gaudin; Lary Hesdorffer; Linda Copeland; Linda G. Blackburn; Lois B. Williams; Mary G. Pettingill; Lydia A. Glapion-Days; [ccarmon@noma.org](mailto:ccarmon@noma.org); Melvin D. Baker; Rene T. Hollins; Renee Brundt; Rhonda L. Sidney; Samuel Stoute; Shirley A. Taylor; Stephanie M. Landry; Stephanie Schnell; Suzanne Wisdom; Vickie Saulny; Yolanda Beavers; Yolanda Wilson; Karen S. Jenkins  
**Cc:** Lisa M. Hudson  
**Subject:** Proposed C.S. Rule change regarding Overtime

Please find attached a draft of the proposed amendment to Rule IV, Section 9.8, related to

emergency overtime pay, that was introduced at the December 17 Commission meeting. Please review and respond with any input your department may have on this matter.

Thanks,

Doddie Smith

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Cc:** [Kevin Wildes](#)  
**Date:** Tuesday, December 18, 2012 1:43:26 PM

---

Andy

Can someone send me, electronically, a clean copy of the Civil Service reform proposal?

thanks



**Celebrating our Past, Embracing the Future**

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: ?  
**Date:** Monday, August 06, 2012 8:01:13 PM

---

thanks!

-----Original Message-----

From: Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
Sent: Monday, August 06, 2012 4:19 PM  
To: Kevin Wildes  
Subject: RE: ?

Sending you a letter shortly.

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
Sent: Monday, August 06, 2012 3:37 PM  
To: Andrew D. Kopplin  
Subject: ?

Ok. What should I do about the Civil Service hearing officer? We are about out of\$

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Fwd: Information regarding the Budget for the Appeals Process  
**Date:** Monday, August 06, 2012 10:09:16 AM

---

?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

Begin forwarded message:

**From:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Date:** August 6, 2012 10:30:43 AM EDT  
**To:** "Kevin Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** "Dana Douglas" <[dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)>, "Amy Glovinsky" <[aglovinsky@yahoo.com](mailto:aglovinsky@yahoo.com)>, "Debra Neveu" <[dneveu@dillard.edu](mailto:dneveu@dillard.edu)>, "Joseph S. Clark" <[jclark@neworleanspubliclibrary.org](mailto:jclark@neworleanspubliclibrary.org)>  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Father Wildes:

I just received a call from Jay Ginsberg asking if he should continue with hearings. Based upon your last email regarding your discussion with Mr. Kopplin, I am inclined to tell him to continue with them. Please let me know if you agree.

Thanks,

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
City of New Orleans  
(504) 658-3504

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:42 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Thanks Kevin!

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 1:40 PM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I was told by Andy Kopplin that there would be supplement for Jay's budget.

I will email, and cc everyone, to be sure this is communicated and acted upon asap

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:35 PM  
**To:** Kevin Wildes; 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Kevin:

We learned at today's meeting that Jay's budget is currently exhausted. The budget of the court reporters is also either close to being exhausted or completely exhausted. Jay asked for our direction as to whether to continue hearing appeals or to delay all hearings until January. You may remember that he continued hearing last year despite exhausting the budget before the end of the year and was reimbursed in January. That is part of the reason we are in the position we are in now. We need to decide whether to do the same (which will cause another shortfall next year) or to just delay the hearings which I am sure is going to get some attention from the employees and from the administration—although perhaps that will press upon everyone the urgency of the situation we are facing. Jay will continue to do hearings until Friday but would like some direction from us going forward. Currently, there are hearings scheduled through October.

Should we have a brief meeting upon your return to discuss? If so, we would still need to decide what to do in the interim and until we are able to meet.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 8:37 AM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

there was a first response, shortly after I sent the letter to the CAO and it basically was "let me look into this".

That was the last I heard. I reached out again this AM

kw,sj

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 7:35 AM  
**To:** 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'; Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I know we sent out a letter regarding our general budget concerns? Did we send a notification to the CAO that our hearing officer's budget would be exhausted by the end of this month as well? Has there been any response to that?

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Wednesday, June 27, 2012 4:24 PM  
**To:** Amy Glovinsky; Dana Douglas; Debra Neveu; Joseph S. Clark; Rev. Kevin Wildes  
**Subject:** Information regarding the Budget for the Appeals Process

Dear Commissioners:

Jay Ginsberg has informed me that he believes that his contract will be exhausted by the end of July. Based upon our analysis, he is correct. In addition, we may need further funding for our court reporters as well. Please see the chart below:

Contractor	Intended 2012 Contract Amount	2012 Contract Amount after "Holdback" Reduction	Amount Expended Through June 2012	Current Balance left on contract	On track to spend based on current spending *	Difference or Amount Needed for rest of 2012 *
Gilbert Buras (Counsel)	33,000	25,500	13,808	11,692	26,616	1,116

Jay Ginsburg (Hearing Officer)	46,000	30,000	23,463	6,537	46,926	16,926
Associated Reporters	10,000	7,700	4,534	3,166	9,068	1,368
Superior	14,500	11,200	9,581	1,169	19,162	7,962
Totals:	103,500	74,400	51,386	22,564	101,772	27,372

\*Note that these are very rough estimates and the need for additional funding could increase depending on the number of hearings, legal analysis needed, unexpected lawsuits, etc...

\*Please also note that in some instances funds from this year's budget were used to pay cost overruns from last year's budget.

Other Budget Concerns:

• We have received an invoice for payment for the NEOGOV Applicant tracking system. We did not receive funding in our budget for the amount necessary to make the payment.

• We have just been informed by an analyst in our Recruitment Division that she is resigning effective July 11, 2012. This position is considered crucial primarily because it handles the Police Recruitment process as well other examinations, I will ask to have this position replaced. In the meantime, we are in discussions with the Police Department about closing the exam and we may need to close other exams as well due to limited staffing levels in Recruitment.

As background information, I have attached prior memorandums which explain our anticipated budget concerns for 2012.

I will prepare a memorandum to Andy Kopplin to request additional funding for our appeals process, the NEOGOV applicant tracking system and funding for recent vacancy in the Recruitment Division.

Also, please note that I am scheduled to be out of the office next week, so please feel free to contact Robert Hagmann at 658-3520 if you have any questions or concerns regarding our budget.

*Lisa M. Hudson*

Personnel Director

Civil Service Department

City of New Orleans

(504) 658-3504



**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: Requests  
**Date:** Tuesday, July 31, 2012 8:44:48 AM

---

thanks!

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Monday, July 30, 2012 11:24 AM  
**To:** Kevin Wildes  
**Subject:** Re: Requests

Yes. We will need to negotiate the neogov issue and the additional hire as potential offsets, but we agree hearings shouldn't stop. Although we should change the rules to reduce their frequency and cost!

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Monday, July 30, 2012 10:42 AM  
**To:** Andrew D. Kopplin  
**Subject:** RE: Requests

thanks

can I communicate that to the Commissioners? Will Lex or Allen?

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Monday, July 30, 2012 10:10 AM  
**To:** Kevin Wildes  
**Subject:** Re: Requests

Yes, I discussed w Lex and Allen Sq last week. We shld be able to help on hearing off.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Monday, July 30, 2012 08:35 AM  
**To:** Kevin Wildes <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>; Andrew D. Kopplin  
**Subject:** RE: Requests

Andy

I don't mean to be a pest, but any thoughts on my June letter? the budget for the hearing officer is just about exhausted and this will just bring the process to a standstill

many thanks!

kw,sj

---

**From:** Kevin Wildes  
**Sent:** Friday, June 29, 2012 11:03 AM  
**To:** Andrew D. Kopplin  
**Cc:** Kevin Wildes

**Subject:** Requests



## OFFICE OF THE PRESIDENT

Celebrating our Past, Embracing the Future

Mr. Andrew D. Kopplin  
Mayor's Office  
New Orleans City Hall  
1300 Perdido St.  
New Orleans, LA

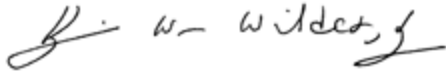
Dear Andy,

I am writing to ask your immediate assistance with funding to the Civil Service budget.

- The most important issue, in my mind, is to restore funding that will allow us continue to pay expenses related to processing employee appeals, including expenses for the hearing examiner and court reporter contracts. Without additional funds, we will not be able to continue this constitutionally mandated function. One way this can be done is to restore the “holdback” amount from our *Other Operating Budget*. We are anticipating that by the end of July, we will not have enough funding to continue the appeals process for the rest of the year. At this time, we are requesting the restoration of the “holdback” amount of \$32,456 mandated earlier this year.
- Allow us to replace the Management Development Analyst I position currently occupied by Enid Fahrenholt. Ms. Fahrenholt is resigning her position effective July 11, 2012. This position is *primarily responsible for Police Recruit applicant processing* as well as a number of other examinations. We are asking for your expedited budgetary approval of this form at this time to mitigate the potential impact of examination closures due to the loss of this key position. In addition, please note that we believe we have adequate funds in our personal services budget to support approval of this requisition.
- Grant us funding to pay the invoice for NEOGOV which amounts to \$25,599. This will allow us to resume the licensing of NEOGOV software which is set to expire at the end of the 2<sup>nd</sup> quarter of 2012. The NEOGOV system will allow us to continue our efforts to modernize the current application process and leverage efficiencies around the city's employment procedures. It will reduce mailing and copying costs for the City. Further, with its on-line application and processing capabilities, NEOGOV will help the City attract the best candidates for job openings.

Your help and cooperation on these matters would be appreciated. Please contact me if I can provide any additional information or if I can be of assistance to you

With best wishes,



Kevin Wm. Wildes, S.J., Ph.D.      29 June 2012  
President

---

6363 St. Charles Avenue, Campus Box 9, New Orleans, LA 70118 | Telephone: 504.865.3847 | [www.loyno.edu](http://www.loyno.edu)

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE:  
**Date:** Tuesday, June 05, 2012 6:28:39 PM

---

My Office got a call saying it was cancelled and would be rescheduled.....unless Gail is lying to me!

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Tuesday, June 05, 2012 6:27 PM  
**To:** Kevin Wildes  
**Subject:** RE:

This meeting was not cancelled! It is being rescheduled. I had hoped that we would just move it up by half an hour.

As usual, the Mayor's schedule has ruined mine. And, as usual, I suspect you and Dana are both as hard to schedule as I am. But, yes, I want this meeting asap too!

Thanks

Andy

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, June 05, 2012 6:17 PM  
**To:** Andrew D. Kopplin  
**Subject:**

Andy

How are you? I am sure there are many (good) reasons to cancel the meeting with Dana and me. Since this is the second time the meeting has been postponed I would strongly suggest that we have it as soon as possible. It was Dana who suggested the meeting. Dana has some ideas she wants to express about how the Administration can move requests through the Commission. So, it is a positive meeting. Also she is crucial to holding together our votes on the Commission.

So, as soon as we can have the meeting, the better.

Thanks! Hope all is well!

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Date:** Tuesday, May 22, 2012 1:03:32 PM

---

Andy

How are you?

Dana Douglas and I would like to come chat with you sometime in the not too distant future (We realize that this may be a challenge during the Legislative session.) She has some ideas that could be helpful in terms of moving requests from the Administration through Civil Service. I think they are worth discussing. But, more important, I think it is worthwhile to sit and talk with Dana. She has been important to moving matters through the commission.

So...let me know the best way to set this up.

Hope all is well!

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** Re: Audubon Institute  
**Date:** Monday, April 16, 2012 10:34:51 AM

---

Sure. Am upstairs chairing my favorite commission. Want to talk when done?

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On Apr 16, 2012, at 10:31 AM, "Andrew D. Kopplin" <[akopplin@nola.gov](mailto:akopplin@nola.gov)> wrote:

Kevin—

I'd like to call you briefly to discuss this request we are making of the commission and its attorney regarding how employees of the non profit new Orleans recreation commission should be viewed by the commission.

Andy

---

**From:** Courtney Bagneris  
**Sent:** Monday, April 16, 2012 8:50 AM  
**To:** Michelle L. Thomas  
**Cc:** Andy Koppin ([akopplin@cityofno.com](mailto:akopplin@cityofno.com).); Garnesha Crawford; Joycelyn E. Christopher  
**Subject:** Audubon Institute

Michelle,

I met with Mr. Forman, as requested, last Friday to discuss how the Institute handled the conversion of its classified employees to the newly formed organization.

Mr. Forman explained that the non-profit organization prior to the transfer of classified employees. The timeline for doing so took approximately 18 months prior to the official launch of the Audubon Institute. Also, the millage that was voter approved for the Institute was dedicated to capital improvements and was not used to fund the salaries of employees. The use of the Institute's privately raised funds allowed the Institute to not subscribe to the classified service of Civil Service.

I will also follow up again with Lisa Hudson regarding Mr. Gilbert Buras' legal opinion regarding the status of NORDC employees.

Courtney

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Cc:** [Tommy Screen](#); [Alexandra T. Norton](#); [Gita Bolt](#); [Michael Cowan](#); [Gail Howard](#)  
**Subject:** CEA  
**Date:** Friday, March 16, 2012 1:38:37 PM  
**Attachments:** Loyola-New Orleans CEAKww.docx  
**Importance:** High

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OFFICE OF THE PRESIDENT

Mr. Andy Kopplin  
Deputy Mayor and CAO  
Mayor's Office  
1300 Perdido St.  
New Orleans, LA 70112

Dear Andy,

I know that you all have been waiting for the CEA for PSG. After some analysis of the agreement and some reflection by my staff (attached) I have determined that Loyola cannot enter into the agreement. I have attached a copy of the memo, written by Mr. Tommy Screen, our Director of Government Relations. The heart of the matter, and key difference this time around, is that I have become Chair of the Civil Service Commission.

I am sorry that we cannot help on this matter. But, I think Tommy's advice is prudent on all counts.

Sincerely yours,

A handwritten signature in black ink that reads "Kevin Wm. Wildes".

Kevin Wm. Wildes, S.J., Ph.D.  
16 March 2012

President

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Subject:** RE: firefighters  
**Date:** Thursday, March 15, 2012 11:25:21 AM  
**Attachments:** Feb13 draftmins.pdf  
**Sensitivity:** Confidential

---

Attached are draft mins of our last meeting which I just received (I was not able to be at the meeting). On page 2 you can see that the Firefighters were there and what the concerns were at that time

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Wednesday, March 14, 2012 10:13 PM  
**To:** Kevin Wildes  
**Subject:** RE: firefighters

Yes, I am well aware!

Thanks for taking this on. We really do appreciate your leadership and will support you in any way we can.

Andy

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, March 14, 2012 10:06 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE: firefighters

Andy

The Commission has had NO rules for how it holds its hearings and does business. This month we will introduce procedures and they will lie over for a month. We will adopt them at the April meeting.

We are really starting at ground zero

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Wednesday, March 14, 2012 8:59 PM  
**To:** Kevin Wildes  
**Subject:** RE: firefighters

That vague letter is all it takes to get on your agenda?

I know the issue from my meetings with the NOFF, but it seems like they should be asked to file a memo/brief outlining their concerns before they get to show up to address an issue before the Commission.

Happy to discuss.

Andy



---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, March 14, 2012 12:06 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE: firefighters

This is all I have...

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Tuesday, March 13, 2012 1:38 PM  
**To:** Kevin Wildes  
**Subject:** firefighters

Kevin—

Is there a filing that accompanies the NOFF request for a hearing on your 3/19 Commission agenda?  
I'd love to see it.

Thanks

Andy

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#); [Andrew D. Kopplin](#)  
**Date:** Friday, December 16, 2011 5:11:16 PM

---

Mike

I am sure you have seen this. But if not, it may be a helpful websight for you on Boards and Commissions

<http://nolasatellitegovernment.tulane.edu>

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Cc:** [Michael G. Sherman](#)  
**Subject:** ?  
**Date:** Friday, December 16, 2011 1:19:40 PM

---

Hey, sorry to bother you all but Gilbert Buras, the atty for the CS Commission, contacted me today say that he has not been paid at all this year

Is there something I should do? Whom should I contact?

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#); [Michael G. Sherman](#)  
**Subject:** RE:  
**Date:** Friday, November 04, 2011 12:33:08 PM

---

This is just fyi (and for the Mayor)

I spoke with the Archbishop and my Provincial. Our public response is we are studying the matter.

I also spoke with Rev. Les Orsy, SJ, who lives at Georgetown and is one of the best Canon lawyers in the world. He sees no problem from a Canon Law point of view and will give me a written opinion by this evening. (He helped Fr. Joe O'Hare, S.J. president of Fordham, who chaired several commissions for NY State and City. He helped Ted Hesburg, president of Notre Dame, when he chaired the US Civil Rights Commission. He also helped Fr. Bob Drinan, S.J., when Bob ran for and served in Congress for 6 terms.)

The Arch will use Les's opinion.

I look forward to the help for Alexandra

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Friday, November 04, 2011 12:27 PM  
**To:** Kevin Wildes; Michael G. Sherman  
**Subject:** RE:

Smiles.

I am going to have us meet with Alexandra Norton, a great staffer on our innovations team, who will be able to prepare and direct research and policy initiatives to support you all.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Thursday, November 03, 2011 1:18 PM  
**To:** Andrew D. Kopplin; Michael G. Sherman  
**Subject:**

fyi.....i am gather friends already!

---

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Cc:** [Kevin Wildes](#)  
**Subject:** Re: ?  
**Date:** Saturday, June 25, 2011 6:03:42 PM  
**Sensitivity:** Confidential

---

Sure. We will contribute as well. I ll look at my budget Monday.

kw, sj

President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Andrew D. Kopplin  
**To:** Kevin Wildes  
**Sent:** Sat Jun 25 16:14:50 2011  
**Subject:** RE: ?

still raising money, but we'd love to have you be our fiscal agent again and would be grateful for your continued help.

Andy

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sat 6/25/2011 12:21 PM  
**To:** Andrew D. Kopplin  
**Subject:** RE: ?

hey....it is sat and I am getting caught up. where are we on the Public Strategies group? LU will contribute and be the fiduciary

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Friday, June 24, 2011 12:57 PM  
**To:** Kevin Wildes; Michael G. Sherman  
**Cc:** Tommy Screen  
**Subject:** Re: ?  
**Sensitivity:** Confidential

Thanks. Let's just have mike confirm the dates before you buy your flight.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, June 24, 2011 12:54 PM  
**To:** Andrew D. Kopplin; Michael G. Sherman  
**Cc:** Tommy Screen <[tscreen@loyno.edu](mailto:tscreen@loyno.edu)>  
**Subject:** Re: ?

I ll be there

kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Andrew D. Kopplin  
**To:** Kevin Wildes; Michael G. Sherman  
**Cc:** Tommy Screen  
**Sent:** Fri Jun 24 12:44:43 2011  
**Subject:** Re: ?

Mike can check the calendar, as I am not sure about that meeting date, but I strongly request you return for a meeting if there is one! We need you!!!

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, June 24, 2011 10:56 AM  
**To:** Andrew D. Kopplin; Michael G. Sherman  
**Cc:** Tommy Screen <[tscreen@loyno.edu](mailto:tscreen@loyno.edu)>  
**Subject:** ?

Gentlemen

Now that I have not been chosen to serve as a juror for Federal Court (this is the first time I have ever not made the team--And I am happy about it!), I have gone back to try to work my summer schedule.

Mike has kept me up to date n my nomination to Civil Service. Assuming that my nomination is approved, when would my first meeting be? The reason I ask is that in looking at the schedule I see one on 18 July. I will be up on the Jersey shore then (no Snookie jokes). If I need to be there, I will fly back. Just like to get your thoughts.

Many thanks!

kw, sj  
President's Office  
Loyola University  
6363 St. Charles Avenue  
New Orleans, LA 70118

P: 504-865-3847  
F: 504-865-3851  
E: [wildesk@loyno.edu](mailto:wildesk@loyno.edu)

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**From:** [Andrew D. Kopplin](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Partnership on the City's Transformation Agenda  
**Date:** Wednesday, March 21, 2012 10:25:38 AM

---

No. Please call Anne Banos to follow up.

---

**From:** Alexandra T. Norton  
**Sent:** Wednesday, March 21, 2012 10:08 AM  
**To:** Andrew D. Kopplin  
**Subject:** RE: Partnership on the City's Transformation Agenda

Morning Andy! Did you hear back from Tulane?

Alexandra Tassiello Norton

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Monday, March 19, 2012 5:32 PM  
**To:** Alexandra T. Norton; Michael Cowan  
**Subject:** FW: Partnership on the City's Transformation Agenda

fyi

---

**From:** Andrew D. Kopplin  
**Sent:** Monday, March 19, 2012 5:31 PM  
**To:** 'Scowen@tulane.edu'; 'apbanos@tulane.edu'  
**Cc:** Michael G. Sherman  
**Subject:** Partnership on the City's Transformation Agenda

President Cowen,

As you know, the City is committed to transforming New Orleans government into the high-performance organization that our citizens deserve and expect. To that end and with the support of community partners last year, we worked with government reform expert David Osborne and his firm, the Public Strategies Group, to develop the Transformation Agenda – a platform of ten critical strategies to leverage improved performance organization-wide. In order to take this initiative to the next level for Citywide Civil Service reform, we have received financial support or commitments from the following partners:

Tulane University - \$5,000

Loyola University - \$5,000

Urban League - \$5,000

New Orleans Business Council - \$50,000

Baptist Community Ministries - \$50,000

City of New Orleans matching funds - \$100,000

Additional funds requested but not received: \$50,000 from the RosaMary Foundation and corresponding \$50,000 City match

We are reengaging David Osborne and PSG to provide help to our human resource and civil service reform efforts. To fund this \$315,000 effort over the next twelve months, we need to develop a Cooperative Endeavor Agreement (CEA) with a fiscal agent who is willing to (1) contract with PSG for these services and (2) process invoices and make payments to PSG based on work approved by the City.

Loyola University served as the fiscal agent for Phase 1 of this work, and had planned until last Friday to serve as the fiscal agent for this Phase. However, Loyola determined now that Fr. Wildes has become Chair of the Civil Service Commission, serving as the fiscal agent would give the appearance of a conflict of interest. Our need to find another fiscal agent is urgent because PSG plans to fly to New Orleans and begin work next Wednesday.

Would Tulane consider serving as our fiscal agent for this effort? If so, we'd be incredibly grateful and can quickly provide additional details on the scope of work and a draft CEA for Tulane's review.

Thank you so much for your consideration.

Andy



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Kevin Wildes](#)  
**Subject:** RE: Great Place to Work Initiative  
**Date:** Thursday, April 24, 2014 1:09:41 PM

---

Just send it to him

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Thursday, April 24, 2014 12:26 PM  
**To:** Kevin Wildes  
**Subject:** FW: Great Place to Work Initiative

Fr. Wildes,

Is this a request from the Commission? Just confirming since I know he is your primary counsel.

**Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Gilbert Buras Jr [mailto:grburas@gmail.com]  
**Sent:** Thursday, April 24, 2014 12:21 PM  
**To:** Alexandra T. Norton  
**Subject:** Great Place to Work Initiative

Dear Alexandra;

Could you forward to me the latest version of the Great Place to Work Initiative in *Word* format?

Thanks.

**GILBERT R. BURAS, JR.**

**Attorney at Law**

710 Carondelet Street

New Orleans, Louisiana 70130

Telephone (504) 581-4334

Fax (866) 257-3697

email: [grburas@gmail.com](mailto:grburas@gmail.com)

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#); [Kevin Wildes](#); [Lisa M. Hudson](#)  
**Cc:** [Alexandra T. Norton](#)  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined  
**Date:** Wednesday, April 23, 2014 2:30:04 PM

---

It does

Lisa would you address and re order the agenda appropriately?

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Wednesday, April 23, 2014 2:25 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined

Thanks.

I understood that to be the case.

However, it appears that your agenda both from last Monday and for next somehow, not at our request, separates the minimum wage increase from the GPTW initiative and calls it out separately. It still appears that way on Monday's agenda. All we are asking is that it be included with the GPTW items when the agenda for the next meeting to cover the GPTW proposal, after Monday the 28<sup>th</sup>, is set.

Hope this makes sense.

Andy

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 23, 2014 1:52 PM  
**To:** Andrew D. Kopplin; Kevin Wildes; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined

Andy

Just to be clear, the meeting next Monday (28<sup>th</sup>) is to accomplish all of the other items on the agenda from last Monday, besides the GPTW initiative, which were not accomplished.

We plan to hold additional meetings for further input on the GPTW initiative.

---

**From:** Andrew D. Kopplin [<mailto:akopplin@nola.gov>]  
**Sent:** Wednesday, April 23, 2014 1:44 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** FW: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date

not yet determined

Fr. Wildes and Lisa—

Please see the request below regarding your upcoming agendas.

Thanks

Andy

**To: Civil Service Commission**

**From: Andrew Kopplin, Deputy Mayor and Chief Administrative Officer**

**Date: April 23, 2014**

**Re: Request to appear on the Special Civil Service Commission Agenda**

In follow up to the modifications of the April 21, 2014 Civil Service Commission Agenda, please accept this as an official request for Item 1 below regarding the request to increase the minimum wage to \$10.10 per hour be placed on the upcoming special Civil Service Commission meeting agenda because it is part of the Great Place to Work Initiative. We request this item is removed from the general business meeting rescheduled for Monday, April 28, 2014. On the special agenda meeting, the two items we request are as follows:

1. Request to increase the minimum wage for all city employees to \$10.10 per hour as part of the Great Place to Work Initiative.
2. Request to accept the City's proposal for a package of City Civil Service Commission Rule revisions in order to accomplish the goals of the Great Place to Work Initiative and Continuation of (c) Public Comment and (d) Debate and discussion by the Commission. We would appreciate the opportunity to correct any factual errors presented and our legal counsel's opinion in part (d). Attached please find the most current proposal for your review and feedback prior to the meeting.

Thank you for your assistance in this matter.

Sincerely,

Andy Kopplin

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#); [Kevin Wildes](#); [Lisa M. Hudson](#)  
**Cc:** [Alexandra T. Norton](#)  
**Subject:** RE: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined  
**Date:** Wednesday, April 23, 2014 1:52:50 PM

---

Andy

Just to be clear, the meeting next Monday (28<sup>th</sup>) is to accomplish all of the other items on the agenda from last Monday, besides the GPTW initiative, which were not accomplished.

We plan to hold additional meetings for further input on the GPTW initiative.

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Wednesday, April 23, 2014 1:44 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson  
**Cc:** Alexandra T. Norton  
**Subject:** FW: Request for Item 3: Minimum Wage to be placed on the new special meeting agenda, date not yet determined

Fr. Wildes and Lisa—

Please see the request below regarding your upcoming agendas.

Thanks

Andy

**To:** Civil Service Commission  
**From:** Andrew Kopplin, Deputy Mayor and Chief Administrative Officer  
**Date:** April 23, 2014  
**Re:** Request to appear on the Special Civil Service Commission Agenda

In follow up to the modifications of the April 21, 2014 Civil Service Commission Agenda, please accept this as an official request for Item 1 below regarding the request to increase the minimum wage to \$10.10 per hour be placed on the upcoming special Civil Service Commission meeting agenda because it is part of the Great Place to Work Initiative. We request this item is removed from the general business meeting rescheduled for Monday, April 28, 2014. On the special agenda meeting, the two items we request are as follows:

1. Request to increase the minimum wage for all city employees to \$10.10 per hour as part of the Great Place to Work Initiative.

2. Request to accept the City's proposal for a package of City Civil Service Commission Rule revisions in order to accomplish the goals of the Great Place to Work Initiative and Continuation of (c) Public Comment and (d) Debate and discussion by the Commission. We would appreciate the opportunity to correct any factual errors presented and our legal counsel's opinion in part (d). Attached please find the most current proposal for your review and feedback prior to the meeting.

Thank you for your assistance in this matter.

Sincerely,

Andy Kopplin

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Kevin Wildes](#)  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements  
**Date:** Friday, April 18, 2014 9:33:11 PM

---

Talk to andy...my gut says to let the process unfold and then accept/welcome the proposals. In public....

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 18, 2014 8:40 PM  
**To:** Kevin Wildes  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Thank you. Wish they would have given us her feedback in the last 3 years in writing like we asked all along. Some of these changes we would accept.

Should I modify our recommendations or just have them noted as ones we could amend in the meeting?

---

**From:** Kevin Wildes [[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
**Sent:** Friday, April 18, 2014 8:03 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

[Here you go](#)

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 18, 2014 5:26 PM  
**To:** Kevin Wildes  
**Subject:** FW: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Did Lisa ever provide a response?

### **Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Andrew D. Kopplin  
**Sent:** Friday, April 18, 2014 4:45 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Did lisa ever write her response?

----- Original message -----

From: "Alexandra T. Norton"

Date: 04/18/2014 4:15 PM (GMT-06:00)

To: "Lisa M. Hudson"

Cc: Kevin Wildes, "Andrew D. Kopplin"

Subject: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Lisa,

Please accept this updated draft of the Great Place to Work Initiative proposal. Over the last several weeks, we have received suggestions for improvement and have incorporated these into this document. On Monday, we intend to present on and submit for consideration Appendix A: Proposed Civil Service Rule Improvements.

Thank you.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Kevin Wildes](#)  
**Subject:** RE: Agenda Item 4: Police Officer Referral Pay Plan Amendment Text  
**Date:** Friday, April 18, 2014 11:21:19 AM

---

Will he be at the meeting? Or will somebody be there to enter it in?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Friday, April 18, 2014 11:13 AM  
**To:** Kevin Wildes  
**Subject:** Agenda Item 4: Police Officer Referral Pay Plan Amendment Text

Fr. Wildes,

We requested a legal opinion from Preis on a new special rate of pay to give \$1,000 referral pay to current NOPD employees who help recruit new police officers. They found that it is likely lawful, with very low risk of being challenged or overturned in court.

This referral pay program is essential for getting more officers on our streets and we hope that after reviewing this pay plan amendment draft, we hope that the Commission will pass it on Monday – Agenda item 4.



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Kevin Wildes](#)  
**Subject:** Re: Procedures of the Commission  
**Date:** Wednesday, April 16, 2014 3:23:46 PM

---

Thanks

kw,sj  
504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

> On Apr 16, 2014, at 3:22 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>

>

> These are the parts the Commission and staff are currently violating:

>

> SECTION 5 AGENDA

>

> A. The business of the Commission shall be established by an agenda prepared

> and published by the Department of City Civil Service in accordance with applicable law.

> Requests for inclusion of an item on the agenda must be made to the Personnel Director in

> writing by the close of business 10 working days prior to the date of the Commission

> meeting.

>

> SECTION 6. ORDER OF BUSINESS

>

>

> B. Items shall be taken from the agenda seriatim by the presiding officer and considered as follows:

>

> 1. Presentation of the agenda item by its proponent

> 2. Response from Commission's staff (if any) –

> 3. Public comment

> 4. Debate and discussion by the Commission

> 5. Dispositive motion

> <Procedures-for-the-Conduct-of-Business-Meetings-of-the-Civil-Service-Commission-for-the-City-of-New-Orleans-(1).pdf>

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: FW:  
**Date:** Wednesday, April 16, 2014 3:17:41 PM

---

Don't have the rules in front of me cc am you send?

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Apr 16, 2014, at 3:14 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

This is what a proper CS agenda item (a single topic: "the great place to work initiative") is supposed to look like, according to your own procedures:

Section 6, Order of Business

B. Items shall be taken from the agenda seriatim by the presiding officer and considered as follows:

Agenda Item 2:

1. Presentation of the agenda item by its proponent
2. Response from Commission's staff (if any) - (in this case provided through the written report)
3. Public comment (including FOP and Firefighters union, among others such as SEIU, Business Council, current employees, managers, Forward New Orleans Coalition, NOPJF, Citizens for 1, BGR, Puentes, YLC, GNO, Inc., PANO, Concerned Classified City Employees....etc.)
4. Debate and discussion by the Commission (with the opportunity to ask questions from the staff report)
5. Dispositive motion

Then skip to Agenda item 6, renamed Item 3:

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Fwd: Amend April 21 agenda  
**Date:** Wednesday, April 16, 2014 2:39:25 PM

---

FYI

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Doddie K. Smith" <[dksmith@nola.gov](mailto:dksmith@nola.gov)>  
**Date:** April 16, 2014 at 2:31:56 PM CDT  
**To:** "Rev. Kevin W. Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Subject:** Amend April 21 agenda

Chairman Wildes,

This email is to inform you that we received two additional requests to address the Commission regarding the Great Place to Work Initiative. Please see the attached requests from the Police Association of New Orleans (PANO) and the Concerned Classified City Employees Group. We will be sending out an amended agenda by the end of the day. Please let me know if you have any questions.

Thanks,

Doddie Smith

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
(504) 658-3504

<Item #6-7 Great Place to Work.pdf>

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Draft April 21 Comm Mtg Agenda  
**Date:** Monday, April 14, 2014 8:13:56 PM

---

No

We are going to meet and do the docket. Then we will break and do our Bus meeting in C chambers

I have asked for a written copy of response to item three in advance. You all can make the presentation. We can ask questions. The staff can respond. But, we will have the response in advance so Commissioners can ask questions of the staff.

If we don't finish the rest of the agenda, we don't

Whats the problem?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Monday, April 14, 2014 7:59 PM  
**To:** Kevin Wildes  
**Subject:** RE: Draft April 21 Comm Mtg Agenda

Fr. Wildes,

Since you are starting your docket at 10 a.m., would it be a better use of everyone's time to address agenda items 1, and 7-13 at 11 a.m. in the 1340 Poydras Office?

Then you could break at 12, get lunch and move to the Council Chambers at 12:30 to start items 2, 4, 5, 6.

Item 3 should really be removed and just part of their report to the Commissioners, who can then ask the City for responses to the issues that are relevant to the Commission at the meeting.

---

**From:** Kevin Wildes [mailto:[wildesk@zmail.loyno.edu](mailto:wildesk@zmail.loyno.edu)]  
**Sent:** Monday, April 14, 2014 6:06 PM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Draft April 21 Comm Mtg Agenda

FYI

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Doddie K. Smith" <[dksmith@nola.gov](mailto:dksmith@nola.gov)>  
**Date:** April 14, 2014 at 5:09:56 PM CDT

**To:** "Rev. Kevin W. Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>, "Joseph S. Clark"  
<[jclark@neworleanspubliclibrary.org](mailto:jclark@neworleanspubliclibrary.org)>, Michelle Craig  
<[michelle.craig.csc@gmail.com](mailto:michelle.craig.csc@gmail.com)>, "Rabbi Edward P. Cohn" <[rabbiepc@aol.com](mailto:rabbiepc@aol.com)>,  
Ronald McClain <[ronjdlcsw@cox.net](mailto:ronjdlcsw@cox.net)>, Gilbert Buras <[grburas@gmail.com](mailto:grburas@gmail.com)>  
**Cc:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Subject: Draft April 21 Comm Mtg Agenda**

Commissioners:

Please find attached the Draft Civil Service Commission Agenda for Monday, April 21, 2014. Please review and let me know if you have any comments or concerns by noon Tuesday. If we do not hear anything by then, we will post the agenda. Please note the times and places for the docket as well as the business meeting.

The Council Chamber has been reserved from 12:30 p.m. to 4:00 p.m. for the Commission's Business meeting to address the Administration's Great Place to Work Initiative along with other items on the Commission's agenda. We were unable to start the meeting earlier because of a prior reservation in the Council Chambers.

**Note:** Docket 10:00 a.m.  
Civil Service Commission Conference Room  
1340 Poydras Street – 9<sup>th</sup> Floor

**Business Meeting – 12:30 p.m.**  
**City Hall -1<sup>st</sup> Floor**  
**City Council Chambers**

*Doddie K. Smith*  
City of New Orleans  
Civil Service Department  
(504) 658-3543

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Kevin Wildes](#)  
**Subject:** RE: Request to be placed on the Civil Service Commission Agenda in April  
**Date:** Friday, April 04, 2014 11:44:59 AM

---

Excellent

Were you happy with the way things went? Any feedback from Commissioners?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Friday, April 04, 2014 11:43 AM  
**To:** Kevin Wildes  
**Subject:** FW: Request to be placed on the Civil Service Commission Agenda in April

FYI – we requested to be placed on the agenda yesterday. Thank you for the Commission's consideration.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Alexandra T. Norton  
**Sent:** Thursday, April 03, 2014 5:00 PM  
**To:** Lisa M. Hudson; Doddie K. Smith  
**Cc:** 'adkopplin@nola.gov'; Joycelyn E. Christopher  
**Subject:** Request to be placed on the Civil Service Commission Agenda in April

Ms. Hudson,

Please find the attached request.

Thank you,

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: schedule  
**Date:** Monday, March 31, 2014 9:23:11 PM

---

Ok

[But I will have to rearrange my Easter travels/plans](#)

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Monday, March 31, 2014 9:21 PM  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Subject:** RE: schedule

Lisa said they have never cancelled on that day in the past.

Would it be ok to keep it on April 21?

---

**From:** Kevin Wildes [wildesk@loyno.edu]  
**Sent:** Monday, March 31, 2014 1:34 PM  
**To:** Alexandra T. Norton  
**Cc:** Tommy Screen  
**Subject:** schedule

Lex

Are you aware that 21 April is Easter Monday? I was actually going to poll the other Commissioners about if they will be available for a meeting that day or if we need to reschedule it

---

**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: C  
**Date:** Tuesday, March 25, 2014 9:40:38 PM

---

Good..

We can talk more.

The key is to have someone, like Fred, who is credible, knows the law, and can speak to it

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, March 25, 2014 6:23 PM  
**To:** Kevin Wildes  
**Subject:** Re: C

Understood.

I'm going to get him to the April and May commission meetings, and on standby until then.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, March 25, 2014 06:02 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: C

Hey

I am about to go teach my class

Lets talk later this week.

Among other things, you need to have fred preis involved, otherwise Gilbert will just keep throwing legal issues out and slowing it down

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, March 25, 2014 5:27 PM  
**To:** Kevin Wildes  
**Cc:** Gail Howard  
**Subject:** C

Hi Fr. Wildes,

Could you let me know a good time we could meet Friday or Monday? Also, please reserve April 3 if you can for a press conference. If not, we understand.

Attached is a draft of recommendations. We welcome feedback but ask that you not share it until we release it with all the appropriate approvals.

Thank you,



**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: C  
**Date:** Tuesday, March 25, 2014 6:24:24 PM

---

Ok. More later. It's time to teach !

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Mar 25, 2014, at 6:23 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Understood.

I'm going to get him to the April and May commission meetings, and on standby until then.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, March 25, 2014 06:02 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: C

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---

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**Sent:** Tuesday, March 25, 2014 5:27 PM  
**To:** Kevin Wildes  
**Cc:** Gail Howard  
**Subject:** C

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Also, please reserve April 3 if you can for a press conference. If not, we understand.

Attached is a draft of recommendations. We welcome feedback but ask that you not share it until we release it with all the appropriate approvals.

Thank you,

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Fwd: Draft March 17 Comm Meeting Agenda  
**Date:** Friday, March 07, 2014 4:52:08 PM  
**Attachments:** March 17, 2014 Draft CSC Meeting Agenda (2).pdf  
ATT00001.htm

---

FYI

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Doddie K. Smith" <[dksmith@nola.gov](mailto:dksmith@nola.gov)>  
**Date:** March 7, 2014 at 4:45:26 PM CST  
**To:** Gilbert Buras <[grburas@gmail.com](mailto:grburas@gmail.com)>, "Joseph S. Clark" <[jjclark@neworleanspubliclibrary.org](mailto:jjclark@neworleanspubliclibrary.org)>, Michelle Craig <[michelle.craig.csc@gmail.com](mailto:michelle.craig.csc@gmail.com)>, "Rabbi Edward P. Cohn" <[rabbiepc@aol.com](mailto:rabbiepc@aol.com)>, "Rev. Kevin W. Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>, Ronald McClain <[ronjdlcsw@cox.net](mailto:ronjdlcsw@cox.net)>  
**Cc:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Subject:** Draft March 17 Comm Meeting Agenda

Commissioners:

Please find attached the Draft Civil Service Commission Agenda for Monday, March 17, 2014. Please review and let me know if you have any comments or concerns by noon Monday. If we do not hear anything by then, we will post the agenda.

Note: Docket 10:00 a.m.  
Business Meeting – 11:00 a.m.

Thanks,

Doddie K. Smith  
Civil Service Department  
(504) 658-3543  
(504) 658-3599 (fax)  
[dksmith@nola.gov](mailto:dksmith@nola.gov)



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re:  
**Date:** Tuesday, March 04, 2014 7:39:47 AM

---

Thanks

kw,sj  
504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Mar 4, 2014, at 7:33 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Thank you so much, we will work hard to get the issues taken care of in advance of the next CS meeting.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, March 04, 2014 07:32 AM  
**To:** Alexandra T. Norton  
**Subject:** Re:

I emailed Michelle. She will do it.  
Call <tel:832-797-8576> or email her [Michelle.Craig@arlaw.com](mailto:Michelle.Craig@arlaw.com)

kw,sj  
504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Mar 4, 2014, at 7:29 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Yes, we had a good meeting last week about general issues (her suggestions for CS improvements, she would like me to meet with her before commissioners to resolve issues before they become issues, etc). We plan to keep meeting.

I called her this week about the finer details of what she still needs in the Agreement.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, March 03, 2014 10:01 PM  
**To:** Alexandra T. Norton  
**Subject:** RE:

I will...have you talked with Lisa lately?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, March 03, 2014 2:33 PM  
**To:** Kevin Wildes  
**Subject:** Re:

Thank you for all of it too. I really don't know how you do it all. Thank you and please let me know when I can reach out to Michelle to explain everything - there are a lot of details and I'd like to organize it for her.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, March 03, 2014 01:34 PM  
**To:** Alexandra T. Norton  
**Subject:** RE:

Yes....and I never stop volunteering (Ethics Board/IG; NO Public Belt; CS)!

That sounds like a plan

Let me reach out to Michelle

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, March 03, 2014 12:10 PM  
**To:** Kevin Wildes  
**Subject:** RE:

We are still working, we never stop working for you citizens ☺ !

I'm still talking to Lisa about the finer details of the agreement – very fine details and all related to procurement for which we need resolution. It involves your department's method of procurement, the NeoGov insight agreement, and the hearing officers.

I think we need a meeting with you, Gilbert, Andy, our attorneys, Lisa and I to work out. If you need someone from the Commission to bird dog this through, why don't you delegate it to Michelle since she is an attorney? I wonder if you have time to deal with this detailed mess (and it is definitely a mess because there are so many interrelated pieces).

What do you think? Should I arrange a meeting with just those folks?

**Alexandra Tassiello Norton**  
*Service & Innovation Manager*

City of New Orleans  
1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email  
[atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, March 02, 2014 8:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE:

Hey....i have gotten behind.

And I know the City has stopped working! Where do we stand on all this?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, February 27, 2014 7:22 AM  
**To:** Kevin Wildes  
**Subject:** Re:

Sorry, I still did not get confirmation from the City Atty last night, so here is the plan for now:

1. NeGov:

Lisa and I are trying to do the revised Agreement between Andy, Allen, and Lisa. You don't need to do anything yet (until I get confirmation from Sharonda the draft is fine legally, then it would just be to support it if Lisa does and not let Gilbert make additional demands).

2. Hearing Officer:

Instead of making a temporary solution w/ Victor Papai, we should do a 2 week procurement and do it properly.

To start, all we need is a letter from CS commission to Mayor requesting an exception from the regular procurement policy. Would you ask Lisa to draft the letter and send to you to sign? (if the rest of the Commission already approved this).

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, February 27, 2014 06:53 AM  
**To:** Alexandra T. Norton  
**Subject:**



So where are we? What am I supposed to do?

kw, sj

---

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: RE:  
**Date:** Monday, March 03, 2014 12:27:37 PM

---

I may throw up. More later when I get an adult keyboard

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Mar 3, 2014, at 12:10 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

We are still working, we never stop working for you citizens ☺ !

I'm still talking to Lisa about the finer details of the agreement – very fine details and all related to procurement for which we need resolution. It involves your department's method of procurement, the NeoGov insight agreement, and the hearing officers.

I think we need a meeting with you, Gilbert, Andy, our attorneys, Lisa and I to work out. If you need someone from the Commission to bird dog this through, why don't you delegate it to Michelle since she is an attorney? I wonder if you have time to deal with this detailed mess (and it is definitely a mess because there are so many interrelated pieces).

What do you think? Should I arrange a meeting with just those folks?

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, March 02, 2014 8:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE:

Hey....i have gotten behind.

And I know the City has stopped working! Where do we stand on all this?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, February 27, 2014 7:22 AM  
**To:** Kevin Wildes  
**Subject:** Re:

Sorry, I still did not get confirmation from the City Atty last night, so here is the plan for now:

1. NeGov:

Lisa and I are trying to do the revised Agreement between Andy, Allen, and Lisa. You don't need to do anything yet (until I get confirmation from Sharonda the draft is fine legally, then it would just be to support it if Lisa does and not let Gilbert make additional demands).

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE:  
**Date:** Friday, February 28, 2014 10:50:03 AM

---

Sorry....been on the road. Flying back today.

You around next week? Want to chat? Then I can follow through

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, February 27, 2014 7:22 AM  
**To:** Kevin Wildes  
**Subject:** Re:

Sorry, I still did not get confirmation from the City Atty last night, so here is the plan for now:

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Request for Civil Service Agenda Item 2014FEB  
**Date:** Wednesday, February 12, 2014 8:44:30 AM

---

Lisa

Have allen or you email her and cc me on the email

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Tuesday, February 11, 2014 10:15 PM  
**To:** Kevin Wildes  
**Subject:** FW: Request for Civil Service Agenda Item 2014FEB

The commission approved proceeding with the work without the agreement. Is there a way to request that we start?

Allen

*Sent from my Verizon Wireless 4G LTE DROID*

----- Original Message -----

**Subject:** FW: Request for Civil Service Agenda Item 2014FEB  
**From:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**To:** "Allen L. Square" <[alsquare@nola.gov](mailto:alsquare@nola.gov)>  
**CC:**

Allen:

I spoke to Fr. Wildes regarding your request to place this item on the February agenda. Fr. Wildes has requested that the Commission's attorney review the letter and draft an opinion regarding the matter. He would prefer to consider this matter at the following Commission meeting.

Please let me know if you have any additional questions or concerns.

Thanks.

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
(504) 658-3504

---

**From:** Zandra A. Washington  
**Sent:** Tuesday, February 04, 2014 5:51 PM  
**To:** Lisa M. Hudson  
**Cc:** Allen L. Square  
**Subject:** Request for Civil Service Agenda Item 2014FEB

Lisa,

Please find attached the Civil Service Agenda request regarding NEOGOV Insight.

*Zandra Washington*

Confidential Executive Assistant to Allen L. Square, Jr.

Chief Information Officer | City of New Orleans

1300 Perdido Street | Suite 3E05 | City Hall | NOLA 70112

Direct Dial: (504) 658-7618 | Fax: (504) 658-7799

Email: [zawashington@nola.gov](mailto:zawashington@nola.gov) | [www.nola.gov](http://www.nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Confidential  
**Date:** Monday, January 20, 2014 8:47:47 PM  
**Sensitivity:** Confidential

---

Lex

Sorry to be so slow. I did ask Lisa about the RFP....

This is part of what she sent back. I think we are ok on this process

---

Fr. Wildes:

I placed the RFP for special counsel on the City's website to advertise and receive proposals. This was done with the assistance of the City's procurement team. However, the selection committee is being developed based upon the Commission's Rules. It is consistent with the City's process but it is not the same.

Also, the selection committee is made up of you, Michelle Craig and Rabbi Cohn. I will be sending out a request for meeting dates tomorrow. This will need to be a public meeting.

---

kw, sj

---

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: January 13 Commission Agenda  
**Date:** Wednesday, January 08, 2014 1:56:32 PM

---

Lex

The agenda already went out.

I ll just ask staff about conversations with the CAOs office and move to table it

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, January 08, 2014 11:53 AM  
**To:** Kevin Wildes  
**Subject:** FW: January 13 Commission Agenda

This is the item to be removed from the agenda so that staff can continue to work on the implications and present a proposal next month.

Item 3 (b) Emergency Overtime Pay Rule Change Proposals

Thank you!

---

**From:** Doddie K. Smith  
**Sent:** Wednesday, January 08, 2014 11:41 AM  
**To:** Susan G. Guidry; Cynthia H. Morrell; Jackie B. Clarkson; Kristin G. Palmer; Stacy Head; 'Felicial Moran'; Gary Savelle; 'Gordon Russell'; 'helene'; 'jmsteve'; 'Louis Robein'; 'Mike Perlstein'; 'Rowena Jones'; 'alaina stewart'; 'B Ferrara'; 'Brendan McCarthy'; 'C. Theodore Alpaugh, III (FOP)'; Clarice T. Kirkland; 'Claude Schlesinger'; 'Dan Sullivan'; 'Denise Strong, PhD'; Donna J. Johnson; Eraka V. Williams; 'Eric Hessler'; 'Frank Donze'; Isaka R. Williams; 'James Gallagher, FOP'; 'Janet Howard'; Jennifer J. Jennings; 'jimnellkagler'; 'Kevin Hoag'; Kimberly W. Mitchell; Lazaro Arce, Jr.; 'Marquis'; Michael D. Glasser; Micshon Matthew; 'New Orleans Firefighters'; 'Nick Felton'; Pamela M. Davis; Rekitta A. Peters; 'Ron Green'; 'Sean Weber'; Shawn Lindsay; Simon B. Hargrove; Teritha R. Covington; 'Tim McConnell'; Timothy McConnell; 'Shannon Aymami'; Brian D. Johnson; 'Iftikhar Ahmen'; Aimee M. Quirk; Andrew D. Kopplin; Ann E. Macdonald; Anthony M. Faciane; Arlinda P. Westbrook; Arthur A. Morrell; Barbara P. Coulon; Barbara T. Avalos; Bholanath Dhume; Calvin J. Aguilard; Cary M. Grant; Cedric S. Grant; Charles G. Parent; Charlotte M. Parent; Claudia Riegel; Courtney Bagneris; Cynthia S. Lear; Derrick A. Muse; Devona Dolliole; Edouard Quatrevaux; Emily S. Arata; 'Ernest Collins (MayorOfNO)'; Evelyn F. Pugh; 'Gail Asprodites'; George A. Patterson; James P. Treadaway; Jay P. Palestina; Jerry W. Sneed; 'John Bullard'; 'Joseph Becker'; Judy R. Morse; Kelly P. Meehan; Kirk M. Bouyelas; Larry Bagneris Jr; Lary Hesdorffer; Leslie T. Alley; Lora W. Johnson; Lydia A. Glapion-Days; Lynn W. Ashley; Madelyn C. Sanchez; 'Marcia St. Martin'; Mary G. Pettingill; Mitchell J. Landrieu; Norman S. Foster; 'P Henry'; Ronal W. Serpas; Stephanie M. Landry; Tim Lavelle; 'Yolanda Beavers ([ybeavers@frenchmarket.org](mailto:ybeavers@frenchmarket.org))'; Denise Studlein; 'Elaine McClain ([emcclain@swbno.org](mailto:emcclain@swbno.org))'; 'Linda Copeland'; 'Marcia Johnson'; 'Shirley August ([saugust@swbno.org](mailto:saugust@swbno.org))'; 'Stephanie Schnell ([stephanieschnell@cox.net](mailto:stephanieschnell@cox.net))'; Tomekia T. Dunkley; Allison M. Lee; Althea W. Barze; Annette M. Nunez; Antonia M. Cager; Barry Gangolf; Brian D. Firstley; Brian D. Johnson; Carletta Graves; Carolyn B. Blackman; Carolyn M. Stringer; Cheryl Adams; Cheryl S. McKey; Cheryl W. Bean; Christina Hamilton; Clara L. Brady; Cynthia C. Edwards; 'Deborah McCrocklin'; 'Debra White'; Deidre A. Howard; Deloise M. Brinson; Denise M. Russ; 'Donise White'; Eleanor F. Straub; Erdwin Fuentes; Estelle J. Speech; Florietta M. Stevenson; Greg Davis; Janet H. Easterling; Jean Morris - Gibson; Jesse Evans, Jr; John D. Gagliano; Joseph P. Lieteau; 'Karen Thurman'; Kim Broadwater; Kim T. Delarge, Sr.; Kisha L. Gaudin; Linda G. Blackburn; Lois B. Williams; Lydia A. Smith; Margaret A. Johnson (LAW); Maria-Kay Chetta; Marylyn Melder; Melanie G. Williams-Mason; Melvin D. Baker; Page P.

McCranie; Rene T. Hollins; Robert W. Hagman; Samuel Stoute; Sandra Gauthier; Tammy M. Broussard; Tracy St. Julien; Vanessa C. Honore; Vickie Saulny; Rhonda L. Sidney; 'shutson@nolaoig.org'; Suzanne Wisdom; 'marquisdione@gmail.com'; 'terry@terrystaint.com'; Derrick M. Francis; Joseph R. Lorenzo; 'mplaner@fox8live.com'; 'pmirabil@midrid.com'; 'fox8news@fox8tv.net'; 'rcbiii@hotmail.com'; 'mkrupa@timespicayune.com'; Gloria Smith; Ann D. Duplessis; Marion A. Smith; Randolph J. Scott; 'ghoward@loyno.edu'; 'reeneb@flymsy.com'; 'kmurphy@bgr.org'; Pura S. Bascos; Lisa M. Hudson; Terry Hardy; 'rjm1121@aol.com'; 'jayginsberg@msn.com'; 'ashleynorthington@bgr.org'; Janet R. Chambers; 'Yolanda Grinstead'; 'D. Monteverde'; 'LEE, Audrey ([ALFF@swbno.org](mailto:ALFF@swbno.org))'; 'tjulien@swbno.org'; Joycelyn E. Christopher; Mary Jo Webster; Linda N. Launey; James A. Gray; LaToya Cantrell; Jared E. Munster; 'Martin, Naomi <[Naomi.Martin@nola.com](mailto:Naomi.Martin@nola.com)> ([Naomi.Martin@nola.com](mailto:Naomi.Martin@nola.com))'; 'dal@livlaw.com'; 'ddivaccari@gmail.com'; Debra L. Calderon; 'Helen Freund'; 'Raymond@banda1.onmicrosoft.com'; 'Jon Smith'; Alexandra T. Norton; Elizabeth S. Robins; 'Marcy Planer'

**Subject:** FW: January 13 Commission Agenda

Please find attached the Civil Service Commission Agenda and Docket for Monday, January 13, 2014.

PLEASE NOTE!

The Docket portion of the meeting is scheduled to begin at 10:00 a.m.

The Business Meeting is scheduled to begin at 11:00 a.m.

NOTE! Current location:

AMOCO Building  
1340 Poydras Street  
Suite 900  
New Orleans, LA 70112

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Friday, October 04, 2013 7:38:37 PM

---

Yes! Because I was in the air with no email  
!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, October 04, 2013 7:37 PM  
**To:** Kevin Wildes  
**Subject:** Re: NEO GOV Meeting

Ha, I thought you were going to say she used to get a little bottle of red wine and some peace and quiet :)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, October 04, 2013 07:35 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

I love wifi on airplanes...Gail doesn't! (she used to get some peach and quiet)

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, October 04, 2013 7:32 PM  
**To:** Kevin Wildes  
**Subject:** Re: NEO GOV Meeting

Totally understand. Thanks, and safe travels.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, October 04, 2013 07:22 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

Lex

I am in the season of the year when I am slammed with meetings. On my way back from Phila and a Board meeting at St Joseph's university.

And I have my own Board meeting in two weeks.

I will reach out to her.....and find time to talk with her. Then I ll talk with andy

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 1:03 PM  
**To:** Kevin Wildes  
**Subject:** RE: NEO GOV Meeting

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Once you know her reasons, you should probably give Andy a call let him know if you agree with Lisa or aren't sure. Then let him know if he still wants admin rights to NeoGov, he should place it on the agenda for Oct. 21.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:54 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Ok

A couple of thoughts

- 1) It might be best if I simply start with Lisa by myself rather than bringing her in with everyone else. She'll panic and get stubborn.
- 2) Let me find out what her reasons are....
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- 4) By the way, I am one commissioner down...

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**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 12:26 PM

**To:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

Of course. Here's what Andy and Allen are hoping to get from the mtg:

1. You decide Lisa gets to keep her admin rights solely
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Lisa does not want to have the pre-meeting at all. She would like Andy and Allen just to bring it to the Commission directly because she believes it would be wrong to give Allen the access that he is asking for.

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:24 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Ok...well, then I can't do it by myself. ....

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 12:22 PM

**To:** Kevin Wildes; Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

The commission only.

### **Alexandra Tassiello Norton**

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:20 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Who has authority?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 11:46 AM

**To:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, October 03, 2013 11:28 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

What is this meeting about?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 11:20 AM  
**To:** Johnathan O. Thomas  
**Cc:** Kevin Wildes  
**Subject:** RE: NEO GOV Meeting

JT,

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Friday, October 04, 2013 7:34:52 PM

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The commission only.

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Friday, October 04, 2013 7:22:41 PM

---

Lex

I am in the season of the year when I am slammed with meetings. On my way back from Phila and a Board meeting at St Joseph's university.

And I have my own Board meeting in two weeks.

I will reach out to her.....and find time to talk with her. Then I ll talk with andy

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 1:03 PM  
**To:** Kevin Wildes  
**Subject:** RE: NEO GOV Meeting

I like your approach the best. Lisa is not pleased about being asked into a meeting where everyone will try to change her mind. She has valid reasons for not allowing Allen access (I actually agree with her).

Once you know her reasons, you should probably give Andy a call let him know if you agree with Lisa or aren't sure. Then let him know if he still wants admin rights to NeoGov, he should place it on the agenda for Oct. 21.

### **Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, October 03, 2013 12:54 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

Ok

A couple of thoughts

- 1) It might be best if I simply start with Lisa by myself rather than bringing her in with everyone else. She'll panic and get stubborn.
- 2) Let me find out what her reasons are....
- 3) Then, if need be, Andy can come to the Commission

4) By the way, I am one commissioner down...

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 12:26 PM

**To:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

Of course. Here's what Andy and Allen are hoping to get from the mtg:

1. You decide Lisa gets to keep her admin rights solely
2. You aren't sure what the answer should be and you recommend Andy bring it to the Commission for a vote

Lisa does not want to have the pre-meeting at all. She would like Andy and Allen just to bring it to the Commission directly because she believes it would be wrong to give Allen the access that he is asking for.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:24 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Ok...well, then I can't do it by myself. ....

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 12:22 PM

**To:** Kevin Wildes; Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

The commission only.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:20 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Who has authority?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 11:46 AM

**To:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

The mtg w/ Andy, Lisa, Allen and I is about Lisa's software program for hiring and testing job applicants (NeoGov Insight).

Allen wants full system admin rights to the software and Lisa does not want them to have it. The decision needs to be made because the impasse is stalling a lot of other projects.

### **Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 11:28 AM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

What is this meeting about?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 11:20 AM

**To:** Johnathan O. Thomas

**Cc:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

JT,

Fr. Wildes will check to see if he can move his other meeting as soon as he gets off his flight in order to make the Oct. 8 at 2 meeting with Andy et al. And Gail will get back to you with confirmation.

Please let me know if you don't hear anything by the end of today!

### **Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Thursday, October 03, 2013 12:53:37 PM

---

Ok

A couple of thoughts

- 1) It might be best if I simply start with Lisa by myself rather than bringing her in with everyone else. She'll panic and get stubborn.
- 2) Let me find out what her reasons are....
- 3) Then, if need be, Andy can come to the Commission
- 4) By the way, I am one commissioner down...

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**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
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**Alexandra Tassiello Norton**

*Service & Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
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**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

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**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 12:22 PM  
**To:** Kevin Wildes; Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

The commission only.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:20 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

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**Alexandra Tassiello Norton**

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**To:** Johnathan O. Thomas

**Cc:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting



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**Alexandra Tassiello Norton**

*Service & Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Thursday, October 03, 2013 12:23:27 PM

---

Ok...well, then I can't do it by myself. ....

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 12:22 PM  
**To:** Kevin Wildes; Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

The commission only.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**Alexandra Tassiello Norton**

*Service & Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**To:** Johnathan O. Thomas

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**Subject:** RE: NEO GOV Meeting

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Please let me know if you don't hear anything by the end of today!

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Civil Service and Human Resources Improvements Areas of Agreement  
**Date:** Wednesday, September 25, 2013 3:00:31 PM

---

Thanks.....

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Tuesday, September 24, 2013 12:41 PM  
**To:** Kevin Wildes  
**Subject:** FW: Civil Service and Human Resources Improvements Areas of Agreement

Hi Fr. Wildes,

This is the agreement that we are currently floating. Lisa will bring it to you when it's more finalized. She is right in waiting to make sure the Mayor was on board.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Date:** Saturday, September 14, 2013 7:20:36 PM

---

Lex

I spoke with Andy the other day.

When you can, why don't you email gail and set up an appointment with me

Thanks!

---

**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: HUpdate with Glovinsky & Wildes  
**Date:** Wednesday, April 10, 2013 3:06:39 PM

---

I am here

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Apr 10, 2013, at 3:06 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Is he running a little bit late?

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Gail Howard [<mailto:goward@loyno.edu>] **On Behalf Of** Kevin Wildes

**Sent:** Wednesday, April 10, 2013 3:03 PM

**To:** Alexandra T. Norton

**Subject:** RE: HUpdate with Glovinsky & Wildes

Kevin is on his way.

*Gail Howard*

Executive Assistant to the President

Loyola University New Orleans

6363 St. Charles Avenue

Campus Box 9

New Orleans, LA 70118

504-865-3849

504-865-3851 FAX

[goward@loyno.edu](mailto:goward@loyno.edu)

<image001.png>

## Celebrating our Past, Embracing the Future

-----Original Appointment-----

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Wednesday, April 10, 2013 3:01 PM

**To:** Debbie Bergeron; Gail Howard

**Subject:** HUpdate with Glovinsky & Wildes

**When:** Wednesday, April 10, 2013 3:15 PM-4:15 PM (UTC-06:00) Central Time (US & Canada).

**Where:** City Hall CAO Conference Room - 9th Floor & conference call

Amy & David,

Please join us at 3:15 by calling:

504-658-7707 or 877-286-7156 toll-free

Conference ID: 253926

No password

**From:** [Gail Howard](#) on behalf of [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: HUpdate with Glovinsky & Wildes  
**Date:** Wednesday, April 10, 2013 3:02:12 PM  
**Attachments:** ole0.bmp

---

Kevin is on his way.

*Gail Howard*

Executive Assistant to the President

Loyola University New Orleans

6363 St. Charles Avenue

Campus Box 9

New Orleans, LA 70118

504-865-3849

504-865-3851 FAX

[goward@loyno.edu](mailto:goward@loyno.edu)



**Celebrating our Past, Embracing the Future**

-----Original Appointment-----

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Wednesday, April 10, 2013 3:01 PM

**To:** Debbie Bergeron; Gail Howard

**Subject:** HUpdate with Glovinsky & Wildes

**When:** Wednesday, April 10, 2013 3:15 PM-4:15 PM (UTC-06:00) Central Time (US & Canada).

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Amy & David,



Please join us at 3:15 by calling:

504-658-7707 or 877-286-7156 toll-free

Conference ID: 253926

No password

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Kristine David-LeLong](#)  
**Subject:** Fwd: Conferenc Call with Fr. Wildes Confirmed  
**Date:** Monday, February 25, 2013 2:49:40 PM

---

FYI.

kw,sj

504-415-3698

Sent from my iPhone,which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Kristine David-Lelong" <[klelong@loyno.edu](mailto:klelong@loyno.edu)>  
**Date:** February 25, 2013, 2:46:06 PM CST  
**To:** "Kevin Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** "Debbie Bergeron" <[bergeron@loyno.edu](mailto:bergeron@loyno.edu)>  
**Subject:** RE: Conferenc Call with Fr. Wildes Confirmed

Do you have her contact information so we can notify her.

## Kristine Lelong

Executive Assistant to the President for Board Relations  
Loyola University New Orleans  
6363 St. Charles Ave.  
New Orleans, LA 70118  
Business: 504-865-3858  
Fax: 504-865-3851  
[klelong@loyno.edu](mailto:klelong@loyno.edu)

Visit Loyola at [www.loyno.edu](http://www.loyno.edu)

---

**From:** Kevin Wildes  
**Sent:** Monday, February 25, 2013 2:40 PM  
**To:** David Osborne  
**Cc:** Kristine David-Lelong; [Fred.Preis@bswllp.com](mailto:Fred.Preis@bswllp.com); [Belinda.Catalano@bswllp.com](mailto:Belinda.Catalano@bswllp.com); Debbie Bergeron  
**Subject:** RE: Conferenc Call with Fr. Wildes Confirmed

Sounds good to me

---

**From:** David Osborne [<mailto:david@psg.us>]  
**Sent:** Monday, February 25, 2013 2:20 PM  
**To:** Kevin Wildes  
**Cc:** Kristine David-Lelong; [Fred.Preis@bswllp.com](mailto:Fred.Preis@bswllp.com); [Belinda.Catalano@bswllp.com](mailto:Belinda.Catalano@bswllp.com); Debbie Bergeron  
**Subject:** Re: Conferenc Call with Fr. Wildes Confirmed

Father Wildes-

I believe Alexandra Norton should also participate in this call, since she is coordinating civil service reform for Andy Kopplin?

David

On Feb 25, 2013, at 12:48 PM, Kevin Wildes wrote:

Thanks!

---

**From:** Kristine David-Lelong  
**Sent:** Monday, February 25, 2013 11:34 AM  
**To:** Kevin Wildes; [Fred.Preis@bswllp.com](mailto:Fred.Preis@bswllp.com); [Belinda.Catalano@bswllp.com](mailto:Belinda.Catalano@bswllp.com); [david@psg.us](mailto:david@psg.us)  
**Cc:** Kristine David-Lelong; Debbie Bergeron  
**Subject:** Conferenc Call with Fr. Wildes Confirmed

Dear Mr. Osborne and Mr. Preis,

The conference call with Fr. Wildes is confirmed for tomorrow, Tues., Feb. 25 at 10 a.m. CT.

Fr. Wildes will host the call using our AT&T teleconferencing #

Call the toll free dial in #:  
888-278-0296  
Access Code: 3378377

Thank you,

Kristine

## Kristine Lelong

Executive Assistant to the President for Board Relations  
Loyola University New Orleans  
6363 St. Charles Ave.  
New Orleans, LA 70118  
Business: 504-865-3858  
Fax: 504-865-3851  
[klelong@loyno.edu](mailto:klelong@loyno.edu)

<image001.jpg>

**Celebrating our Past, Embracing the Future**

Visit Loyola at [www.loyno.edu](http://www.loyno.edu)

David Osborne

[David@psg.us](mailto:David@psg.us)

O: 978 768 3217

Cell: 978 273 5397

**From:** [Michael G. Sherman](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Andrew D. Kopplin](#)  
**Subject:** Fw: Invoice for Civil Service Legal work  
**Date:** Saturday, February 16, 2013 12:05:16 PM

---

Lex -- what's the status here?

----- Original Message -----

From: Terry Ryder [<mailto:ryder.terry@gmail.com>]  
Sent: Friday, February 15, 2013 06:42 PM  
To: Michael G. Sherman  
Subject: Invoice for Civil Service Legal work

Mike,

FYI - I have not seen a check from the City for the civil service work I did last year (before August?) for Ms. Norton

Terry

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: HR/Civil Service legal review  
**Date:** Wednesday, February 06, 2013 1:20:25 PM

---

Thanks!

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, February 06, 2013 1:13 PM  
**To:** Kevin Wildes  
**Subject:** FW: HR/Civil Service legal review

Attached are:

- 1) The final report
- 2) A presentation summarizing the recommendations
- 3) The proposed new rules (categorized by the previous rule numbers and annotated)

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Gilbert's opinion  
**Date:** Monday, January 07, 2013 8:59:51 AM

---

Thanks. Will do?

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Jan 7, 2013, at 8:57 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

That's reasonable, no problem.

I'm not able to get a mtg with Andy, which is what I need to confirm I can access the funds. I'm going to try again, but if you do speak with him, feel free to inquire as well. If the budget shortfall didn't take it last year, we had \$21k set aside in city funds for a comprehensive legal review.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, January 06, 2013 09:31 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Gilbert's opinion

Alexandra

I will be in Monday morning. I then have a planning retreat with my Cabinet noon Monday till noon Tuesday.

I really....really...need to know if we have \$\$ for an independent legal opinion.

Right now, I can't share Gilbert's opinion with you for two reasons. First, I want a clean, unbiased outside opinion. (it is the science researcher in me. I want to contain any potential bias of the 2<sup>nd</sup> opinion) If the external atty reaches similar conclusions we have things we need to fix before we move forward. Second, what I have from Gilbert is a work product for the Commission. I am bound by that confidentiality and, unless the Commission gives permission to release it I am bound.

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, January 03, 2013 4:08 PM  
**To:** Kevin Wildes  
**Subject:** RE: Gilbert's opinion

Fr. Wildes,

I just left you a voicemail. Let me know a good time to reach you or feel free to call me at 504-237-5510. Thank you!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, January 03, 2013 11:47 AM

**To:** Alexandra T. Norton

**Subject:** RE: Glibert's opinion

great...

I'll be in my office later today. Give me a call and we can talk about Glibert's opinion. I'm in tomorrow as well.

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, January 03, 2013 11:37 AM

**To:** Kevin Wildes

**Subject:** Re: Glibert's opinion

I'm meeting with Andy tomorrow to confirm. We should have about \$20k left for this purpose unless there was a last minute budget crisis last year.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, January 03, 2013 11:19 AM

**To:** Alexandra T. Norton

**Subject:** Re: Glibert's opinion

Yes. But we need to talk about it first. Where are we \$ for the other lawyer?

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

On Jan 3, 2013, at 10:57 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Good morning Fr. Wildes,

Could you send Gilbert's opinion to me? Thanks!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New



Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email  
[atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Civil Service HR Transformation Rule Changes for legal review  
**Date:** Wednesday, January 02, 2013 2:13:28 PM

---

Many thanks....

When you know about the money, let me know and I ll get the review done.

Also I am moving ahead with Dana. When I know, I ll let you know

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Wednesday, January 02, 2013 2:04 PM  
To: Kevin Wildes  
Subject: Civil Service HR Transformation Rule Changes for legal review

Father Wildes,

Attached are the final report for Civil Service Transformation and an excel file of all the Rule Changes we are proposing, categorized by topic on each tab. These two documents should be provided to an attorney, the excel final needs the legal review.

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: CS Rule Revisions  
**Date:** Wednesday, September 12, 2012 11:55:21 PM

---

thanks.

I will send it to him for analysis

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, September 12, 2012 8:38 PM  
**To:** Kevin Wildes  
**Subject:** CS Rule Revisions

Attached are the final draft rule revisions that need legal review from Gilbert by 10/1 at the latest. Please provide these, and the legal analysis to David Osborne and Matt Torri in my office once complete and we'll get them into format to go before the Commission.

Thank you!

[david@psg.com](mailto:david@psg.com)

Matt Torri  
504-658-7646  
504-221-4710  
[mrtorri@nola.gov](mailto:mrtorri@nola.gov)

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Draft Civil Service HR Transformation Report - for CS Staff to review  
**Date:** Wednesday, September 12, 2012 11:54:50 PM

---

thanks...have they seen this before?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, September 12, 2012 8:47 PM  
**To:** Kevin Wildes  
**Subject:** Draft Civil Service HR Transformation Report - for CS Staff to review

Fr. Wildes,

Attached is the report for the Civil Service Departmentg staff to review by 9/26 at the latest. Once you receive the written report back from them on their comments and suggestions for improvements to it, could you send them to PSG for review? Thank you!

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Civil Service Transformation Report and Questions Contact  
**Date:** Tuesday, September 11, 2012 6:56:11 PM

---

thanks!

how public is this at this time?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, September 11, 2012 4:48 PM  
**To:** Kevin Wildes  
**Subject:** RE: Civil Service Transformation Report and Questions Contact

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, September 11, 2012 4:43 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Civil Service Transformation Report and Questions Contact

Lex

can you send me a copy (you may have and I missed placed it) of the employee survey?

thanks!

\

take care! prayers!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, September 11, 2012 3:14 PM  
**To:** Osborne David; Kevin Wildes; Amy Glovinsky; [dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)  
**Subject:** Civil Service Transformation Report and Questions Contact

Hi All,

Since we've met, I wanted to share the contact information for David Osborne with PSG. David is contracted with us to provide full support to the Commission on all policy issues that may arise throughout the rest of this year, so you all can have confidence that we're in excellent hands. Please feel free to reach out to him with questions, concerns, and for follow up to any of the issues you identify.

David, I've also provided Fr. Wildes' contact information below so that you may contact the Commissioners if and when the need arises in the course of the rest of this project this year.

[wildesk@loyno.edu](mailto:wildesk@loyno.edu)

(504) 865-3849

(504) 415-3698

David Osborne

Public Strategies Group

[David@psg.us](mailto:David@psg.us)

25 Belcher St.

Essex, MA 01929

O: 978 768 3217

Cell: 978 273 5397

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Civil Service Transformation Report and Questions Contact  
**Date:** Tuesday, September 11, 2012 4:43:30 PM

---

Lex

can you send me a copy (you may have and I missed placed it) of the employee survey?

thanks!

\

take care! prayers!

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Tuesday, September 11, 2012 3:14 PM  
**To:** Osborne David; Kevin Wildes; Amy Glovinsky; [dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)  
**Subject:** Civil Service Transformation Report and Questions Contact

Hi All,

Since we've met, I wanted to share the contact information for David Osborne with PSG. David is contracted with us to provide full support to the Commission on all policy issues that may arise throughout the rest of this year, so you all can have confidence that we're in excellent hands. Please feel free to reach out to him with questions, concerns, and for follow up to any of the issues you identify.

David, I've also provided Fr. Wildes' contact information below so that you may contact the Commissioners if and when the need arises in the course of the rest of this project this year.

[wildesk@loyno.edu](mailto:wildesk@loyno.edu)

(504) 865-3849

(504) 415-3698

David Osborne  
Public Strategies Group

[David@psg.us](mailto:David@psg.us)

25 Belcher St.

Essex, MA 01929

O: 978 768 3217

Cell: 978 273 5397

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Gail Howard](#)  
**Subject:** RE: Preliminary recommendations on Civil Service transformation  
**Date:** Wednesday, September 05, 2012 10:45:39 AM

---

works for me

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Wednesday, September 05, 2012 10:34 AM  
To: Kevin Wildes; Gail Howard  
Subject: RE: Preliminary recommendations on Civil Service transformation

Since Fr. Wildes will be downtown, should we try to meet with Joe at 12 on Monday at my office in City Hall or at Joe's office in the main library next door?

---

From: Kevin Wildes [[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
Sent: Wednesday, September 05, 2012 10:25 AM  
To: Gail Howard; Alexandra T. Norton; Dana Douglas  
Subject: RE: Preliminary recommendations on Civil Service transformation

sounds good. see what works for everyone else

-----Original Message-----

From: Gail Howard  
Sent: Wednesday, September 05, 2012 10:02 AM  
To: Alexandra T. Norton; Dana Douglas  
Cc: Kevin Wildes  
Subject: RE: Preliminary recommendations on Civil Service transformation

The Civil Service Meeting has been cancelled on Monday. Do you want to meet at 10:00 a.m. instead. If so, Dana can we meet in your office?  
Thank you, Gail

Gail Howard  
Executive Assistant to the President  
Loyola University New Orleans  
6363 St. Charles Avenue  
Campus Box 9  
New Orleans, LA 70118  
504-865-3849  
504-865-3851 FAX  
[goward@loyno.edu](mailto:goward@loyno.edu)

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Tuesday, September 04, 2012 1:20 PM  
To: Dana Douglas; Gail Howard  
Subject: RE: Preliminary recommendations on Civil Service transformation

Ok, I'll be flexible and hold 12 - 1:30. See you then!

Alexandra Tassiello Norton



Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
Sent: Tuesday, September 04, 2012 1:18 PM  
To: Alexandra T. Norton; 'Gail Howard'  
Subject: RE: Preliminary recommendations on Civil Service transformation

The meeting are generally over by noon but there is no way to be sure.

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Tuesday, September 04, 2012 1:17 PM  
To: Dana Douglas; Gail Howard  
Subject: RE: Preliminary recommendations on Civil Service transformation

Yes, we can host down in the basement conference room - Room BE10. What time do you think it will be?

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
Sent: Tuesday, September 04, 2012 11:20 AM  
To: Gail Howard  
Cc: Alexandra T. Norton  
Subject: Re: Preliminary recommendations on Civil Service transformation

Monday works. We can likely meet in Alexandra's office or I can check to see if the civil service office is available.

On Sep 4, 2012, at 11:11 AM, "Gail Howard" <[ghoward@loyno.edu](mailto:ghoward@loyno.edu)> wrote:

> There is a civil service meeting on Monday morning at 10:00. Perhaps  
> the three of you could meet following that meeting. He has to be back

> on campus for a 2:00 p.m. meeting. Would that work as he will be  
> downtown.

>

> Gail Howard

> Executive Assistant to the President

> Loyola University New Orleans

> 6363 St. Charles Avenue

> Campus Box 9

> New Orleans, LA 70118

> 504-865-3849

> 504-865-3851 FAX

> [ghoward@loyno.edu](mailto:ghoward@loyno.edu)

>

>

> -----Original Message-----

> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
> Sent: Tuesday, September 04, 2012 11:07 AM  
> To: Gail Howard; Dana Douglas  
> Subject: RE: Preliminary recommendations on Civil Service  
> transformation

>  
> Yes, I'm wide open both days.

>  
> Alexandra Tassiello Norton  
> Service and Innovation Manager  
> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
> LA  
> 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
> [atnorton@nola.gov](mailto:atnorton@nola.gov)

> -----Original Message-----

> From: Gail Howard [<mailto:goward@loyno.edu>]  
> Sent: Tuesday, September 04, 2012 11:06 AM  
> To: Dana Douglas  
> Cc: Alexandra T. Norton  
> Subject: RE: Preliminary recommendations on Civil Service  
> transformation

> Fr. Wildes would rather meet in person. Can we reschedule to next  
> Monday or Tuesday?

> Gail Howard  
> Executive Assistant to the President  
> Loyola University New Orleans  
> 6363 St. Charles Avenue  
> Campus Box 9  
> New Orleans, LA 70118  
> 504-865-3849  
> 504-865-3851 FAX  
> [goward@loyno.edu](mailto:goward@loyno.edu)

> -----Original Message-----

> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
> Sent: Tuesday, September 04, 2012 11:04 AM  
> To: Gail Howard  
> Cc: Alexandra T. Norton  
> Subject: Re: Preliminary recommendations on Civil Service  
> transformation

> I'm happy to join you guys by telephone on tomorrow at that time.

> On Sep 4, 2012, at 10:58 AM, "Gail Howard" <[goward@loyno.edu](mailto:goward@loyno.edu)> wrote:

>> Alexandra and Dana,

>> Fr. Wildes is booked until 4:00 tomorrow but could meet in his office

>> in the 4:00 to 5:30 time frame. He has a 6:00 p.m. dinner meeting on

>> campus. He will be out of town on Thursday and Friday so he would  
>> not  
>

>> be available on those dates.

>>  
>> Please advise if the above suggested time frame could work.

>>  
>> Thank you,

>>  
>> Gail

>>  
>>  
>>  
>> Gail Howard  
>> Executive Assistant to the President  
>> Loyola University New Orleans  
>> 6363 St. Charles Avenue  
>> Campus Box 9  
>> New Orleans, LA 70118  
>> 504-865-3849  
>> 504-865-3851 FAX  
>> ghoward@loyno.edu

>>  
>>  
>> -----Original Message-----  
>> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
>> Sent: Tuesday, September 04, 2012 9:46 AM  
>> To: Dana Douglas  
>> Cc: Gail Howard  
>> Subject: RE: Preliminary recommendations on Civil Service  
>> transformation

>>  
>> Dana and Gail, hope you both are getting back to normal!  
>>  
>> Could we reschedule for any of the following times at Dana's office?  
>>  
>> Wednesday (tomorrow) 4-6 pm  
>> Thursday anytime  
>> Friday anytime

>>  
>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,

>> LA  
>> 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>>  
>> -----Original Message-----  
>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>> Sent: Thursday, August 30, 2012 4:30 AM  
>> To: Alexandra T. Norton  
>> Cc: Gail Howard  
>> Subject: Re: Preliminary recommendations on Civil Service  
>> transformation

>>

>> Yes, sorry I should have reached out completely slipped my mind. Our  
>> office will be closed tomorrow. I'm well. Hope the two of you are as  
>> well.

>>  
>> On Aug 30, 2012, at 2:03 AM, "Alexandra T. Norton"

>> <atnorton@nola.gov>

>> wrote:

>>

>>>

>>> \_Hi Dana,

>>>

>>> We're thinking it's best to cancel tomorrow. I'll check back in with  
>> you both to reschedule for next week. Hope you all are doing well.

>>>

>>> \_\_\_\_\_

>>> From: Dana Douglas [mailto:dmdouglas@liskow.com]

>>> Sent: Friday, August 24, 2012 10:33 AM

>>> To: 'Gail Howard'

>>> Cc: Alexandra T. Norton

>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation

>>>

>>> Great. The address is 701 Poydras Street (One Shell Square) Suite  
>> 5000. The building is located on Poydras between St. Charles and  
>> Carondelet.

>>>

>>> From: Gail Howard [mailto:goward@loyno.edu]

>>> Sent: Friday, August 24, 2012 10:32 AM

>>> To: Dana Douglas

>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation

>>>

>>> Why don't we say 2:15 as Fr. Wildes will be coming from another  
>>> meeting. What is that address and suite number? Thank you, Gail

>>>

>>> Gail Howard

>>> Executive Assistant to the President Loyola University New Orleans

>>> 6363 St. Charles Avenue

>>> Campus Box 9

>>> New Orleans, LA 70118

>>> 504-865-3849

>>> 504-865-3851 FAX

>>> goward@loyno.edu<mailto:goward@loyno.edu>

>>>

>>> From: Dana Douglas [mailto:dmdouglas@liskow.com]

>>> Sent: Friday, August 24, 2012 10:28 AM

>>> To: 'Alexandra T. Norton'; Gail Howard

>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation

>>>

>>> Works for me.

>>>

>>> From: Alexandra T. Norton

>>> [mailto:atnorton@nola.gov]<mailto:[mailto:atnorton@nola.gov]>

>>> Sent: Friday, August 24, 2012 10:27 AM

>>> To: Dana Douglas; 'Gail Howard'

>>> Subject: RE: Preliminary recommendations on Civil Service

>>> transformation  
>>>  
>>> That sounds perfect. Could I schedule the meeting for Dana's office  
>>> at  
>> 2 Thursday?  
>>>  
>>> Alexandra Tassiello Norton  
>>> Service and Innovation Manager  
>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New  
>>> Orleans,  
>  
>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>  
>>>  
>>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>>> Sent: Friday, August 24, 2012 10:26 AM  
>>> To: 'Gail Howard'  
>>> Cc: Alexandra T. Norton  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Thanks Gail. I can meet at either of those times and dates. My  
>> office is available if you would like to have the meeting here. I  
>> have a standing 12:30 on Thursdays so if that date is most convenient

>> we would have to have it here in the office. Let me know what works  
>> best for Fr. Wildes.

>>>  
>>> From: Gail Howard  
>>> [<mailto:goward@loyno.edu>]<[mailto:\[mailto:goward@loyno.edu\]](mailto:[mailto:goward@loyno.edu])>  
>>> Sent: Friday, August 24, 2012 10:25 AM  
>>> To: Dana Douglas  
>>> Cc: Alexandra T. Norton  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>

>>> Would you be able to meet later Tuesday afternoon around 3:00 your  
>> office of here or Thursday afternoon after 2:00, your office or here?

>>>  
>>> Gail Howard  
>>> Executive Assistant to the President Loyola University New Orleans  
>>> 6363 St. Charles Avenue  
>>> Campus Box 9  
>>> New Orleans, LA 70118  
>>> 504-865-3849  
>>> 504-865-3851 FAX  
>>> goward@loyno.edu<<mailto:goward@loyno.edu>>  
>>>

>>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>>> Sent: Thursday, August 23, 2012 1:01 PM  
>>> To: Gail Howard  
>>> Cc: Alexandra T. Norton  
>>> Subject: Re: Preliminary recommendations on Civil Service  
>>> transformation  
>>>

>>> It may be difficult for me to get uptown but I can participate by  
>> telephone if that works.

>>>  
>>> On Aug 23, 2012, at 12:58 PM, "Gail Howard"  
>> <ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>> wrote:  
>>> Fr. Wildes could do 11:30 on Tuesday, August 28 here in our office.  
>>>  
>>> Gail Howard  
>>> Executive Assistant to the President Loyola University New Orleans  
>>> 6363 St. Charles Avenue  
>>> Campus Box 9  
>>> New Orleans, LA 70118  
>>> 504-865-3849  
>>> 504-865-3851 FAX  
>>> ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>  
>>>  
>>> From: Alexandra T. Norton  
>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>  
>>> Sent: Thursday, August 23, 2012 10:19 AM  
>>> To: Dana Douglas; Gail Howard  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Dana, attached is a word doc draft of the recommendations. The  
>>> section  
>> on Incentive Pay is still being adjusted this week - we have a focus  
>> group with Department Heads and Deputy Mayors and will need to  
>> incorporate their feedback.  
>>>  
>>> Also attached is the set of rule changes proposed for Hiring,  
>> Promotions and Salary. Column D is the recommended replacement  
>> language, column E is language that is currently in place. We will  
>> also have a set on Appeals ready this week for Gilbert and a set on  
>> Incentive Pay and Evaluations in the next couple weeks.  
>>>  
>>> Please let me know if you have any questions before we meet,  
>>> otherwise  
>> I'll be prepared to answer them next week. Thanks!  
>>>  
>>> Alexandra Tassiello Norton  
>>> Service and Innovation Manager  
>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New  
>>> Orleans,  
>  
>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>  
>>>  
>>> From: Dana Douglas  
>>> [<mailto:dmdouglas@liskow.com>]<[mailto:\[mailto:dmdouglas@liskow.com\]](mailto:[mailto:dmdouglas@liskow.com])>  
>>> Sent: Thursday, August 23, 2012 10:14 AM  
>>> To: Alexandra T. Norton; 'Gail Howard  
>> (ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>)'  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> All of those dates work for me. On Thursday, I have meetings until  
>> about 2 so it would have to be afterwards. I am flexible the other  
>> days. Will you be able to send me the recommendations as well as the

>> rule changes Gilbert is working on before then?

>>

>>

>>>

>>> From: Alexandra T. Norton

>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>

>>> Sent: Thursday, August 23, 2012 10:10 AM

>>> To: Dana Douglas; Gail Howard

>>> (ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>)

>>> Subject: Preliminary recommendations on Civil Service transformation

>>>

>>> Hi Dana,

>>>

>>> The survey results from employees are in - I'm drafting a report

>> summarizing it to release to employees and then to the public. The

>> responses were very thoughtful and confirm we are working on all the

>> right issues! We have a set of preliminary recommendations I need to

>> start reviewing with all Commissioners in detail in order to be ready

>> to introduce them in October. Gilbert Buras is doing the in-depth

>> legal review of the rule change language, but I'd like to get

>> together

>

>> with you all now (before I go out on maternity leave 9/14) to dig in

>> depth on what the recommended improvements are and why, and get your

> feedback.

>>>

>>> Dana, are you free, and Gail, is Kevin free, next week any of the

>> following times?

>>>

>>> Tuesday anytime after 10:30

>>> Thursday anytime

>>> Friday 9-4

>>>

>>> We can meet either at Dana's office or Fr. Wildes, whichever is most

>> convenient for everyone. Thank you so much for your time!

>>>

>>> Alexandra Tassiello Norton

>>> Service and Innovation Manager

>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New

>>> Orleans,

>

>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>

>>>

>>>

>>

>>

>>

>>

>>

>

>

>

>

>

>





**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: scheduling with the commissioners  
**Date:** Tuesday, September 04, 2012 9:58:57 AM

---

Yes!

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Tuesday, September 04, 2012 9:51 AM  
**To:** Kevin Wildes  
**Subject:** scheduling with the commissioners

Fr. Wildes,

I'm working with Gail to reschedule for this week. Next week is my last week in the office so I need to meet with all the Commissioners, except Amy, to brief them in detail on the proposed changes.

**Can I work with Gail to schedule with Debra and Joe for next week?**

What I'd like to do is if they have questions or concerns after talking through all the rule changes and reading the reports, connect them (perhaps via you) to David Osborne. He will be the one to defend the recommendations and make changes is needed.

Here is his contact info for your reference is there is anything you need while I'm out:

David Osborne  
Public Strategies Group  
[David@psg.us](mailto:David@psg.us)  
25 Belcher St.  
Essex, MA 01929  
O: 978 768 3217  
Cell: 978 273 5397

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: CS / HR transformation preliminary recommendations  
**Date:** Tuesday, August 21, 2012 4:39:21 PM

---

thanks!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, August 21, 2012 11:52 AM  
**To:** Kevin Wildes  
**Subject:** RE: CS / HR transformation preliminary recommendations

Attached are two documents. The first is the short powerpoint presentation of issues with the current CS system and the recommendations. The second document is the longer report (15 pages) on the areas of reform and the recommendations discussed by PSG.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, August 21, 2012 9:59 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: CS / HR transformation preliminary recommendations

all I ever get is you summary memo. I never get the recommendations

I am interested in the summary recommendations for CS not in how we could/should proceed

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, August 21, 2012 8:14 AM  
**To:** Kevin Wildes  
**Subject:** Re: CS / HR transformation preliminary recommendations

I sent them to you twice this morning. Did you receive them? You may have to scroll down to the end of the email.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, August 21, 2012 07:56 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: CS / HR transformation preliminary recommendations

could you please send me the psg report/recommendations?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, August 21, 2012 7:48 AM  
**To:** Kevin Wildes  
**Subject:** Fw: CS / HR transformation preliminary recommendations

Here are the preliminary recommendations for your review.

---

**From:** Alexandra T. Norton  
**Sent:** Monday, August 20, 2012 04:33 PM  
**To:** Kevin Wildes <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** Gail Howard ([goward@loyno.edu](mailto:goward@loyno.edu)) <[goward@loyno.edu](mailto:goward@loyno.edu)>  
**Subject:** CS / HR transformation preliminary recommendations

Fr. Wildes,

1. I would like to schedule meetings with each of the Commissioners in order to review and discuss these preliminary recommendations before I go on maternity leave. Ideally if I could start this week or next it would be great. Are you comfortable with me reaching out to them? Would you like to have these meetings at your office or would you rather I just have them separately and report back to you?
2. Would you call me with any questions or concerns about the preliminary recommendations? Attached for your review and approval prior to the meeting with the Mayor Thursday at 2 p.m.:
  - A brief presentation of issues and recommendations
  - A 15 page report from PSG on preliminary recommendations
3. Could you have a conversation with Gilbert to make it clear to him, in a positive way, that all the rule changes need reviewed for legality before 10/1, in order for the Commission to meet its goal that the reform package is submitted by 10/15?

Thank you for spending so much time on this, and I apologize for all the needs this week as you just returned. Please let me know if there is anything I can do to assist you and make this easier.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: CS / HR transformation preliminary recommendations  
**Date:** Tuesday, August 21, 2012 1:39:17 PM

---

Ok

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

On Aug 21, 2012, at 1:24 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

> Great. I'll call you right at 5. If you are free earlier and find you need to talk sooner, you can reach me at my desk at 658-8452. Thank you!

>

> Alexandra Tassiello Norton  
> Service and Innovation Manager  
> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
> Desk 504-658-8452 | Mobile 504-237-5510 | Email atnorton@nola.gov

>

>

> -----Original Message-----

> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
> Sent: Tuesday, August 21, 2012 1:23 PM  
> To: Alexandra T. Norton  
> Subject: Re: CS / HR transformation preliminary recommendations

>

> How is 5? Or 4?

>

> kw,sj  
> 504-415-3698

>

> Sent from my iPhone this email is considered confidential.

>

> On Aug 21, 2012, at 1:18 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>

>> Yes, of course. Thank you so much. What time do you think you'll be free again?

>>

>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>

>>

>> -----Original Message-----

>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
>> Sent: Tuesday, August 21, 2012 1:17 PM  
>> To: Alexandra T. Norton  
>> Subject: Re: CS / HR transformation preliminary recommendations

>>

>> Sorry. In a cabinet retreat till later this afternoon.

>>

>> Can I call you later?

>>

>> kw,sj

>> 504-415-3698

>>

>> Sent from my iPhone this email is considered confidential.

>>

>> On Aug 21, 2012, at 1:15 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>>

>>> Fr. Wildes,

>>>

>>> Are you available to talk today? I just tried your cell phone.

>>>

>>> Alexandra Tassiello Norton

>>> Service and Innovation Manager

>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,

>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>>> atnorton@nola.gov

>>>

>>> -----Original Message-----

>>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>>> Sent: Tuesday, August 21, 2012 12:57 PM

>>> To: Alexandra T. Norton

>>> Subject: Re: CS / HR transformation preliminary recommendations

>>>

>>> Thanks.

>>>

>>> kw,sj

>>> 504-415-3698

>>>

>>> Sent from my iPhone this email is considered confidential.

>>>

>>> On Aug 21, 2012, at 11:52 AM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>>>

>>>> Attached are two documents. The first is the short powerpoint presentation of issues with the current CS system and the recommendations. The second document is the longer report (15 pages) on the areas of reform and the recommendations discussed by PSG.

>>>>

>>>>

>>>> Alexandra Tassiello Norton

>>>> Service and Innovation Manager

>>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New

>>>> Orleans, LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>

>>>>

>>>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>>>> Sent: Tuesday, August 21, 2012 9:59 AM

>>>> To: Alexandra T. Norton

>>>> Subject: RE: CS / HR transformation preliminary recommendations

>>>>

>>>> all I ever get is you summary memo. I never get the recommendations

>>>>

>>>> I am interested in the summary recommendations for CS not in how we

>>>> could/should proceed

>>>>

>>>> From: Alexandra T. Norton

>>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>

>>>> Sent: Tuesday, August 21, 2012 8:14 AM

>>>> To: Kevin Wildes

>>>> Subject: Re: CS / HR transformation preliminary recommendations

>>>>

>>>> I sent them to you twice this morning. Did you receive them? You may have to scroll down to the end of the email.

>>>>

>>>>

>>>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>>>> Sent: Tuesday, August 21, 2012 07:56 AM

>>>> To: Alexandra T. Norton

>>>> Subject: RE: CS / HR transformation preliminary recommendations

>>>>

>>>> could you please send me the psg report/recommendations?

>>>>

>>>> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]

>>>> Sent: Tuesday, August 21, 2012 7:48 AM

>>>> To: Kevin Wildes

>>>> Subject: Fw: CS / HR transformation preliminary recommendations

>>>>

>>>> Here are the preliminary recommendations for your review.

>>>>

>>>> From: Alexandra T. Norton

>>>> Sent: Monday, August 20, 2012 04:33 PM

>>>> To: Kevin Wildes <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)<<mailto:wildesk@loyno.edu>>>

>>>> Cc: Gail Howard ([goward@loyno.edu](mailto:goward@loyno.edu)<<mailto:goward@loyno.edu>>

>>>> <[goward@loyno.edu](mailto:goward@loyno.edu)<<mailto:goward@loyno.edu>>>

>>>> Subject: CS / HR transformation preliminary recommendations

>>>>

>>>> Fr. Wildes,

>>>>

>>>>

>>>> 1. I would like to schedule meetings with each of the Commissioners in order to review and discuss these preliminary recommendations before I go on maternity leave. Ideally if I could start this week or next it would be great. Are you comfortable with me reaching out to them? Would you like to have these meetings at your office or would you rather I just have them separately and report back to you?

>>>>

>>>>

>>>> 2. Would you call me with any questions or concerns about the preliminary recommendations? Attached for your review and approval prior to the meeting with the Mayor Thursday at 2 p.m.:

>>>>

>>>>

>>>> · A brief presentation of issues and recommendations

>>>>

>>>> · A 15 page report from PSG on preliminary recommendations

>>>>

>>>>

>>>> 3. Could you have a conversation with Gilbert to make it clear to him, in a positive way, that all the rule changes need reviewed for legality before 10/1, in order for the Commission to meet its goal that the reform package is submitted by 10/15?

>>>>

>>>>

>>>> Thank you for spending so much time on this, and I apologize for all the needs this week as you just returned. Please let me know if there is anything I can do to assist you and make this easier.

>>>>

>>>> Alexandra Tassiello Norton

>>>> Service and Innovation Manager

>>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New  
>>>> Orleans, LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>  
>>>>  
>>>> <Preliminary Recommendations for DMs 08202012ak.pptx> <Memo - Civil  
>>>> Service HR Transformation 081712.docx>

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Meeting with Mayor  
**Date:** Monday, August 20, 2012 12:02:15 PM

---

Have not read. Have a day job

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

On Aug 20, 2012, at 11:54 AM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

> Kevin, Did you get this request? Gail  
>  
> -----Original Appointment-----  
> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
> Sent: Monday, August 20, 2012 11:34 AM  
> To: Alexandra T. Norton; Kevin Wildes; David Osborne (david@psg.us); Tharon Greene  
> Subject: Meeting with Mayor  
> When: Thursday, August 23, 2012 2:00 PM-3:00 PM (UTC-06:00) Central Time (US & Canada).  
> Where: Mayor's Office  
>  
>  
>  
>  
> <Meeting with Mayor>



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Employee Evaluation  
**Date:** Sunday, August 19, 2012 9:55:34 PM

---

lets talks sometime tomorrow?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Friday, August 10, 2012 4:32 PM  
**To:** Kevin Wildes  
**Subject:** Employee Evaluation

Fr. Wildes,

Attached is a tool you could use for an evaluation of your top management. Here are some points I considered for this:

1. Evaluations with 1-5 scores are passé. The best minds now recommend Performance Management based around two pillars: (1) real dialogue and exchange with the employee that leads to better performance on their end and better management on your end and (2) objective measures of performance.
2. Best practice shows that Performance Management is not about the form being used, but the understanding and improvement that comes from effective feedback and discussion. Open ended questions are more effective than 1-5 type scoring for the feedback and self-assessment portions of the performance review process.
3. Objective measures of performance should also be used. The difficulty for your Commission in using objective performance measures this year at this time is that you likely haven't set specific measurements with your Department Head's participation, such as: ensure hiring takes 60 days on average or provide decisions about personnel actions to departments within 30 days or less. If you would like to set those measurements for next year, I can help. In the meantime, I used the mission and the initiatives for 2011 that your department director committed to. Therefore, it's fair for you all to evaluate her performance against those objective goals. I attached the 2011Business Plan that makes these commitments.
4. The best evaluation of performance comes from customers, if you have them. The Civil Service department has many customers: department managers, employees and citizens. Actually, this is probably too many customers, which is why we see they aren't doing well in fulfilling everyone's expectations. Normally you should have regular annual surveys of all your customers. I'd like to talk more with you about this – but for this year only, I recommend having 3 meetings with depts. who are customers of the Civil Service department to hear feedback on how the Civil Service Department is performing. The Department Director is responsible for the performance of the Department – the buck stops there, so that gives you external feedback about the employee's performance.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Update and next week  
**Date:** Saturday, August 18, 2012 10:58:06 AM

---

Ok

I am here and actually down town next wed. But, I am doing a retreat for my Cabinet which ends at noon on Wed.

any chance we could do it Wed afternoon or Thursday or Friday?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Friday, August 17, 2012 4:11 PM  
**To:** Kevin Wildes  
**Subject:** Update and next week

Hi Fr. Wildes,

I'm around all weekend if you'd like to give me a call on this.

We are scheduling a meeting with the Mayor and PSG to do a quick update and confirm our schedule for submitting these Civil Service and HR reforms. **Are you available to meet with us + the Mayor Wednesday, August 22 at 11:15 a.m. for about 45 minutes?**

**Two other quick questions:**

1. We're ready to begin briefing the Commissioners on the reform package, should I start scheduling those with you, me and each commissioner, coordinating with Gail?
2. How do I get the Mayor on the Agenda for the October 15<sup>th</sup> meeting? He'll need 20 minutes I think and he needs it to be in the afternoon because that morning he is presenting to the Council the City's budget. We can have speakers lined up as well.

Schedule for September, October and November:

1. Meet with Commissioners individually at the end of this month/first week of Sept to get your thoughts on the specific reforms
2. Mayor will bring the reform package 10/15 to the Commission meeting (we need to have this in the afternoon - who do I talk with to get on the agenda and to make sure it's in the afternoon?)
3. Target a vote from the Commission at the 11/19 meeting, if it has to slip, slip to the Dec meeting.

Thank you!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Employee Evaluation  
**Date:** Sunday, August 12, 2012 11:53:51 AM

---

thanks!

I ll be back in New Orleans tonight.

I will give this some further thought about how best to proceed

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Friday, August 10, 2012 4:32 PM  
**To:** Kevin Wildes  
**Subject:** Employee Evaluation

Fr. Wildes,

Attached is a tool you could use for an evaluation of your top management. Here are some points I considered for this:

1. Evaluations with 1-5 scores are passé. The best minds now recommend Performance Management based around two pillars: (1) real dialogue and exchange with the employee that leads to better performance on their end and better management on your end and (2) objective measures of performance.
2. Best practice shows that Performance Management is not about the form being used, but the understanding and improvement that comes from effective feedback and discussion. Open ended questions are more effective than 1-5 type scoring for the feedback and self-assessment portions of the performance review process.
3. Objective measures of performance should also be used. The difficulty for your Commission in using objective performance measures this year at this time is that you likely haven't set specific measurements with your Department Head's participation, such as: ensure hiring takes 60 days on average or provide decisions about personnel actions to departments within 30 days or less. If you would like to set those measurements for next year, I can help. In the meantime, I used the mission and the initiatives for 2011 that your department director committed to. Therefore, it's fair for you all to evaluate her performance against those objective goals. I attached the 2011Business Plan that makes these commitments.
4. The best evaluation of performance comes from customers, if you have them. The Civil Service department has many customers: department managers, employees and citizens. Actually, this is probably too many customers, which is why we see they aren't doing well in fulfilling everyone's expectations. Normally you should have regular annual surveys of all your customers. I'd like to talk more with you about this – but for this year only, I recommend having 3 meetings with depts. who are customers of the Civil Service department to hear feedback on how the Civil Service Department is performing. The Department Director is responsible for the performance of the Department – the buck stops there, so that gives you external feedback about the employee's performance.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: ?  
**Date:** Friday, August 10, 2012 9:17:36 AM

---

thanks...this is helpful

I will be back in NOLA on Sunday....so we can catch up after that!

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Thursday, August 09, 2012 6:07 PM  
To: Kevin Wildes  
Subject: RE: ?

Yes, we plan to:

1. meet with everyone individually at the end of this month/first week of Sept to get your thoughts on the specific reforms 2. Mayor will bring the reform package 10/15 to the commission meeting (we need to have this in the afternoon - who do I talk with to get on the agenda and to make sure it's in the afternoon?) 3. Target a vote from the Commission at the 11/19 meeting, if it has to slip, slip to the Dec meeting.

Does this all sound possible? We briefed the commissioners on this type of schedule in the first round of meetings we had.

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
Sent: Wednesday, August 08, 2012 3:29 PM  
To: Alexandra T. Norton  
Subject: ?

Do we have a time table on when (more or less) you all will be bringing reform measures to the Commission this year?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Confidential  
**Date:** Friday, August 10, 2012 9:16:56 AM  
**Sensitivity:** Confidential

---

thanks!

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Thursday, August 09, 2012 6:11 PM  
**To:** Kevin Wildes  
**Subject:** RE: Confidential  
**Sensitivity:** Confidential

Fr. Wildes,

I'm sorry, I will send you the evaluation tool tomorrow.

I'm waiting on some data to pick the 3 depts that use Civil Service dept's services the most in a variety of ways. I think one of the most effective ways to measure a dept head's performance is to survey or focus group the other departments who rely on the dept being evaluated. So if NOPD, Parkways and NORD, for example, are very happy with the services they get from the Civil Service dept, then we know the dept is meeting its mission well. There's more, I'll email you tomorrow!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
**Sent:** Tuesday, August 07, 2012 2:18 PM  
**To:** Alexandra T. Norton  
**Subject:** Confidential  
**Sensitivity:** Confidential

Alexandra

do you know of any good tools out there that would help the Commission do an evaluation of Lisa?  
It seems to me that with all the talk about evaluation that the Commission should lead by example.

thoughts?

---

**CONFIDENTIALITY NOTICE:** This email message is for the sole use of the intended recipient(s) and may contain confidential information. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Information regarding the Budget for the Appeals Process  
**Date:** Monday, August 06, 2012 10:48:28 AM

---

thanks!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, August 06, 2012 10:48 AM  
**To:** Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Of course, I'll make sure they send it electronically too.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, August 06, 2012 10:47 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I will

if he could send it electronically, that would be great as I am still in NJ

I ll be back Sunday...

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, August 06, 2012 10:22 AM  
**To:** Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

When I spoke to Andy on Friday he again said the funding for the hearings would be restored, in addition we'll cover NeoGov each year.

I just asked Joyce and Andy again when the letter would be sent to you. Hopefully soon. I will give you an update as soon as I know. I'll also check again on Wednesday if I don't hear back from Joyce or Andy.

In the meantime, of course feel free to reach out to Andy directly if you think that would help.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, August 06, 2012 10:10 AM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Information regarding the Budget for the Appeals Process

Do we know where this stands?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

Begin forwarded message:

**From:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Date:** August 6, 2012 10:30:43 AM EDT  
**To:** ""Kevin Wildes"" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** ""Dana Douglas"" <[dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)>, ""Amy Glovinsky"" <[aglovinsky@yahoo.com](mailto:aglovinsky@yahoo.com)>, ""Debra Neveu"" <[dneveu@dillard.edu](mailto:dneveu@dillard.edu)>, ""Joseph S. Clark"" <[jclark@neworleanspubliclibrary.org](mailto:jclark@neworleanspubliclibrary.org)>  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Father Wildes:

I just received a call from Jay Ginsberg asking if he should continue with hearings. Based upon your last email regarding your discussion with Mr. Kopplin, I am inclined to tell him to continue with them. Please let me know if you agree.

Thanks,

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
City of New Orleans  
(504) 658-3504

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:42 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Thanks Kevin!

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 1:40 PM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I was told by Andy Kopplin that there would be a supplement for Jay's budget.

I will email, and cc everyone, to be sure this is communicated and acted upon asap

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:35 PM  
**To:** Kevin Wildes; 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Kevin:

We learned at today's meeting that Jay's budget is currently exhausted. The budget of the court reporters is also either close to being exhausted or completely exhausted. Jay asked for our direction as to whether to continue hearing appeals or to delay all hearings until January. You may remember that he continued hearing last year despite exhausting the budget before the end of the year and was reimbursed in January. That is part of the reason we are in the position we are in now. We need to decide whether to do the same (which will cause another shortfall next year) or to just delay the hearings which I am sure is going to get some attention from the employees and from the administration—although perhaps that will press upon everyone the urgency of the situation we are facing. Jay will continue to do hearings until Friday but would like some direction from us going forward. Currently, there are hearings scheduled through October.



Should we have a brief meeting upon your return to discuss? If so, we would still need to decide what to do in the interim and until we are able to meet.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 8:37 AM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

there was a first response, shortly after I sent the letter to the CAO and it basically was "let me look into this".

That was the last I heard. I reached out again this AM

kw,sj

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 7:35 AM  
**To:** 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'; Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I know we sent out a letter regarding our general budget concerns? Did we send a notification to the CAO that our hearing officer's budget would be exhausted by the end of this month as well? Has there been any response to that?

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Wednesday, June 27, 2012 4:24 PM  
**To:** Amy Glovinsky; Dana Douglas; Debra Neveu; Joseph S. Clark; Rev. Kevin Wildes  
**Subject:** Information regarding the Budget for the Appeals Process

Dear Commissioners:

Jay Ginsberg has informed me that he believes that his contract will be exhausted by the end of July. Based upon our analysis, he is correct. In addition, we may need further funding for our court reporters as well. Please see the chart below:

Contractor	Intended 2012 Contract Amount	2012 Contract Amount after "Holdback" Reduction	Amount Expended Through June 2012	Current Balance left on contract	On track to spend based on current spending *	Difference or Amount Needed for rest of 2012 *
Gilbert Buras (Counsel)	33,000	25,500	13,808	11,692	26,616	1,116
Jay Ginsburg (Hearing Officer)	46,000	30,000	23,463	6,537	46,926	16,926
Associated Reporters	10,000	7,700	4,534	3,166	9,068	1,368
Superior	14,500	11,200	9,581	1,169	19,162	7,962
Totals:	103,500	74,400	51,386	22,564	101,772	27,372

\*Note that these are very rough estimates and the need for additional funding could increase depending on the number of hearings, legal analysis needed, unexpected lawsuits, etc...

\*Please also note that in some instances funds from this year's budget were used to pay cost overruns from last year's budget.

Other Budget Concerns:

- We have received an invoice for payment for the NEOGOV Applicant tracking system. We did not receive funding in our budget for the amount necessary to make the payment.
- We have just been informed by an analyst in our Recruitment Division that she is resigning effective July 11, 2012. This position is considered crucial primarily because it handles the Police Recruitment process as well other examinations, I will ask to have this position replaced. In the meantime, we are in discussions with the Police Department about closing the exam and we may need to close other exams as well due to limited staffing levels in Recruitment.

As background information, I have attached prior memorandums which explain our anticipated budget concerns for 2012.

I will prepare a memorandum to Andy Kopplin to request additional funding for our appeals process, the NEOGOV applicant tracking system and funding for recent vacancy in the Recruitment Division.

Also, please note that I am scheduled to be out of the office next week, so please feel free to contact Robert Haggmann at 658-3520 if you have any questions or concerns regarding our budget.

*Lisa M. Hudson*

Personnel Director

Civil Service Department

City of New Orleans

(504) 658-3504

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: RE: RE:  
**Date:** Thursday, August 02, 2012 3:52:53 PM

---

Thanks! Electronic?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

On Aug 2, 2012, at 4:34 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

> Oh! He's sending you a letter, hopefully today. If not, I'll make sure by tomorrow so you can just share that because it has good details.

>

> Alexandra Tassiello Norton

> Service and Innovation Manager

> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

> Desk 504-658-8452 | Mobile 504-237-5510 | Email atnorton@nola.gov

>

>

> -----Original Message-----

> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

> Sent: Thursday, August 02, 2012 3:33 PM

> To: Alexandra T. Norton

> Subject: Re: RE:

>

> Thanks. And what should I say about the requests to Andy (budget etc)?

>

> kw,sj

> 504-415-3698

>

> Sent from my iPhone this email is considered confidential.

>

> On Aug 2, 2012, at 4:30 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>

>> I sent this - did you not receive it?

>>

>> From: Alexandra T. Norton

>> Sent: Thursday, August 02, 2012 2:43 PM

>> To: 'Kevin Wildes'

>> Subject: coordination w/ Civil Service dept

>>

>> Fr. Wildes,

>>

>> I just wanted to let you know how we are engaging Lisa Hudson every step of the way.

>>

>> \* For each area we are assessing (hiring, appeals, etc), we begin with an interview with Lisa and her staff. For hiring, there were so many sub-areas, such as testing, classifications and pay, recruitment, and registers/scoring/banding, that we met with Lisa and her staff at least 6 times.

>>

>> \* Second, we come back to Lisa and her staff with our draft recommendations. She and her staff give their suggestions and concerns, and we incorporate those recommendations into the final draft report.

>>  
>> \* Once the survey of employees is complete, we can get back to Lisa with two final draft reports on Hiring and Appeals. We'll also be working at the same time with her on creating recommendations for Pay for Performance and Evaluations.

>>  
>> \* We won't always agree, it's expected that improvements could involve change that existing staff would not prefer. However, we are very open with each other about where we disagree. When we disagree, we always explain how we decided to stay at our conclusion.

>>  
>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>>  
>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>> -----Original Message-----  
>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
>> Sent: Thursday, August 02, 2012 3:29 PM  
>> To: Alexandra T. Norton  
>> Subject:

>>  
>> Great to talk today. Don't forget to send me an email so I can follow up (and not say the wrong thing).

>>  
>> kw,sj  
>> 504-415-3698

>>  
>> Sent from my iPhone this email is considered confidential.

>>  
>>  
>  
>

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Information regarding the Budget for the Appeals Process  
**Date:** Monday, July 30, 2012 2:50:00 PM

---

thanks!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, July 30, 2012 1:46 PM  
**To:** Kevin Wildes  
**Subject:** Re: Information regarding the Budget for the Appeals Process

Definitely. I'll call Andy today to find out what to do to address this asap.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 01:41 PM  
**To:** Alexandra T. Norton  
**Subject:** FW: Information regarding the Budget for the Appeals Process

Alexandra

help!

I was told by Andy that the hearing officers budget would be supplemented....

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:35 PM  
**To:** Kevin Wildes; 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Kevin:

We learned at today's meeting that Jay's budget is currently exhausted. The budget of the court reporters is also either close to being exhausted or completely exhausted. Jay asked for our direction as to whether to continue hearing appeals or to delay all hearings until January. You may remember that he continued hearing last year despite exhausting the budget before the end of the year and was reimbursed in January. That is part of the reason we are in the position we are in now. We need to decide whether to do the same (which will cause another shortfall next year) or to just delay the hearings which I am sure is going to get some attention from the employees and from the administration—although perhaps that will press upon everyone the urgency of the situation we are facing. Jay will continue to do hearings until Friday but would like some direction from us going forward. Currently, there are hearings scheduled through October.

Should we have a brief meeting upon your return to discuss? If so, we would still need to decide what to do in the interim and until we are able to meet.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 8:37 AM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

there was a first response, shortly after I sent the letter to the CAO and it basically was "let me look into this".

That was the last I heard. I reached out again this AM

kw,sj

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 7:35 AM  
**To:** 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'; Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I know we sent out a letter regarding our general budget concerns? Did we send a notification to the CAO that our hearing officer's budget would be exhausted by the end of this month as well? Has there been any response to that?

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Wednesday, June 27, 2012 4:24 PM  
**To:** Amy Glovinsky; Dana Douglas; Debra Neveu; Joseph S. Clark; Rev. Kevin Wildes  
**Subject:** Information regarding the Budget for the Appeals Process

Dear Commissioners:

Jay Ginsberg has informed me that he believes that his contract will be exhausted by the end of July. Based upon our analysis, he is correct. In addition, we may need further funding for our court reporters as well. Please see the chart below:

Contractor	Intended 2012 Contract Amount	2012 Contract Amount after "Holdback" Reduction	Amount Expended Through June 2012	Current Balance left on contract	On track to spend based on current spending *	Difference or Amount Needed for rest of 2012 *
Gilbert Buras (Counsel)	33,000	25,500	13,808	11,692	26,616	1,116
Jay Ginsburg (Hearing Officer)	46,000	30,000	23,463	6,537	46,926	16,926
Associated Reporters	10,000	7,700	4,534	3,166	9,068	1,368
Superior	14,500	11,200	9,581	1,169	19,162	7,962
Totals:	103,500	74,400	51,386	22,564	101,772	27,372

\*Note that these are very rough estimates and the need for additional funding could increase depending on the number of hearings, legal analysis needed, unexpected lawsuits, etc...

\*Please also note that in some instances funds from this year's budget were used to pay cost overruns from last year's budget.

Other Budget Concerns:

- We have received an invoice for payment for the NEOGOV Applicant tracking system. We did not receive funding in our budget for the amount necessary to make the payment.
- We have just been informed by an analyst in our Recruitment Division that she is resigning effective July 11, 2012. This position is considered crucial primarily because it handles the Police Recruitment process as well other examinations, I will ask to have this position replaced. In the meantime, we are in discussions with the Police Department about closing the exam and we may need to close other exams as well due to

limited staffing levels in Recruitment.

As background information, I have attached prior memorandums which explain our anticipated budget concerns for 2012.

I will prepare a memorandum to Andy Kopplin to request additional funding for our appeals process, the NEOGOV applicant tracking system and funding for recent vacancy in the Recruitment Division.

Also, please note that I am scheduled to be out of the office next week, so please feel free to contact Robert Hagmann at 658-3520 if you have any questions or concerns regarding our budget.

*Lisa M. Hudson*

Personnel Director

Civil Service Department

City of New Orleans

(504) 658-3504

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [Edouard Quatrevaux](#)  
**Subject:** Introduction  
**Date:** Friday, July 27, 2012 4:48:27 PM

---

Alexandra allow me to introduce you to Ed Quatrevaux the Inspector General he and I spoke today. He is interested in reviewing issues around Civil Service and HR. I told him he needed to speak with you. I'll let you two chat and get out of the way.

Sent from my iPhone



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Confidential  
**Date:** Tuesday, July 24, 2012 5:23:46 PM  
**Sensitivity:** Confidential

---

we can talk....confidentiality he has a chip. I think his parents are at fault.....

also, he did this for me "on the fly"

why don't 1) we talk and 2) I have him get in touch with you

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, July 24, 2012 10:48 AM  
**To:** Kevin Wildes  
**Subject:** RE: Confidential  
**Sensitivity:** Confidential

I'm really surprised. His response has such an unprofessional and unhelpful tone. We are spending hundreds of thousands in direct costs (CS staff, City attorney staff, plus two contracted hearing examiners, plus the commission's time) on unnecessary appeals. He has taken these two questions and assumed that is the universe of questions and recommendations on these issues.

I'd rather have Gilbert work with us than anyone, as he is so knowledgeable and smart, but is he even capable of taking the chip off his shoulder to dig in and help?

I'll call you today and try to catch you. I have an idea. I'd like to use his talents and help him not feel so obviously hostile to new improvements.

---

**From:** Kevin Wildes [[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
**Sent:** Tuesday, July 24, 2012 10:38 AM  
**To:** Alexandra T. Norton  
**Subject:** Confidential

Read from the bottom up.

If you want, I can ask Gilbert to get in touch with you

kw,sj

---

**From:** Gilbert Buras Jr [<mailto:grburas@gmail.com>]  
**Sent:** Friday, June 29, 2012 12:33 PM  
**To:** Kevin Wildes  
**Subject:** RE:  
**Sensitivity:** Confidential

Hi Kevin.



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[Redacted]

[Redacted]

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, June 29, 2012 11:36 AM  
**To:** Gilbert Buras Jr  
**Subject:**  
**Sensitivity:** Confidential

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

---

**CONFIDENTIALITY NOTICE:** This email message is for the sole use of the intended recipient(s) and may contain confidential information. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Monday, June 18, 2012 10:03:16 PM

---

Alexandra

what is your snail mail address?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, May 30, 2012 10:24 AM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Monday, June 18, 2012 9:27:58 PM

---

Alexandra

what is the best mailing address for you? (I am sending out my letter to andy and the ccs on it. but I am sending it via regular mail)

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, May 30, 2012 10:24 AM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE:  
**Date:** Monday, June 18, 2012 7:44:21 AM

---

got it.

have spoken with everyone except joe clark (who I will see today)

should send it tomorrow. will send hard copy only lest people start to circulate it electronically

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Sunday, June 17, 2012 11:22 PM  
**To:** Kevin Wildes  
**Subject:** Re:

Oh, it's supposed to read that way. The resource is me, which Andy is dedicating to work for the commission on this effort.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Sunday, June 17, 2012 12:05 PM  
**To:** Alexandra T. Norton  
**Subject:**

Alexandra

I am dotting the I s and crossing the t s on the letter to andy.

Each of the Commissioners have reviewed it except joe clark whom I will see tomorrow

I hope to send it in this week

One question.

In the draft we have the following sentence:

“To that end, the Civil Service Commission respectfully requests that the City provides a resource to this effort to work directly with the Commission and staff and to lead the transformation and improvement of Civil Service and Human Resources”

shouldn't it read: “the city to provide the resources...”?

---

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012  
**Date:** Thursday, June 07, 2012 2:00:18 PM

---

I am going to circulate this to the other commissioners. Once I get a sense back from them, assuming it is good, we can send it

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, June 07, 2012 8:55 AM  
**To:** Kevin Wildes  
**Subject:** Re: Ltr CSC to CAO - Request for partnership 06062012

Great! Just when you put it on letterhead, delete the extra period after the first sentence.

Thank you SO much Fr Wildes.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, June 06, 2012 09:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

take a look at this (much the same, just a few changes)

I thought, once I have it, that I would circulate it to the other Commissioners (then I will insert an appropriate sentence)

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, June 06, 2012 4:28 PM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership 06062012

How about this attached letter, Fr. Wildes, since PSG only recently started and part of the purpose of this letter is to make the cooperative partnership official? I made the changes in Word's Track Changes mode, so let me know if you have any trouble seeing them.

Also, are you able to have all commissioners sign off, or would you have it come from you? Either is fine, though it would be a little better in particular for you to come from all of them.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012  
**Date:** Thursday, June 07, 2012 10:27:38 AM

---

Got it...

I will circulate to the commissioners individually. Once I have a sense from them, I will send

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, June 07, 2012 10:01 AM  
**To:** Kevin Wildes  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

Great! How's this?:

The purpose of the letter is to clearly express that the Commission expects to work with the Administration to make improvements to the Civil Service System so that employees and citizens be part of a system that rewards excellence, while preserving the protection from a spoils system that the Civil Service Commission provides. A copy of this letter should also go to Civil Service staff because it is vital that they understand they are expected to work openly and collaboratively with the Administration to recommend improvements. Our transformation efforts will not be successful if the Civil Service staff do not contribute their expertise, concerns, and alternative solutions while recommendations are being developed.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, June 07, 2012 9:29 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

got it...good eye!

I am going to get it out to each of the commissioners.

in 25 words or less, if asked, what's the purpose of the letter (what do we hope to accomplish)?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, June 07, 2012 8:55 AM  
**To:** Kevin Wildes  
**Subject:** Re: Ltr CSC to CAO - Request for partnership 06062012

Great! Just when you put it on letterhead, delete the extra period after the first sentence.

Thank you SO much Fr Wildes.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, June 06, 2012 09:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

take a look at this (much the same, just a few changes)

I thought, once I have it, that I would circulate it to the other Commissioners (then I will insert an appropriate sentence)

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, June 06, 2012 4:28 PM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership 06062012

How about this attached letter, Fr. Wildes, since PSG only recently started and part of the purpose of this letter is to make the cooperative partnership official? I made the changes in Word's Track Changes mode, so let me know if you have any trouble seeing them.

Also, are you able to have all commissioners sign off, or would you have it come from you? Either is fine, though it would be a little better in particular for you to come from all of them.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Monday, June 04, 2012 8:19:58 PM

---

yes...but does your office have a title? (e.g., office of govern transformation)?

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Monday, June 04, 2012 10:49 AM  
To: Kevin Wildes  
Subject: RE: Ltr CSC to CAO - Request for partnership

Sorry, smart phone's automatic correct function. It should be "it's"

---

From: Kevin Wildes [[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
Sent: Monday, June 04, 2012 10:00 AM  
To: Alexandra T. Norton  
Subject: RE: Ltr CSC to CAO - Request for partnership

"Ty"????

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Monday, June 04, 2012 7:36 AM  
To: Kevin Wildes  
Subject: RE: Ltr CSC to CAO - Request for partnership

You could refer to the chief administrative office, since that's what we're under and Ty's the appropriate administrative unit to conduct this work for the administration.

---

From: Kevin Wildes [[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
Sent: Saturday, June 02, 2012 10:49 PM  
To: Alexandra T. Norton  
Subject: RE: Ltr CSC to CAO - Request for partnership

Alexandra

I am doing some editing and writing on the letter to Andy

what is the 'title' if you will of your office?

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Wednesday, May 30, 2012 10:24 AM  
To: Kevin Wildes  
Subject: Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Thursday, May 31, 2012 12:01:43 PM

---

ok

when do you need it?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, May 31, 2012 8:42 AM  
**To:** Kevin Wildes  
**Subject:** Re: Ltr CSC to CAO - Request for partnership

Originally I drafted it for you, but I agree with you it's best coming from the entire commission because they do all support reform. If you can get it, so the redraft of the first paragraph is fine - to not mention the date of July 2011, etc for example.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, May 30, 2012 08:56 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership

Alexandra

I get the substance of the letter. A couple of questions. Am I the author of the letter? Or is this to come from the whole Commission?

The opening paragraph reads like this project has been the work of the Commission as a whole. I need to recraft it. Hence my first question. Is this our voice or my voice?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, May 30, 2012 10:24 AM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into



account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Wednesday, May 30, 2012 8:45:56 PM

---

sure....when do you need it

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, May 30, 2012 10:24 AM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Memo to the Mayor - Civil Service Survey and Walk throughs  
**Date:** Wednesday, May 30, 2012 10:23:13 AM

---

Great! let me know how I can help

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, May 30, 2012 9:57 AM  
**To:** Kevin Wildes  
**Subject:** FW: Memo to the Mayor - Civil Service Survey and Walk throughs

Hi Fr. Wildes,

The attached memo should be going to the Mayor this week. I noted that the experts were really adamant that employees need to hear from the Mayor as soon as possible and before release of the employee survey. That included George Capowich's recommendations which were **great** by the way, thank you!

In this memo I propose a casual type of visit where the Mayor would stop by departments - similar to when he first took office - to say hello, ask whatever he wants to talk about, and mention that we're going to release a survey and he would appreciate employee feedback about Human Resources and Civil Service. It is so much better if this comes from the Mayor and not just the other Deputy Mayors, hope he is open to the idea.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#); [George E. Capowich](#)  
**Subject:** RE: ?  
**Date:** Wednesday, May 23, 2012 10:14:39 AM  
**Attachments:** Kevin Wildes.vcf

---

Alexandra and George

this is an electronic introduction---George, Alexandra works in the Mayor's office and is supporting many of the efforts to transform city govt and work force. I intersect because of my role on Civil Service. Alexandra, George is one of our great faculty members in the Criminal Justice Program (<http://css.loyno.edu/sociology/bio/george-e-capowich> )

I will get out of the way....

---

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** RE: PSG visiting next week Tuesday through Thursday  
**Date:** Friday, May 18, 2012 2:00:33 PM

---

Alexandra

I am ccing Gail Howard on this so we can find a time

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**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Thursday, May 17, 2012 3:57 PM  
**To:** Kevin Wildes  
**Subject:** PSG visiting next week Tuesday through Thursday

Fr. Wildes,

PSG will be in town next week T-Th; we weren't sure the contract was going to be signed this week so we couldn't make any offers to meet before now.

Would you be interested in meeting with David Osborne and Tharon Greene on Tuesday 11:30-12:30 or 2-4 at City Hall? They are spending a great deal of time meeting with all of the senior Civil Service dept staff, HR, Andy and myself in the three days they are here. Meeting with them this time is not necessary, but I wanted to extend the invitation to you in case you are interested.

This project is kicking off with two areas: (1) consolidating classes and broadening pay bands and (2) speeding hiring and putting more authority in the manager's hands. These will be the focus of their meetings and work products due in 1 month. They will likely be back again the following month to work on speeding the appeals process and reforming evaluations.

Thank you and please let me know if you need anything on this or anything else.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** Re: PSG visiting next week Tuesday through Thursday  
**Date:** Thursday, May 17, 2012 5:19:02 PM

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Yes. Work with Gail to find the best time. Thanks.

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On May 17, 2012, at 3:58 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Fr. Wildes,

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Would you be interested in meeting with David Osborne and Tharon Greene on Tuesday 11:30-12:30 or 2-4 at City Hall? They are spending a great deal of time meeting with all of the senior Civil Service dept staff, HR, Andy and myself in the three days they are here. Meeting with them this time is not necessary, but I wanted to extend the invitation to you in case you are interested.

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Employee Survey Draft  
**Date:** Thursday, May 03, 2012 12:11:19 PM

---

I concur. His commitment is to the system and its goals.

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On May 3, 2012, at 12:02 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Great! He's a huge fan of the marigny and bywater, my neighborhoods.

He was heartened by our approach and I'm hopeful that if we keep him apprised of the reform goals, he'll tell us how to get there (maybe not the ewact route we thought).

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Thursday, May 03, 2012 10:47 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Employee Survey Draft

How was your meeting with Gilbert?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Tuesday, May 01, 2012 1:04 PM  
**To:** Kevin Wildes  
**Subject:** Employee Survey Draft

Fr. Wildes,

Would you please review the attached draft employee survey and provide me with recommended comments, edits, additions and deletions by email or telephone in the next two weeks? The purpose of the survey is to engage employees early on in the process of improving HR and Civil Service and to ensure that the needs and recommendations of employees are central to our work.

Our goal is to release this survey online to employees in mid-May along with a Circular Memorandum encouraging and requiring employees to respond. The responses will be anonymous. For employees with limited access to the internet, we will set up computer stations with HR managers in the field and in a central location at City Hall.

Thank you for your review and recommendations. Please contact me if you have any questions,

Alexandra Tassiello Norton

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Employee Survey Draft  
**Date:** Thursday, May 03, 2012 10:47:45 AM

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How was your meeting with Gilbert?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Tuesday, May 01, 2012 1:04 PM  
**To:** Kevin Wildes  
**Subject:** Employee Survey Draft

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**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Employee Survey Draft  
**Date:** Wednesday, May 02, 2012 12:20:18 AM

---

Sure. Will get to it by the weekend.

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On May 1, 2012, at 1:04 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

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Would you please review the attached draft employee survey and provide me with recommended comments, edits, additions and deletions by email or telephone in the next two weeks? The purpose of the survey is to engage employees early on in the process of improving HR and Civil Service and to ensure that the needs and recommendations of employees are central to our work.

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<CS HR Survey.xlsx>

From: [Kevin Wildes](#)  
 To: [Alexandra T. Norton](#)  
 Subject: RE: Message from 36BW-2  
 Date: Tuesday, May 01, 2012 10:57:23 AM

When is the end of Q 1? (my clock is does evaluations at the end of the academic year [now])

How was your meeting? Call me

From: Alexandra T. Norton [mailto:atnorton@nola.gov]  
 Sent: Monday, April 30, 2012 1:24 PM  
 To: Kevin Wildes  
 Subject: RE: Message from 36BW-2

Yes, absolutely. The other commissioners do not recall having done this in years. It is possible that only the Chair did it in the past, less than 1 year ago. At any rate, if CS is following its own rules, Lisa should have done evals for her entire team by the end of Q1 and she should provide those to the commission at the commission's request. Just basic good management.

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From: Kevin Wildes [mailto:wildes@loyno.edu]  
 Sent: Monday, April 30, 2012 1:21 PM  
 To: Alexandra T. Norton  
 Subject: RE: Message from 36BW-2

Who would do her rating? Shouldn't the commission?

From: Alexandra T. Norton [mailto:atnorton@nola.gov]  
 Sent: Monday, April 30, 2012 1:17 PM  
 To: Kevin Wildes  
 Subject: RE: Message from 36BW-2

I can ask in our meetings the week of May 7<sup>th</sup>. But she will not share the results with me.

Even if this evaluation has been performed – it should have just been completed this quarter –, I believe Lisa should provide you with a summary of all staff ratings by name, including her own, at the next meeting if you make the request.

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From: Kevin Wildes [mailto:wildes@loyno.edu]  
 Sent: Monday, April 30, 2012 11:29 AM  
 To: Alexandra T. Norton  
 Subject: RE: Message from 36BW-2

Thanks....a related topic. Can you find out if Lisa has been evaluated by the Commission? If not, we should

From: Alexandra T. Norton [mailto:atnorton@nola.gov]  
 Sent: Monday, April 30, 2012 10:09 AM  
 To: Kevin Wildes  
 Subject: RE: Message from 36BW-2

Below are some of the rules I have compiled related to evaluations (last column) and the issue we should have with it, and the preliminary recommended changes. These will be further fleshed out as part of the work we do this year. But the last column explains that the Personnel Director of Civil Service develops the evaluations and is responsible for establishing a Uniform Service Rating System, due by all departments annually, I believe in March or April.

Source	Citation	Issue	Recommendation	Actual Rule Verbiage
Civil Service Rules	Rule XI Section 1.1	The service rating system is uniform for all positions and cannot be tailored to the specific job responsibilities.	Revise to read, "A service rating system for all organization units is established, which system shall include provisions for periodic rating of employees on the basis of performance. The service rating system shall consist of two parts. Part one shall be worth 25 percent of the final rating and shall be uniform for all organization units and shall measure the extent to which the employees exhibit shared common values and dedication to public service. Part two shall be worth 75 percent of the final rating and shall be developed jointly by the appointing authority, or the supervisor most familiar with the employee's work during the period rated, and the employee and shall measure performance specific to the employee position duties and responsibilities. The instructions and format shall be provided to appointing authorities on an official form. The service rating system developed by each appointing authority shall be subject to review by the Director to be in accordance with these Rules."	A uniform service rating system for all organization units is established, which system shall include provisions for periodic rating of employees on the basis of performance. The Director shall prescribe the form on which service ratings are to be made, and each organization unit shall use the form prescribed by the Director in accordance with these Rules and the instructions given on the official form and its accompanying manual.
Civil Service Rules	Rule XI Section 1.2	The current appointing authority cannot evaluate employees who have transferred from other organizational units in the last 90 days.	Delete, "However, if the employee has not worked for the current appointing authority for at least ninety (90) days during the rating period, the employee shall be rated by the appointing authority under whom the employee has most recently worked for at least ninety (90) days during the rating period. If the employee has not worked under any appointing authority for at least ninety (90) days, he shall be rated by the current appointing authority."	The service rating period July 1, 1982 - June 30, 1983 is extended by six months to December 31, 1983. As of January 1, 1984, and annually thereafter, the appointing authority of each organization unit shall have a service rating made of each regular (permanent) employee in that organization unit who has worked in the classified service during that rating period. However, if the employee has not worked for the current appointing authority for at least ninety (90) days during the rating period, the employee shall be rated by the appointing authority under whom the employee has most recently worked for at least ninety (90) days during the rating period. If the employee has not worked under any appointing authority for at least ninety (90) days, he shall be rated by the current appointing authority. Service ratings shall be made by the supervisor designated by the appointing authority as the individual most familiar with the employees work during the rating period. Such service ratings shall be prepared for all regular employees, including those currently serving in Emergency, Transient, Provisional or Probationary appointments. The service rating shall be discussed with the employee, and after such discussion the employee shall sign the rating, but this act of signing shall be evidence only of the fact that the rating has been submitted to the employee and discussed with the employee. Any refusal to sign shall be so noted on the official rating form. A rating made by the supervisor and signed by the employee shall then be reviewed by the appointing authority or the designated agent. The appointing authority or designate shall sign the rating as presented or as corrected and, when thus signed by the appointing authority or designate, the rating shall become effective as the official service rating of the employee for the period indicated thereon. Any modification by the appointing authority of the supervisor's rating of the employee shall be communicated to the employee and the supervisor.
Civil Service	Rule XI	The ratings need to be developed	Revise to "The complete service rating system	There shall be five possible service ratings, one of which shall be used in rating each

Rules	Section 1.4	from weighted averages of Part 1 and 2.	developed by the appointing authority and the employee shall produce a weighted average of one of five possible service ratings for each employee. The service ratings are: "Outstanding", "Exceeds Requirements", "Competent", Needs Improvement, and "Unsatisfactory".	employee. The service ratings are: "Outstanding", "Exceeds Requirements", "Competent", Needs Improvement, and "Unsatisfactory".
Civil Service Rules	Rule XI Section 1.5	Appeals period is too long to take effective personnel action.	Reduce the time periods to 15 days and 15 days. Specify how to structure the appellate board to include managers and individuals trained in performance evaluation, in addition to employee subject matter experts.	Only those employees who receive an overall rating of "Unsatisfactory" or "Needs Improvement" shall have a right of appeal to a service rating appellate board consisting of three members which the appointing authority shall designate to hear such appeal. The appointing authority shall notify an employee, in writing, of an overall "Unsatisfactory" or Needs Improvement rating and shall inform the employee, in writing, of the employee's right to appeal the rating. Within thirty (30) days after receiving official notice of the Unsatisfactory or "Needs Improvement" rating, an appeal, if desired, must be made in writing by the employee, specifying what the rating should be and the reasons therefore. Within thirty (30) days after the filing of such appeal, the appellate board shall hear the appeal, have prepared an official transcribed or taped record of the proceedings, render a written decision either sustaining or modifying the rating which has been appealed and forward a copy to the employee and to the Personnel Director.
Civil Service Rules	Rule XI Section 1.6	Appeals period is too long to take effective personnel action.	Reduce the time period to 10 days.	After a final written decision of the appointing authority has been rendered, an employee whose overall rating remains "Unsatisfactory" or "Needs Improvement" may appeal to the Personnel Director for a further review of the service rating. The appeal to the Personnel Director shall be based solely on the official record established at the hearing of the appeal before the appellate board. A written appeal to the Personnel Director must be filed by the employee within thirty (30) days of the effective date of the decision of the appellate board. After review, a written notice of the final decision of the Personnel Director shall be provided to the employee and to the appointing authority.
Civil Service Rules	Rule XI Section 1.7	A period to correct one's performance is expected. We need to depoliticize the decision to terminate employees continuing to receive an unsatisfactory rating.	Add, "The appointing authority shall be required to terminate every employee who received a rating of "Unsatisfactory" whose performance has not improved after the ninety (90) day period."	Once the "Unsatisfactory" or "Needs Improvement" rating has been determined to be final, the work performance of an employee who received the "Unsatisfactory" or "Needs Improvement" rating shall be reviewed by the appointing authority for a period of ninety (90) days. At the conclusion of this review period, the appointing authority must state in writing to the employee and to the Personnel Director whether or not the employee's work performance has improved. If, upon review, the work performance has not improved, the appointing authority shall take appropriate disciplinary action under the provisions of Rule IX.
Civil Service Rules	Rule XI Section 1.8	Personnel Director may overturn all ratings for any reason.	Delete this section.	The Director may investigate the accuracy of reports of ratings under the system adopted, and may adjust the ratings to conform to the facts as ascertained.

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, April 27, 2012 9:50 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Message from 36BW-2

do the rules say who authors the evaluation and how it should be done? this one is terrible. but, my question is how do we change it?

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

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**From:** Lamar M. Gardere  
**Sent:** Monday, March 05, 2012 3:55 PM  
**To:** Alexandra T. Norton  
**Subject:** FW: Message from 36BW-2

Here is a scanned version of the Civil Service document. Let me know if it is clear enough for you...it's not the best scan ever.  
Thanks,

Lamar -- QA/QC | 504.658.7639 (o)

**From:** [itcopier@nola.gov](mailto:itcopier@nola.gov) [<mailto:itcopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2

From: [Kevin Wildes](#)  
 To: [Alexandra T. Norton](#)  
 Subject: RE: Message from 36BW-2  
 Date: Monday, April 30, 2012 2:08:34 PM

Agreed...I am going to check with the other Commissioners before I pull the trigger.

Generally, when should they be done?

From: Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
 Sent: Monday, April 30, 2012 1:24 PM  
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 Subject: RE: Message from 36BW-2

Yes, absolutely. The other commissioners do not recall having done this in years. It is possible that only the Chair did it in the past, less than 1 year ago. At any rate, if CS is following its own rules, Lisa should have done evals for her entire team by the end of Q1 and she should provide those to the commission at the commission's request. Just basic good management.

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 Subject: RE: Message from 36BW-2

Who would do her rating? Shouldn't the commission?

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 Sent: Monday, April 30, 2012 1:17 PM  
 To: Kevin Wildes  
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I can ask in our meetings the week of May 7<sup>th</sup>. But she will not share the results with me.

Even if this evaluation has been performed – it should have just been completed this quarter –, I believe Lisa should provide you with a summary of all staff ratings by name, including her own, at the next meeting if you make the request.

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Civil Service Rules	Rule XI Section	The ratings need to be developed from weighted averages of Part 1	Revise to "The complete service rating system developed by the appointing authority and the	There shall be five possible service ratings, one of which shall be used in rating each employee. The service ratings are: "Outstanding", "Exceeds Requirements",

	1.4	and 2.	employee shall produce a weighted average of one of five possible service ratings for each employee. The service ratings are: "Outstanding", "Exceeds Requirements", "Competent", "Needs Improvement, and "Unsatisfactory."	"Competent", Needs Improvement, and "Unsatisfactory".
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**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
 City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** Lamar M. Gardere  
**Sent:** Monday, March 05, 2012 3:55 PM  
**To:** Alexandra T. Norton  
**Subject:** FW: Message from 36BW-2

Here is a scanned version of the Civil Service document. Let me know if it is clear enough for you...it's not the best scan ever.  
 Thanks,

Lamar -- QA/QC | 504.658.7639 (o)

**From:** [itcopier@nola.gov](mailto:itcopier@nola.gov) [<mailto:itcopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Message from 36BW-2  
**Date:** Monday, April 30, 2012 10:40:59 AM

---

Excellent...just wanted to be sure I knew what was what

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, April 30, 2012 10:01 AM  
**To:** Kevin Wildes  
**Subject:** RE: Message from 36BW-2

We planned for the Chief to give the background on the NOPD evaluation reform and then to walk through the ppt details of the plan to see if they had any specific concerns. Is there anything else you would like to add?

Meeting with Amy went great, she gave us some good ideas and feedback. I'll compile everything and share with you and the Chief at the end.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, April 29, 2012 11:09 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Message from 36BW-2

Alexandra

looking at the week ahead, what are we doing with our meetings with joe clark and Deborah?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
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**Lamar** – QA/QC | 504.658.7639 (o)

**From:** [iticopier@nola.gov](mailto:iticopier@nola.gov) [<mailto:iticopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Message from 36BW-2  
**Date:** Sunday, April 29, 2012 11:07:44 AM

---

Alexandra

looking at the week ahead, what are we doing with our meetings with joe clark and Deborah?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

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**Lamar** – QA/QC | 504.658.7639 (o)

**From:** [iticopier@nola.gov](mailto:iticopier@nola.gov) [<mailto:iticopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Message from 36BW-2  
**Date:** Friday, April 27, 2012 2:01:15 PM

---

This is a terrible form!

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

**Alexandra Tassiello Norton**  
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**From:** Lamar M. Gardere  
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**To:** Alexandra T. Norton  
**Subject:** FW: Message from 36BW-2

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Thanks,

**Lamar** – QA/QC | 504.658.7639 (o)

**From:** [iticopier@nola.gov](mailto:iticopier@nola.gov) [mailto:[iticopier@nola.gov](mailto:iticopier@nola.gov)]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation  
**Date:** Thursday, April 26, 2012 1:10:24 PM

---

lol

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, April 26, 2012 1:08 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

They just approved it at 1:05!

Thank you!

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, April 26, 2012 1:07 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

I told her to sign it this AM and she agreed.

I'd check with her this afternoon, lest it get put in the mail, sent by courier via asia..

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, April 26, 2012 1:04 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes,

Just checking in to see if this has been resolved yet and to remind you. I know you are busy! This CEA getting signed in time is very important. We've already missed this week's opportunity, hopefully we can meet next week's if we get it out of CS review.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 2:28 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi...call me

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, April 25, 2012 2:27 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes,

Lisa Hudson and Germaine Bartholomew still haven't signed off on the CEA. Do you mind asking that she do this today? Thank you!

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, April 23, 2012 1:52 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Got it

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, April 23, 2012 1:51 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

She signs off on all contracts just to make it easier – they won a supreme court case to be able to view all professional services contracts prior to mayoral signature – the case brief is attached if you are curious. Usually they approve all contracts in 1-2 days, but last time and this time on this draft CEA they haven't approved it. She brought it to you last time and that was the same time we decided to cancel that CEA. But now we need her to approve asap.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, April 23, 2012 1:03 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Sure

Why does she even need to sign off?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, April 23, 2012 12:53 PM  
**To:** Kevin Wildes  
**Subject:** approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes!

Could you let Lisa Hudson know to promptly approve the CEA for BCM serve as the fiscal agent for the CS/HR transformation initiative that is routing City Hall for approval? We are waiting for her sign off in our electronic system. I'm worried if they wait until their next meeting with you to seek approval that we will miss our target to have it signed this week, and a vote of or a meeting with the Commission if not necessary for this CEA to get CS staff sign off.

As part of the normal review process, Civil Service staff review all professional service contracts for the sole purpose: to ensure there is no risk of professional services taking jobs that should be a city function provided by Civil Servants. An example would be that we must show Civil Service a professional service contract to outsource the operation of NORDC to a company, for example. Civil Service staff would need to view every professional services contract before the Mayor signs them to identify any potential risk of something like that NORDC example happening.

The Civil Service staff should approve this CEA without a vote or direction from the Civil Service Commission. The LA supreme court said they can only reject a contract if (1) civil servants would be displaced and (2) they would be displaced not for efficiency, but politically motivated reasons.

Please call me if you have any questions on this, but if not, I'd appreciate your help getting the contract through the staff approval step. Thank you!

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE:  
**Date:** Tuesday, April 24, 2012 1:45:13 PM

---

Excellent!

I think so....

His email is [grburas@gmail.com](mailto:grburas@gmail.com)

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Tuesday, April 24, 2012 1:39 PM  
**To:** Kevin Wildes  
**Subject:** RE:

No, I haven't spoken to him. Should I brief him on the plan?

I have also secured outside counsel – but not David Marcello – to help us with the final language of the proposed rule changes. He was executive counsel to Gov. Foster and Blanco so he has a great deal of experience with drafting public legislation and is well respected here – Terry Ryder.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
**Sent:** Tuesday, April 24, 2012 1:30 PM  
**To:** Alexandra T. Norton  
**Subject:**

Alex

Have you had a chance to talk with Gilbert Buras yet? He is the Atty for Civil Service Commission.

I think it would be good to get him into the conversation....

---

**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation  
**Date:** Monday, April 23, 2012 1:52:07 PM

---

Got it

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, April 23, 2012 1:51 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

She signs off on all contracts just to make it easier – they won a supreme court case to be able to view all professional services contracts prior to mayoral signature – the case brief is attached if you are curious. Usually they approve all contracts in 1-2 days, but last time and this time on this draft CEA they haven't approved it. She brought it to you last time and that was the same time we decided to cancel that CEA. But now we need her to approve asap.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, April 23, 2012 1:03 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Sure

Why does she even need to sign off?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, April 23, 2012 12:53 PM  
**To:** Kevin Wildes  
**Subject:** approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes!

Could you let Lisa Hudson know to promptly approve the CEA for BCM serve as the fiscal agent for the CS/HR transformation initiative that is routing City Hall for approval? We are waiting for her sign off in our electronic system. I'm worried if they wait until their next meeting with you to seek approval that we will miss our target to have it signed this week, and a vote of or a meeting with the Commission if not necessary for this CEA to get CS staff sign off.

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Service staff would need to view every professional services contract before the Mayor signs them to identify any potential risk of something like that NORDC example happening.

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Please call me if you have any questions on this, but if not, I'd appreciate your help getting the contract through the staff approval step. Thank you!

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*Service and Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** RE:  
**Date:** Wednesday, April 04, 2012 2:13:41 PM

---

Ok

I will do that so we can get it in next week

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, April 04, 2012 2:07 PM  
**To:** Kevin Wildes  
**Cc:** Gail Howard  
**Subject:** Re:

That's fine.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, April 04, 2012 01:46 PM  
**To:** Alexandra T. Norton  
**Cc:** Gail Howard <[goward@loyno.edu](mailto:goward@loyno.edu)>  
**Subject:**

Alexandra,

I reviewed the letter and it looks fine. I would like to circulate it to the other Commissioners if that would not cause any undue delays

---

**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** RE: Memo to Mayor on CSC transformation  
**Date:** Tuesday, April 03, 2012 9:26:27 PM

---

Alexandra

can we chat sometime tomorrow (Wed)? We need to coordinate our timing on Civil Service and want to be sure we are on the same page

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, March 28, 2012 1:59 PM  
**To:** Kevin Wildes  
**Cc:** Gail Howard  
**Subject:** Memo to Mayor on CSC transformation

Fr. Wildes, Attached is the memo and the project plan that is going to the Mayor today or tomorrow.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: Copy of Strategic Plan  
**Date:** Wednesday, March 28, 2012 1:43:41 PM

---

Great....what is your timetable for bringing all this to the commission?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, March 28, 2012 1:06 PM  
**To:** Kevin Wildes  
**Subject:** RE: Copy of Strategic Plan

Meetings with Amy and Dana went great. We're scheduled to meet at your office at 10 a.m. Friday with Debra.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, March 28, 2012 12:30 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Copy of Strategic Plan

Alexandra

Just checking in before our meeting. Did you have a chance to talk with Amy and Dana?

Are we meeting with Debra Friday?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, March 21, 2012 11:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Copy of Strategic Plan

Fr. Wildes,

I'm not sure if you have seen this – it is Lisa Hudson's draft strategic plan for civil service improvements. It agrees with the transformation effort. I think the major differences are we would like to move quicker on decentralizing hiring and not have training provided directly by Civil Service.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: Copy of Strategic Plan  
**Date:** Wednesday, March 28, 2012 1:17:13 PM

---

Excellent

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On Mar 28, 2012, at 1:05 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Meetings with Amy and Dana went great. We're scheduled to meet at your office at 10 a.m. Friday with Debra.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Wednesday, March 28, 2012 12:30 PM

**To:** Alexandra T. Norton

**Subject:** RE: Copy of Strategic Plan

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**To:** Kevin Wildes

**Subject:** FW: Copy of Strategic Plan

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**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA

70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Michael G. Sherman](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** civil service donation  
**Date:** Tuesday, March 27, 2012 2:52:18 PM

---

Talk to you in a bit. In a mtg now...

Michael G. Sherman  
Director of Intergovernmental Affairs and acting Executive Counsel to the Mayor  
Office of Mayor Mitch Landrieu, City of New Orleans  
504.658.4941 (office)  
504.621.1824 (cell)  
[mgsherman@nola.gov](mailto:mgsherman@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [dsneveu@gmail.com](mailto:dsneveu@gmail.com); [goward@loyno.edu](mailto:goward@loyno.edu)  
**Subject:** Re: City of New Orleans Civil Service & HR Transformation discussion  
**Date:** Thursday, March 22, 2012 2:33:49 PM

---

Ok.

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On Mar 22, 2012, at 2:48 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

> Marquette Hall, Suite 221, 6363 St. Charles Avenue. In you are not familiar with Loyola's campus, Marquette Hall is the building directly facing St. Charles Avenue at the top of the Horseshoe. There is visitor parking as you enter the Horseshoe from St. Charles Avenue.

>

>

> <City of New Orleans Civil Service & HR Transformation discussion>

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** RE: Copy of Strategic Plan  
**Date:** Wednesday, March 21, 2012 9:29:56 PM

---

I don't think I have.

Gail, would you print it out for me. Alex, we can talk about it next week

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Wednesday, March 21, 2012 11:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Copy of Strategic Plan

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**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: City Organizational Transformation  
**Date:** Monday, March 19, 2012 7:35:32 AM

---

That's great Gail can help with Deborah.

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On Mar 19, 2012, at 7:26 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

We have Amy and Dana scheduled for Tuesday - but both downtown and just with Allen and I (I think we all agreed on this because we've spoken with them before and they are supportive). Is that ok? I hesitate to reschedule because it was difficult to coordinate the first place.

For Ms. Neveu, we could arrange the same meeting together. I will ask Gail for her contact info.

---

**From:** Kevin Wildes [mailto:[wildesk@loyno.edu](mailto:wildesk@loyno.edu)]  
**Sent:** Sunday, March 18, 2012 11:11 PM  
**To:** Alexandra T. Norton  
**Subject:** Re: City Organizational Transformation

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Sure, it's 658-7707

Conference ID: 253926

Conference Password: 4292

Alexandra Tassiello Norton  
*Service and Innovation Manager*

Information Technology & Innovation  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, November 30, 2011 1:54 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

Alexandra

What is the call in information for this

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**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Monday, November 28, 2011 2:06 PM  
**To:** Kevin Wildes  
**Subject:** City Organizational Transformation

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[atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: City Organizational Transformation  
**Date:** Sunday, March 18, 2012 11:12:14 PM

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**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#)  
**Cc:** [Tommy Screen](#); [Alexandra T. Norton](#); [Gita Bolt](#); [Michael Cowan](#); [Gail Howard](#)  
**Subject:** CEA  
**Date:** Friday, March 16, 2012 1:38:37 PM  
**Attachments:** Loyola-New Orleans CEAKww.docx  
**Importance:** High

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OFFICE OF THE PRESIDENT

Mr. Andy Kopplin  
Deputy Mayor and CAO  
Mayor's Office  
1300 Perdido St.  
New Orleans, LA 70112

Dear Andy,

I know that you all have been waiting for the CEA for PSG. After some analysis of the agreement and some reflection by my staff (attached) I have determined that Loyola cannot enter into the agreement. I have attached a copy of the memo, written by Mr. Tommy Screen, our Director of Government Relations. The heart of the matter, and key difference this time around, is that I have become Chair of the Civil Service Commission.

I am sorry that we cannot help on this matter. But, I think Tommy's advice is prudent on all counts.

Sincerely yours,

A handwritten signature in black ink that reads "Kevin Wm. Wildes".

Kevin Wm. Wildes, S.J., Ph.D.  
16 March 2012

President

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**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: City Organizational Transformation  
**Date:** Wednesday, December 14, 2011 10:42:13 PM

---

great to meet today! stay in touch. We can make this happen!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, December 06, 2011 1:11 PM  
**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

! I doubt it. Anyone who would take the civil service post to make the City better is impressive beyond all expectation...

I need to get your ideas on what our goals should be – both big and detailed. I like the way you think by going back and questioning everything – if state law requires civil service for cities over 400K, and we are no longer over 400K, do we need to have civil service? And if the City Charter states we do need to have a civil service, what is its purpose and is it achieving that end? Should the charter be changed or does it allow for the goals to be met effectively? Etc ....

If you can help lay out what the ideal end is and what you think the commission would agree with, I can do the research and the detailed work to identify and remove obstacles and to establish better systems.

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, December 06, 2011 12:53 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

That worries me. I usually don't live up to the expectations!

Take care!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
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**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

Yes! Thank you. I'll be at your office Wednesday 12/14 at 2 p.m.  
I'm excited to meet you in person.

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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Tuesday, December 06, 2011 12:28 PM

**To:** Alexandra T. Norton

**Subject:** RE: City Organizational Transformation

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**Sent:** Wednesday, November 30, 2011 2:02 PM

**To:** Kevin Wildes

**Subject:** RE: City Organizational Transformation

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Conference ID: 253926

Conference Password: 4292

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**To:** [Alexandra T. Norton](#)  
**Subject:** RE: City Organizational Transformation  
**Date:** Tuesday, December 06, 2011 12:54:04 PM

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- remove bumping (we should group this with pay for performance roll out to set better chance of acceptance)
- streamline Civil Service firing process (needed by mid-late 2012)

I will follow up with Gail to set our next call. Please email/call with any questions at all.  
Thank you,

Alexandra Tassiello Norton

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Cc:** [Gail Howard](#)  
**Subject:** RE: City Organizational Transformation  
**Date:** Saturday, December 03, 2011 9:39:39 PM

---

Love to. The next couple of weeks are pretty good for me. I am ccing Gail on this email. She can help get us together

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Friday, December 02, 2011 4:46 PM  
**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

Fr. Wildes,

I'm really looking forward to this effort, I believe these are the most important changes we can make in City government.

Before I move forward on these projects with PSG, it would be helpful for me to speak with you about what you see as the goals of reforming Civil Service, what you perceive as the challenges and the public perceptions, what I need to be mindful of when working in our team, etc. And generally, I think it would be great to meet you.

Would it be ok if I schedule with Gail to meet you for coffee or at your office for an hour sometime next week or the following week? Thank you,

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
Information Technology & Innovation  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Alexandra T. Norton  
**Sent:** Monday, November 28, 2011 2:06 PM  
**To:** Kevin Wildes (wildesk@loyno.edu)  
**Subject:** City Organizational Transformation

Fr. Wildes,

I have been working on organizational reform with Andy and Allen for about one month. We have some ideas on where to start, but we need your thoughts on these.

**Five goals that will help us achieve a more positive and effective working environment:**

- 1) Create a positive culture that respects, values and invests in employees and provides consequences for both positive and poor performance.
- 2) Transform Civil Service into a lean oversight agency. Civil Service should not be a transactional unit with HR functions.

- 3) Consolidate HR from departments to the CAO. HR should work closely with Civil Service to ensure proper third party oversight of hiring, promotions, corrective actions, and termination by department directors.
- 4) Give authority and responsibility to department directors to select candidates, set salaries, evaluate, train, and terminate.
- 5) Reorganize City government to match staffing structure to delivery of services.

It is useful for us to break these goals apart in to projects, and then into tasks with responsible persons and deadlines.

**We have four defined projects to help us achieve these goals:**

- 1) Reorganize around the most important services we provide to citizens
- 2) Shared Services – Centralize HR and Civil Service, centralize other back office functions such as finance and procurement
- 3) HR & Civil Service Transformation Committee – Established as a result of PSG retreat last year, provides the internal political platform into Civil Service and HR staff. See below for more detail.
- 4) Span of Control – Decrease ratios of supervisors to staff (1:9 is approximate goal, depends on type of work)

The attached excel spreadsheet lists all the tasks associated with these projects. Those highlighted in blue or green need a high level of Civil Service Commission participation. Those highlighted in green or yellow are high level strategic efforts that we believe PSG could be useful in assisting with. I think the immediate focus for CSC is on tasks 13-17, there is more detail on these tasks in this email below.

**Background on the HR & Civil Service Transformation Committee**

The HR & Civil Service Transformation Committee formed last year was chaired by existing HR staff and is comprised of staff from Civil Service and HR. Progress was made on developing an employee handbook, but no transformations resulted. The Administration led its first Civil Service reform efforts with elimination of the bumping rule which was deferred. In early November 2011, Deputy Mayor Michelle Thomas assumed leadership of the transformation committee. We shifted the focus to using Civil Service Reform as a means to an end, with the end being the organization and HR system that we need to have to be effective.

DM Thomas selected seven of the initiatives Civil Service put forth as reform efforts in August 2010. For each initiative, we need to:

- Clearly define end what success is for each goal
- Redesign processes to allow this
- Redefine responsibilities of staff to allow this
- Revise forms and technology limitations to allow this
- Amend civil service rules to allow this
- Develop specific implementation plan

**Initiatives:**

1. Speed hiring (Streamline hiring process) [Recruitment Committee] [Task 13]

- Reduce length of time from job posting to start day to average 30 days
- Push work to consolidated HR
- Push decision making to Department Directors

2. Allow department Directors hiring, promotion, and salary setting authority [Recruitment Committee] [Task 14]

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Phases: Phase 1 - Select pilot department, Phase 2 - Implement citywide, Phase 3 - Turn civil service into a consultancy

3. Develop pay for performance [Compensation Committee] [Task 15]

- Establish tools for evaluating departmental performance
- Outline process for awarding performance bonus
- Market pay for performance to departments
- Ensure bonus pay is protected in annual budgets

4. Review and consolidate position classifications [Organizational Effectiveness] [Task 16]

- Reduce the classifications from hundreds to dozens
- Ensure plan for updating new payroll system to accommodate
- Set broad pay bands

5. Performance evaluations in-line with organization goals [Compensation Committee] [Task 17]

- Set schedule for performance evaluations
- Establish process to tie performance evaluations to pay increases and terminations

6. Training [Organizational Effectiveness]

- Set a training schedule and curriculum
- Establish a training budget

7. Create HR Handbook [Policy Committee]

For reorg, sometime this year we will also need to address the following:

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I will follow up with Gail to set our next call. Please email/call with any questions at all.

Thank you,

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*Service and Innovation Manager*

Information Technology & Innovation

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** Re: City Organizational Transformation  
**Date:** Friday, December 02, 2011 5:02:54 PM

---

Please do! Let me know if there is any problem

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

On Dec 2, 2011, at 4:46 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

Fr. Wildes,

I'm really looking forward to this effort, I believe these are the most important changes we can make in City government.

Before I move forward on these projects with PSG, it would be helpful for me to speak with you about what you see as the goals of reforming Civil Service, what you perceive as the challenges and the public perceptions, what I need to be mindful of when working in our team, etc. And generally, I think it would be great to meet you.

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*Service and Innovation Manager*

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City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Alexandra T. Norton

**Sent:** Monday, November 28, 2011 2:06 PM

**To:** Kevin Wildes ([wildesk@loyno.edu](mailto:wildesk@loyno.edu))

**Subject:** City Organizational Transformation

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I have been working on organizational reform with Andy and Allen for about one month. We have some ideas on where to start, but we need your thoughts on these.

**Five goals that will help us achieve a more positive and effective working environment:**

<!--[if !supportLists]-->1) <!--[endif]-->Create a positive culture that respects, values and invests in employees and provides consequences for both

positive and poor performance.

- <!--[if !supportLists]-->2) <!--[endif]-->Transform Civil Service into a lean oversight agency. Civil Service should not be a transactional unit with HR functions.
- <!--[if !supportLists]-->3) <!--[endif]-->Consolidate HR from departments to the CAO. HR should work closely with Civil Service to ensure proper third party oversight of hiring, promotions, corrective actions, and termination by department directors.
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### **Initiatives:**

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*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Alexandra T. Norton](#)  
**Subject:** RE: City Organizational Transformation  
**Date:** Wednesday, November 30, 2011 2:22:47 PM

---

Got it...thanks

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, November 30, 2011 2:02 PM  
**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

Sure, it's 658-7707

Conference ID: 253926

Conference Password: 4292

Alexandra Tassiello Norton

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, November 30, 2011 1:54 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

Alexandra

What is the call in information for this

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Monday, November 28, 2011 2:06 PM  
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*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** FW: Special Comm meeting on GPTWI  
**Date:** Friday, May 09, 2014 3:37:00 PM

---

**Could we do May 27th (Tuesday after Memorial Day) anytime for the second meeting?**

**McClain and Cohn can make it. We can make it. June 12<sup>th</sup> is way too far out.**

**Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Doddie K. Smith  
**Sent:** Friday, May 09, 2014 2:49 PM  
**To:** Alexandra T. Norton  
**Cc:** Lisa M. Hudson  
**Subject:** Special Comm meeting on GPTWI

Hi Alexandra,

We didn't have any success with scheduling the meeting on May 21, 2014. We are trying to set another date. The only other date that we have been able to come up with thus far is Thursday, June 12 in the morning (probably 9 a.m. to 12:30 p.m.). Can you please let me know if you and Mr. Kopplin will be available on that date?

Thanks,

*Doddie K. Smith*

City of New Orleans

Civil Service Department

(504) 658-3543

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements  
**Date:** Friday, April 18, 2014 8:39:45 PM

---

Thank you. Wish they would have given us her feedback in the last 3 years in writing like we asked all along. Some of these changes we would accept.

Should I modify our recommendations or just have them noted as ones we could amend in the meeting?

---

**From:** Kevin Wildes [wildesk@loyno.edu]  
**Sent:** Friday, April 18, 2014 8:03 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

[Here you go](#)

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Friday, April 18, 2014 5:26 PM  
**To:** Kevin Wildes  
**Subject:** FW: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Did Lisa ever provide a response?

### **Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Andrew D. Kopplin  
**Sent:** Friday, April 18, 2014 4:45 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Did lisa ever write her response?

Sent from my Samsung Galaxy S® 4 mini

----- Original message -----

From: "Alexandra T. Norton"

Date: 04/18/2014 4:15 PM (GMT-06:00)

To: "Lisa M. Hudson"

Cc: Kevin Wildes, "Andrew D. Kopplin"

Subject: Updated draft the Great Place to Work Initiative - Appendix A: Proposed Civil Service Rule Improvements

Lisa,

Please accept this updated draft of the Great Place to Work Initiative proposal. Over the last several weeks, we have received suggestions for improvement and have incorporated these into this document. On Monday, we intend to present on and submit for consideration Appendix A: Proposed Civil Service Rule Improvements.

Thank you.



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Cc:** [Kevin Wildes](#)  
**Subject:** RE: Procedures of the Commission  
**Date:** Wednesday, April 16, 2014 3:41:00 PM

---

By violating the Commission's own procedures, with the 6 opposition parties on the agenda, plus our 19 proponents we would need to add to the agenda, let alone all the other public comments that need to be heard, the meeting will go on until evening and be recessed and postponed.

Alexandra Tassiello Norton  
Innovation Manager  
City of New Orleans  
1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@zmail.loyno.edu>]  
Sent: Wednesday, April 16, 2014 3:23 PM  
To: Alexandra T. Norton  
Cc: Kevin Wildes  
Subject: Re: Procedures of the Commission

Thanks

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

> On Apr 16, 2014, at 3:22 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

>

>

> These are the parts the Commission and staff are currently violating:

>

> SECTION 5 AGENDA

>

> A. The business of the Commission shall be established by an agenda

> prepared and published by the Department of City Civil Service in accordance with applicable law.

> Requests for inclusion of an item on the agenda must be made to the

> Personnel Director in writing by the close of business 10 working days

> prior to the date of the Commission meeting.

>

> SECTION 6. ORDER OF BUSINESS

>

>

> B. Items shall be taken from the agenda seriatim by the presiding officer and considered as follows:

>

> 1. Presentation of the agenda item by its proponent 2. Response from

> Commission's staff (if any) – 3. Public comment 4. Debate and

> discussion by the Commission 5. Dispositive motion

> <Procedures-for-the-Conduct-of-Business-Meetings-of-the-Civil-Service-

> Commission-for-the-City-of-New-Orleans-(1).pdf>

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** FW:  
**Date:** Wednesday, April 16, 2014 3:15:00 PM

---

This is what a proper CS agenda item (a single topic: “the great place to work initiative”) is supposed to look like, according to your own procedures:

Section 6, Order of Business

B. Items shall be taken from the agenda seriatim by the presiding officer and considered as follows:

Agenda Item 2:

1. Presentation of the agenda item by its proponent
2. Response from Commission's staff (if any) - (in this case provided through the written report)
3. Public comment (including FOP and Firefighters union, among others such as SEIU, Business Council, current employees, managers, Forward New Orleans Coalition, NOPJE, Citizens for 1, BGR, Puentes, YLC, GNO, Inc., PANO, Concerned Classified City Employees...etc.)
4. Debate and discussion by the Commission (with the opportunity to ask questions from the staff report)
5. Dispositive motion

Then skip to Agenda item 6, renamed Item 3:

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Amend April 21 agenda  
**Date:** Wednesday, April 16, 2014 3:11:00 PM

---

This is not in compliance with the Commission's Rules, who are supposed to manage public/agency/organization/union comments PER agenda item. We are the agenda item. Not the CS staff, PANO, FOP, Concerned Classified Employees, and the Firefighters.

PANO and CCCE are late in requesting to be added to the agenda. Does this mean anyone can get on the agenda at any time (the 10 business day rule in the procedures you all passed does not apply anymore?)

We will send a letter requesting approximately 18 new agenda items on our same agenda topic then.... I do not think this meeting can conclude by 4 p.m., which is probably the intention of the CS staff.

### **Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@zmail.loyno.edu]  
**Sent:** Wednesday, April 16, 2014 2:39 PM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Amend April 21 agenda

FYI

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Doddie K. Smith" <[dksmith@nola.gov](mailto:dksmith@nola.gov)>  
**Date:** April 16, 2014 at 2:31:56 PM CDT  
**To:** "Rev. Kevin W. Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Subject:** **Amend April 21 agenda**

Chairman Wildes,

This email is to inform you that we received two additional requests to address the

Commission regarding the Great Place to Work Initiative. Please see the attached requests from the Police Association of New Orleans (PANO) and the Concerned Classified City Employees Group. We will be sending out an amended agenda by the end of the day. Please let me know if you have any questions.

Thanks,

Doddie Smith

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
(504) 658-3504

<Item #6-7 Great Place to Work.pdf>

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#); "[Tommy Screen](#)"  
**Cc:** [adkopplin@nola.gov](mailto:adkopplin@nola.gov)  
**Subject:** Response to Civil Service League - Draft pre-legal review  
**Date:** Wednesday, April 16, 2014 11:17:00 AM  
**Attachments:** Civil Service League.pdf

---

These claims by the LA CS League are without merit, and Andy is touching base with them to see why they would make such unfounded claims. I am working with outside counsel Fred Preis to develop a more formal point by point rebuttal, which we can have ready before Monday.

<http://www.theneworleansadvocate.com/news/8914404-171/civil-service-league-criticizes-landrieu>

[http://www.nola.com/politics/index.ssf/2014/04/mitch\\_landrieus\\_proposed\\_civil.html](http://www.nola.com/politics/index.ssf/2014/04/mitch_landrieus_proposed_civil.html)

Here is our draft quote to the papers:

Our proposal maintains the rights of employees to appeal disciplinary proceedings and the bumping rule which gives longtime employees preference over newer employees in the event of layoffs. This package of common sense reforms is in line with changes made at the State and at Civil Service departments across the country and we are offended by the Louisiana Civil Service League's accusations to that any part of our proposal would return us to the spoils system. Nothing could be further from the truth.

In the meantime, here are my draft responses, point by point in case anyone would like to read them:

Rule V, Section 2.4: Appointing authorities already approve the minimum qualifications set by the City's Department of City Service by signing off on each job announcement that is posted. Adding "subject to the approval of the appointing authority" simply establishes this current practice in the Rules, and provides appointing authorities knowledge of their rights to bring any disagreements with the Civil Service Department before the Commission for a fair hearing.

Rule VI, Section 4.1: This rule change is not in any way a reversal or blatant attempt to return to a spoils system. I think they misunderstood the rule change. The change is intended to give guidance to the Civil Service Department on how to list eligible reemployment candidates in order to give them preference with the hiring manager. All eligible reemployment candidates would have their number of years of service listed beside their name, in order of their examination score if one was given at the time of their original appointment to that to which they seek to return. Because the City is not proposing to change the bumping rule, if an entire unit were laid off, the employees with the longest service would be able to take positions in their classifications in other departments. I think the author needs to read the rule to see how innocuous it is. Nonetheless, we could adjust this rule to specifically state that in the case of layoffs, special lists could be established to fill positions that were recently vacated through layoffs and then reopened, if it is a serious concern for employees. It is really reaching here, and assuming that we have layoff plans when we don't.

The LA Constitution Article X Section 7 does not require preference for reemployment candidates. It only requires that the Commission develop its own rules regarding them.

**Current Rule VI. Section 4.1**

Reemployment lists shall consist of the names of persons who were separated from their positions for reasons other than fault or delinquency on their part, except as provided in Rule IX, and who, at the time of their separations, had attained permanent status in that class of positions in accordance with the Law and Rules. The order in which these names shall be ranked on the reemployment list shall be in accordance with their number of years of continuous city employment in that class of positions. In case two or more employees have equal service in that position, the person who has the greatest number of years of continuous service in city employment shall be ranked highest. Except as allowed in Rule XII, Section 6.1, no person may be certified from a reemployment list or be reinstated who has voluntarily retired; provided, however, a person who has voluntarily retired may be reinstated, with the approval of the Personnel Director, only to the position he last held, and in the event of his reinstatement, said employee waives all pension rights while so employed.

**ISSUE**

Existing Rule provides additional ranking preference to candidates on the reemployment list for length of service. Recommended Rule allows for the appointing authority instead evaluating candidates in the reemployment list for merit.

#### **RECOMMENDED RULE**

Persons who were separated from their positions for reasons other than fault or delinquency on their part, except as provided in Rule IX, and who, at the time of their separations, had attained permanent status in that class of positions in accordance with the Law and Rules should be noted on lists of eligibles with their number of years of continuous city employment in that class of position. Except as allowed in Rule XII, Section 6.1, no person may be certified from a reemployment list or be reinstated who has voluntarily retired; provided, however, a person who has voluntarily retired may be reinstated, with the approval of the Personnel Director, only to the position he last held, and in the event of his reinstatement, said employee waives all pension rights while so employed.

Rule VI, 4.3 and 5.1: Unlike our current civil service rules, we provide a requirement here for Civil Service to list the Veteran status for eligible candidates so that the appointing authority may give preference to those candidates. The State of LA does something similar. The State lists the veteran candidates in the first band and all the remaining candidates in order of their score. The appointing authority may then select any qualified candidate according to their selection process, which does not involve selecting a veteran over a more qualified candidate. When a formal scored examination is given, our Civil Service Department can still award a 5 or 10 point preference for veterans and qualified relatives.

Rule V, Section 2: This rule is constitutionally permissible, but it is just a question of whether the Commission would like to decentralize some input for hiring managers. The rule does afford the appointing authority the ability to require a new list once the list is over one year old. Our appointing authorities struggle constantly with lists that are three or more years old, so in some cases, they are not getting the most interested and most qualified candidates for the job. Anyone who is still interested in the job can reapply and be placed on the new list, so this does not prevent candidates who are still interested from being considered.

Rule V, Section 5.7: The Department of Civil Service notified us that this is a practice that current occurs under our Civil Service system. We wanted to establish a new rule in order to ensure all appointing authorities were aware of the opportunities they have to promote and to encourage career advancement for existing employees.

Rule IV, Section 2.2: The Civil Service Department would have the ability to overturn special assignment pay when it exceeds the appropriate amount. There is not a one size fits all for special assignment pay, which can be used for performing work out of one's job class as well as taking on a significant numbers of additional hours for disaster response related work. There are too many variables to define what the pay that is justified should be, so it must be reviewed by the CAO and by the Department of Civil Service for appropriateness.

Rule IV, Section 2.5(A): There are numerous court cases that say the contrary. The uniform class and pay plan does not have to award the same pay to all individuals in a class. We do not currently do that. Persons with more tenure, education, and training responsibilities often receive higher pay than other in their same class under the uniform pay plan. The Commission is not mandated to pay individuals within the same class the exact same pay because this would conflict with LA Constitution Article X, Section 7, which requires a system based on merit, efficiency, fitness, and length of service. *Gaspard v. Department of State Civil Service, 93-0311 (La.App. 1 Cir. 3/11/94); 634 So.2d 14.*

Rule IV, Section 2.6: If the Commission's goal is to decentralize decision making, when appropriate and with proper controls, to the hiring managers, this rule does allow the appointing authorities more authority to set the entrance rate under qualified circumstances. The CAO, or other budgetary authority in the case of agencies not under the CAO, provides strictly a budget review and approval.

Rule VI, Section 2.1: The issue they have here is unclear. LA Constitution Article X, Section 10(a) does not address at all appointing authorities' right to set minimum qualifications.

This proposed rule simply provides performance standards for the work performed by the Civil Service Department. This Commission likewise has mandated turn around times for reviewing and deciding appeals.

Rule VII. Section 1.2: That is incorrect. The rule only mandates that the CAO or other budget authority establish the performance management system. In Rule XI. the system is further described and is tailored by each department to its needs, and employees are evaluated by their supervisors which are approved by the appointing authority.

Rule XI. Section 1.2 and 1.3: The LA Constitution does not mandate that the Civil Service Commission institute and administer a citywide performance system. The only brief reference to ratings of efficiency are given in Article X, Section 10 (b)(3) regarding the layoff of ex-members of the armed forces and their dependents. If the Commission finds it more appropriate, as we do, to have the City revise the outdated evaluation system.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#); [Andrew D. Kopplin](#)  
**Cc:** ["Tommy Screen"](#)  
**Subject:** RE:  
**Date:** Tuesday, April 15, 2014 5:34:00 PM

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Yes. Would the Commission make an exception to the 10 day Rule to allow us to add individual commenters to the agenda? We would need 18 groups and individuals added to the agenda.

Alternatively, the Commission Procedures would place all the outside speakers on this topic under Agenda item 2, at #3 as follows:

#### Section 6, Order of Business

B. Items shall be taken from the agenda seriatim by the presiding officer and considered as follows:

1. Presentation of the agenda item by its proponent
2. Response from Commission's staff (if any) - (in this case provided through the written report)
3. Public comment (including FOP and Firefighters union, among others such as SEIU, Business Council, current employees, managers, Forward New Orleans Coalition, NOPJF, Citizens for 1, BGR, Puentes, YLC, GNO, Inc., PANO, Concerned Classified City Employees)
4. Debate and discussion by the Commission (with the opportunity to ask questions from the staff report)
5. Dispositive motion

#### 8 Organizations:

- BCNO
- Citizens for 1
- GNO, Inc.
- YLC
- NOPJF
- Puentes
- SEIU
- BGR

5 SEIU city employees  
5 individual City Employees

#### **Alexandra Tassiello Norton**

*Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, April 15, 2014 4:10 PM  
**To:** Andrew D. Kopplin; Alexandra T. Norton  
**Cc:** 'Tommy Screen'  
**Subject:**

Also.....As I am looking at the draft agenda there are a number of folks getting on the agenda to speak about the Great Place initiative. Might I suggest you get others, eg from the Bus. Council, on the agenda

kw,sj

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Draft April 21 Comm Mtg Agenda  
**Date:** Monday, April 14, 2014 7:58:34 PM

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Fr. Wildes,

Since you are starting your docket at 10 a.m., would it be a better use of everyone's time to address agenda items 1, and 7-13 at 11 a.m. in the 1340 Poydras Office?

Then you could break at 12, get lunch and move to the Council Chambers at 12:30 to start items 2, 4, 5, 6.

Item 3 should really be removed and just part of their report to the Commissioners, who can then ask the City for responses to the issues that are relevant to the Commission at the meeting.

---

**From:** Kevin Wildes [wildesk@zmail.loyno.edu]  
**Sent:** Monday, April 14, 2014 6:06 PM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Draft April 21 Comm Mtg Agenda

FYI

kw,sj

504-415-3698

Sent from my iPhone, which misspells and changes many of my words, this email is considered confidential.

Begin forwarded message:

**From:** "Doddie K. Smith" <[dksmith@nola.gov](mailto:dksmith@nola.gov)>  
**Date:** April 14, 2014 at 5:09:56 PM CDT  
**To:** "Rev. Kevin W. Wildes" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>, "Joseph S. Clark" <[jclark@neworleanspubliclibrary.org](mailto:jclark@neworleanspubliclibrary.org)>, Michelle Craig <[michelle.craig.csc@gmail.com](mailto:michelle.craig.csc@gmail.com)>, "Rabbi Edward P. Cohn" <[rabbiepc@aol.com](mailto:rabbiepc@aol.com)>, Ronald McClain <[ronjdclsw@cox.net](mailto:ronjdclsw@cox.net)>, Gilbert Buras <[grburas@gmail.com](mailto:grburas@gmail.com)>  
**Cc:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Subject:** Draft April 21 Comm Mtg Agenda

Commissioners:

Please find attached the Draft Civil Service Commission Agenda for Monday, April 21, 2014. Please review and let me know if you have any comments or concerns by noon Tuesday. If we do not hear anything by then, we will post the agenda. Please note the

times and places for the docket as well as the business meeting.

The Council Chamber has been reserved from 12:30 p.m. to 4:00 p.m. for the Commission's Business meeting to address the Administration's Great Place to Work Initiative along with other items on the Commission's agenda. We were unable to start the meeting earlier because of a prior reservation in the Council Chambers.

**Note:** Docket 10:00 a.m.  
Civil Service Commission Conference Room  
1340 Poydras Street – 9<sup>th</sup> Floor

**Business Meeting – 12:30 p.m.**

**City Hall -1<sup>st</sup> Floor**

**City Council Chambers**

*Doddie K. Smith*  
City of New Orleans  
Civil Service Department  
(504) 658-3543

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** Strategic Plan  
**Date:** Thursday, April 10, 2014 9:40:00 AM  
**Attachments:** Civil Service Strategic Plan (Draft).pdf

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Fr. Wildes,

Not that you need more to read ---

Attached is [Lisa Hudson's strategic plan for civil service improvements presented to us in 2010](#). Much of what we propose is in here actually, except that we are specific. We have to be specific in order to take action.

The only pieces that have been implemented by Civil Service ([now that we are in FY 2014](#)) are those that we controlled – such as updating their website with useful information and getting them started on implementing NeoGov online applications.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** FW: Request to be placed on the Civil Service Commission Agenda in April  
**Date:** Friday, April 04, 2014 11:43:00 AM  
**Attachments:** CAO Agenda Request April CSC Meeting.pdf  
4 2 14 - Great Place to Work Package.pdf  
Minimum Wage Proposal.pdf

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FYI – we requested to be placed on the agenda yesterday. Thank you for the Commission's consideration.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Alexandra T. Norton  
**Sent:** Thursday, April 03, 2014 5:00 PM  
**To:** Lisa M. Hudson; Doddie K. Smith  
**Cc:** 'adkopplin@nola.gov'; Joycelyn E. Christopher  
**Subject:** Request to be placed on the Civil Service Commission Agenda in April

Ms. Hudson,

Please find the attached request.

Thank you,

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** National News on Civil Service Reform  
**Date:** Friday, April 04, 2014 10:35:00 AM

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Fr. Wildes,

I thought you would find this article of interest given the great work we are trying to do here in New Orleans.

<http://dyn.politico.com/printstory.cfm?uuid=EA7F0B10-63C4-42ED-BCD6-DBFAFDAEADD2>

# POLITICO

## Study: Civil servant system outdated

By: [Tal Kopan](#)  
April 1, 2014 06:06 PM EDT

The federal government is headed for a crisis, a new report warns, and without reforms, a homegrown problem threatens to derail everything from foreign policy, to entitlements, to food safety.

The problem is the way the government manages its more than 2 million civil servants, according to [a report](#) from the nonprofit Partnership for Public Service and government consulting firm Booz Allen Hamilton.

“We have a talent management system in government that is in most respects about 60-plus years old. The world has obviously changed dramatically in many, many ways and the system that manages the most critical aspect of government there is, the people, has not,” said Max Stier, president and CEO of the Partnership for Public Service.

The culmination of more than a year of research and interviews with experts and stakeholders including government agencies, labor unions and representatives from the private and nonprofit sectors, the report released Tuesday argues that the system governing the way civil servants are hired, trained, promoted and classified is out of date and disconnected from the modern world, and without corrections, the government could face a serious labor crisis.

“Only 9 percent of the federal workforce is made up of people younger than 30 — compared to 23 percent of the total U.S. workforce,” the report says. “By 2017, nearly two-thirds of the Senior Executive Service, our nation’s career leadership corps, will be eligible for retirement, and about 31 percent of the government’s permanent career employees will be able to head out the door.”

The report identifies several problems with the way the federal workforce is managed, from recruitment to retirement. One major issue, the authors write, is that the current system was designed when most government jobs were clerical. Now, nearly two-thirds of government jobs are “knowledge-based” and administrative, but the government can’t

compete with the private sector for the nation's best talent.

“Unable to compete for and retain some of the high-end skills and lacking the capacity to handle many critical day-to-day tasks, the government often has to look to outside contractors for the intellectual capital and know-how that is needed,” the report said. “There also is an absence of clarity and consequence regarding individual and organizational performance. Top performers seldom receive sufficient rewards, poor performers are rarely fired or demoted, and managers are not held accountable for how well they manage employees or the outcomes of the work they oversee.”

If the government wants to be able to attract and retain the nation's top talent, the report argues, comprehensive changes need to be made.

For one, the authors recommend changing the way government employees are paid.

“There's been a big political debate with a lot of heat around whether federal employees are paid too much or too little, and the truth is, they're paid the wrong way,” Stier said. “We're having the wrong conversation. We're saying let's pay our employees basically the way every other effective organization in the country does it.”

Workers should be paid based on their occupation and private-sector rates, not based on classifications that no longer fit the range of government jobs, the report said. To accomplish that goal, agencies and offices should have more flexibility to work within an overall budget cap, rather than Congress passing across-the-board raises or adjustments.

Along those lines, the General Schedule classification system should be completely overhauled, the report recommends, with the GS-1 through GS-15 classifications being replaced with five more understandable categories, from entry level to senior executives.

Another important reform, Stier said, is changing the way agencies can hire, including a simple change that would allow agencies to hire candidates that other agencies reject. Other suggested reforms include more flexibility in hiring standards, more responsibility for agency leaders and a better applicant assessment system.

If reforms don't happen, the future of the civil service could be bleak, Stier warned.

“The inability to bring in the millennials and new talent is incredibly problematic for the present and the future,” Stier said. “This has huge implications for everything our country. This is the most important organization we have, and if we're not treating the talent right, it's failing our talent and failing our country.”

While the report's authors acknowledge that change on this scale won't happen overnight, and while they don't offer a legislative proposal, they say the goal is to begin a conversation about making much-needed changes to the government's workforce.

“I think we have to see action here. As I said, what this is about, it's about the ability of our government to meet our needs, and they are obviously immense and complex and virtually any issue of the day is at risk here,” Stier said. “Our goal here is to spark the right conversation, to get the stakeholders together and to move forward on change.”

In addition to the report released Tuesday, the Partnership for Public Service will host

a [panel discussion](#) with “current and former government leaders” to continue the conversation about reforming the civil service Wednesday morning.

## Civil Service Reform Might Not Be a Pipe Dream

<http://cdn.govexec.com/interstitial.html?v=2.1.1&rf=http%3A%2F%2Fwww.govexec.com%2Foversight%2F2014%2F04%2Fcivil-service-reform-might-not-be-pipe-dream%2F81763%2F>

Compared with the Affordable Care Act, civil service reform “is a walk in the park,” said former Sen. Ted Kaufman, D-Del., on Wednesday.

He spoke at a largely optimistic panel evaluating prospects for the Partnership for Public Service and Booz Allen Hamilton’s new [compendium](#) of proposals to improve federal hiring practices, reward top performers and create a more market-based pay structure. “This is a difficult time in Congress to do anything, but this is changing and we have an opportunity,” said Kaufman, a veteran Senate staffer and currently a visiting professor at Duke University Law School. “Even if we had the most friendly Congress in the world, it would be a long process.” Most lawmakers “want to have a good civil service -- with a few notable exceptions,” he added. The public’s hostility toward government is largely a function of the bad economy, he said.

The report -- titled “Building the Enterprise: A New Civil Service Framework” -- was the product of two years’ work drawing from previous government reform efforts, said Lara Shane, vice president of research and communications for the Partnership. “Most ideas have been tried before, so we sought lessons learned” from why they didn’t take. PPS chose the term “framework” rather than “blueprint” as a way to “start the conversation,” said its president, Max Stier.

Reform will move forward only if there is agreement among all stakeholders, said Robert Tobias, former president of the National Treasury Employees Union and now director of the Institute for the Study of Public Policy Implementation at American University. “It’s not just the unions, but Congress and the administration have to build an infrastructure of trust on what you can agree on,” he said, because there “will be winners and losers.”

But Tobias said he sees the present political climate as opportune because “there is no crisis, so it’s the best environment for a rational discussion.” He added that “most people don’t care about this issue, which can be an advantage in driving the legislation.” Because the reform proposals are likely “budget-neutral,” the panelists noted, any bill would bypass the budget and appropriations committees and perhaps be championed by a small group of lawmakers.



But the 1978 civil service reforms, came about “with a bipartisan coalition for good government that is missing today,” Tobias cautioned.

Businesses want to avoid getting involved in the “dynamics of Congress versus the administration,” added Tony Miller, former deputy Education secretary now a partner with the Vistria Group. “It’s important that reform not be framed in a partisan way -- if you’re for smaller government, it’s still good. But it is important to create a sense of urgency, a burning platform,” while gauging the “opportunity cost” of not acting now.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE:  
**Date:** Tuesday, April 01, 2014 2:29:00 PM

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I understand. Thank you for the notice. Commissioners Ron, Michelle, Ed, and potentially Joe will be present to represent the Commission.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Monday, March 31, 2014 1:16 PM  
**To:** Alexandra T. Norton  
**Cc:** Tommy Screen  
**Subject:**

Lex,

I will not be able to be at the press announcement this week. I have a schedule conflict from my job that pays me a salary

---

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: schedule  
**Date:** Monday, March 31, 2014 9:20:36 PM

---

Lisa said they have never cancelled on that day in the past.

Would it be ok to keep it on April 21?

---

**From:** Kevin Wildes [wildesk@loyno.edu]  
**Sent:** Monday, March 31, 2014 1:34 PM  
**To:** Alexandra T. Norton  
**Cc:** Tommy Screen  
**Subject:** schedule

Lex

Are you aware that 21 April is Easter Monday? I was actually going to poll the other Commissioners about if they will be available for a meeting that day or if we need to reschedule it

---

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE:  
**Date:** Monday, March 03, 2014 12:10:00 PM

---

We are still working, we never stop working for you citizens ☺ !

I'm still talking to Lisa about the finer details of the agreement – very fine details and all related to procurement for which we need resolution. It involves your department's method of procurement, the NeoGov insight agreement, and the hearing officers.

I think we need a meeting with you, Gilbert, Andy, our attorneys, Lisa and I to work out. If you need someone from the Commission to bird dog this through, why don't you delegate it to Michelle since she is an attorney? I wonder if you have time to deal with this detailed mess (and it is definitely a mess because there are so many interrelated pieces).

What do you think? Should I arrange a meeting with just those folks?

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Sunday, March 02, 2014 8:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE:

Hey....i have gotten behind.

And I know the City has stopped working! Where do we stand on all this?

---

**From:** Alexandra T. Norton [mailto:[atnorton@nola.gov](mailto:atnorton@nola.gov)]  
**Sent:** Thursday, February 27, 2014 7:22 AM  
**To:** Kevin Wildes  
**Subject:** Re:

Sorry, I still did not get confirmation from the City Atty last night, so here is the plan for now:

1. NeGov:

Lisa and I are trying to do the revised Agreement between Andy, Allen, and Lisa. You don't need to do anything yet (until I get confirmation from Sharonda the draft is fine legally, then it would just be to support it if Lisa does and not let Gilbert make additional demands).

2. Hearing Officer:

Instead of making a temporary solution w/ Victor Papai, we should do a 2 week procurement and do it properly.

To start, all we need is a letter from CS commission to Mayor requesting an exception from the regular procurement policy. Would you ask Lisa to draft the letter and send to you to sign? (if the rest of the Commission already approved this).

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, February 27, 2014 06:53 AM  
**To:** Alexandra T. Norton  
**Subject:**

So where are we? What am I supposed to do?

kw, sj

---

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Confidential  
**Date:** Tuesday, January 21, 2014 8:32:47 AM  
**Sensitivity:** Confidential

---

That is ok, she needs to draft a request from the commission to the mayor for an exception to Executive Order MJL-10-05 to allow you to use your selection committee. She needs to do that asap or the city attorney won't allow the Mayor to sign the contract for you.

Did she say why she cancelled the hearing officer RFP?

---

**From:** Kevin Wildes [wildesk@loyno.edu]  
**Sent:** Monday, January 20, 2014 8:47 PM  
**To:** Alexandra T. Norton  
**Subject:** Confidential

Lex

Sorry to be so slow. I did ask Lisa about the RFP...

This is part of what she sent back. I think we are ok on this process

---

Fr. Wildes:

I placed the RFP for special counsel on the City's website to advertise and receive proposals. This was done with the assistance of the City's procurement team. However, the selection committee is being developed based upon the Commission's Rules. It is consistent with the City's process but it is not the same.

Also, the selection committee is made up of you, Michelle Craig and Rabbi Cohn. I will be sending out a request for meeting dates tomorrow. This will need to be a public meeting.

---

kw, sj

---

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** FW: January 13 Commission Agenda  
**Date:** Wednesday, January 08, 2014 11:52:00 AM  
**Attachments:** January 13, 2014 CSC Meeting Agenda.pdf

---

This is the item to be removed from the agenda so that staff can continue to work on the implications and present a proposal next month.

Item 3 (b) Emergency Overtime Pay Rule Change Proposals

Thank you!

---

**From:** Doddie K. Smith  
**Sent:** Wednesday, January 08, 2014 11:41 AM  
**To:** Susan G. Guidry; Cynthia H. Morrell; Jackie B. Clarkson; Kristin G. Palmer; Stacy Head; 'Felicial Moran'; Gary Savelle; 'Gordon Russell'; 'helene'; 'jmsteve'; 'Louis Robein'; 'Mike Perlstein'; 'Rowena Jones'; 'alaina stewart'; 'B Ferrara'; 'Brendan McCarthy'; 'C. Theodore Alpaugh, III (FOP)'; Clarice T. Kirkland; 'Claude Schlesinger'; 'Dan Sullivan'; 'Denise Strong, PhD'; Donna J. Johnson; Eraka V. Williams; 'Eric Hessler'; 'Frank Donze'; Isaka R. Williams; 'James Gallagher, FOP'; 'Janet Howard'; Jennifer J. Jennings; 'jimnellkagler'; 'Kevin Hoag'; Kimberly W. Mitchell; Lazaro Arce, Jr.; 'Marquis'; Michael D. Glasser; Micshon Matthew; 'New Orleans Firefighters'; 'Nick Felton'; Pamela M. Davis; Rekitta A. Peters; 'Ron Green'; 'Sean Weber'; Shawn Lindsay; Simon B. Hargrove; Teritha R. Covington; 'Tim McConnell'; Timothy McConnell; 'Shannon Aymami'; Brian D. Johnson; 'Iftikhar Ahmen'; Aimee M. Quirk; Andrew D. Kopplin; Ann E. Macdonald; Anthony M. Faciane; Arlinda P. Westbrook; Arthur A. Morrell; Barbara P. Coulon; Barbara T. Avalos; Bholanath Dhume; Calvin J. Aguiard; Cary M. Grant; Cedric S. Grant; Charles G. Parent; Charlotte M. Parent; Claudia Riegel; Courtney Bagneris; Cynthia S. Lear; Derrick A. Muse; Devona Dolliole; Edouard Quatrevaux; Emily S. Arata; 'Ernest Collins (MayorOfNO)'; Evelyn F. Pugh; 'Gail Asprodites'; George A. Patterson; James P. Treadaway; Jay P. Palestina; Jerry W. Sneed; 'John Bullard'; 'Joseph Becker'; Judy R. Morse; Kelly P. Meehan; Kirk M. Bouyelas; Larry Bagneris Jr; Lary Hesdorffer; Leslie T. Alley; Lora W. Johnson; Lydia A. Glapion-Days; Lynn W. Ashley; Madelyn C. Sanchez; 'Marcia St. Martin'; Mary G. Pettingill; Mitchell J. Landrieu; Norman S. Foster; 'P Henry'; Ronal W. Serpas; Stephanie M. Landry; Tim Lavelle; 'Yolanda Beavers (ybeavers@frenchmarket.org)'; Denise Steudlein; 'Elaine McClain (emcclain@swbno.org)'; 'Linda Copeland'; 'Marcia Johnson'; 'Shirley August (saugust@swbno.org)'; 'Stephanie Schnell (stephanieschnell@cox.net)'; Tomekia T. Dunkley; Allison M. Lee; Althea W. Barze; Annette M. Nunez; Antonia M. Cager; Barry Gangolf; Brian D. Firstley; Brian D. Johnson; Carletta Graves; Carolyn B. Blackman; Carolyn M. Stringer; Cheryl Adams; Cheryl S. McKey; Cheryl W. Bean; Christina Hamilton; Clara L. Brady; Cynthia C. Edwards; 'Deborah McCrocklin'; 'Debra White'; Deidre A. Howard; Deloise M. Brinson; Denise M. Russ; 'Donise White'; Eleanor F. Straub; Erdwin Fuentes; Estelle J. Speech; Florietta M. Stevenson; Greg Davis; Janet H. Easterling; Jean Morris - Gibson; Jesse Evans, Jr; John D. Gagliano; Joseph P. Lieteau; 'Karen Thurman'; Kim Broadwater; Kim T. Delarge, Sr.; Kisha L. Gaudin; Linda G. Blackburn; Lois B. Williams; Lydia A. Smith; Margaret A. Johnson (LAW); Maria-Kay Chetta; Marylyn Melder; Melanie G. Williams-Mason; Melvin D. Baker; Page P. McCranie; Rene T. Hollins; Robert W. Hagman; Samuel Stoute; Sandra Gauthier; Tammy M. Broussard; Tracy St. Julien; Vanessa C. Honore; Vickie Saulny; Rhonda L. Sidney; 'shutson@nolaoig.org'; Suzanne Wisdom; 'marquisdione@gmail.com'; 'terry@terryst.com'; Derrick M. Francis; Joseph R. Lorenzo; 'mplaner@fox8live.com'; 'pmirabil@midrid.com'; 'fox8news@fox8tv.net'; 'rcbiii@hotmail.com'; 'mkrupa@timespicayune.com'; Gloria Smith; Ann D. Duplessis; Marion A. Smith; Randolph J. Scott; 'ghoward@loyno.edu'; 'renee@flymsy.com'; 'kmurphy@bgr.org'; Pura S. Bascos; Lisa M. Hudson; Terry Hardy; 'rjm1121@aol.com'; 'jayginsberg@msn.com'; 'ashleynorthington@bgr.org'; Janet R. Chambers; 'Yolanda Grinstead'; 'D. Monteverde'; 'LEE, Audrey (ALEE@swbno.org)'; 'tjulien@swbno.org'; Joycelyn E. Christopher; Mary Jo Webster; Linda N. Launey; James A. Gray; LaToya Cantrell; Jared E. Munster; 'Martin, Naomi <Naomi\_Martin@nola.com> (Naomi\_Martin@nola.com)'; 'dal@livlaw.com'; 'divaccari@gmail.com'; Debra L. Calderon; 'Helen Freund'; 'Raymond@banda1.onmicrosoft.com'; 'Jon Smith'; Alexandra T. Norton; Elizabeth S. Robins; 'Marcy Planer'

**Subject:** FW: January 13 Commission Agenda

Please find attached the Civil Service Commission Agenda and Docket for Monday, January 13, 2014.

PLEASE NOTE!

The Docket portion of the meeting is scheduled to begin at 10:00 a.m.

The Business Meeting is scheduled to begin at 11:00 a.m.

NOTE! Current location:

AMOCO Building  
1340 Poydras Street  
Suite 900  
New Orleans, LA 70112



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: NEO GOV Meeting  
**Date:** Thursday, October 03, 2013 1:03:00 PM

---

I like your approach the best. Lisa is not pleased about being asked into a meeting where everyone will try to change her mind. She has valid reasons for not allowing Allen access (I actually agree with her).

Once you know her reasons, you should probably give Andy a call let him know if you agree with Lisa or aren't sure. Then let him know if he still wants admin rights to NeoGov, he should place it on the agenda for Oct. 21.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, October 03, 2013 12:54 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: NEO GOV Meeting

Ok

A couple of thoughts

- 1) It might be best if I simply start with Lisa by myself rather than bringing her in with everyone else. She'll panic and get stubborn.
- 2) Let me find out what her reasons are....
- 3) Then, if need be, Andy can come to the Commission
- 4) By the way, I am one commissioner down...

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, October 03, 2013 12:26 PM  
**To:** Kevin Wildes  
**Subject:** RE: NEO GOV Meeting

Of course. Here's what Andy and Allen are hoping to get from the mtg:

1. You decide Lisa gets to keep her admin rights solely
2. You aren't sure what the answer should be and you recommend Andy bring it to the Commission for a vote

Lisa does not want to have the pre-meeting at all. She would like Andy and Allen just to bring it to

the Commission directly because she believes it would be wrong to give Allen the access that he is asking for.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:24 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Ok...well, then I can't do it by myself. ....

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 12:22 PM

**To:** Kevin Wildes; Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

The commission only.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 12:20 PM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

Who has authority?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 11:46 AM

**To:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

The mtg w/ Andy, Lisa, Allen and I is about Lisa's software program for hiring and testing job applicants (NeoGov Insight).

Allen wants full system admin rights to the software and Lisa does not want them to have it. The decision needs to be made because the impasse is stalling a lot of other projects.

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Thursday, October 03, 2013 11:28 AM

**To:** Alexandra T. Norton

**Subject:** RE: NEO GOV Meeting

What is this meeting about?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Thursday, October 03, 2013 11:20 AM

**To:** Johnathan O. Thomas

**Cc:** Kevin Wildes

**Subject:** RE: NEO GOV Meeting

JT,

Fr. Wildes will check to see if he can move his other meeting as soon as he gets off his flight in order to make the Oct. 8 at 2 meeting with Andy et al. And Gail will get back to you with confirmation.

Please let me know if you don't hear anything by the end of today!

**Alexandra Tassiello Norton**

*Service & Innovation Manager*

City of New Orleans

1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** FW: Civil Service and Human Resources Improvements Areas of Agreement  
**Date:** Tuesday, September 24, 2013 12:40:00 PM  
**Attachments:** Civil Service and Human Resources Improvements Areas of Agreement.docx

---

Hi Fr. Wildes,

This is the agreement that we are currently floating. Lisa will bring it to you when it's more finalized. She is right in waiting to make sure the Mayor was on board.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: HUpdate with Glovinsky & Wildes  
**Date:** Wednesday, April 10, 2013 3:04:00 PM  
**Attachments:** image001.png

---

Is he running a little bit late?

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Gail Howard [mailto:[goward@loyno.edu](mailto:goward@loyno.edu)] **On Behalf Of** Kevin Wildes  
**Sent:** Wednesday, April 10, 2013 3:03 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: HUpdate with Glovinsky & Wildes

Kevin is on his way.

*Gail Howard*

Executive Assistant to the President

Loyola University New Orleans

6363 St. Charles Avenue

Campus Box 9

New Orleans, LA 70118

504-865-3849

504-865-3851 FAX

[goward@loyno.edu](mailto:goward@loyno.edu)



**Celebrating our Past, Embracing the Future**

-----Original Appointment-----

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Wednesday, April 10, 2013 3:01 PM

**To:** Debbie Bergeron; Gail Howard

**Subject:** HUpdate with Glovinsky & Wildes

**When:** Wednesday, April 10, 2013 3:15 PM-4:15 PM (UTC-06:00) Central Time (US & Canada).

**Where:** City Hall CAO Conference Room - 9th Floor & conference call

Amy & David,

Please join us at 3:15 by calling:

504-658-7707 or 877-286-7156 toll-free

Conference ID: 253926

No password

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: HR/Civil Service legal review  
**Date:** Monday, February 25, 2013 12:01:00 PM

---

Hello Fr. Wildes,

Could you call me when convenient for you? Thank you! 658-8452

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, February 06, 2013 1:21 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: HR/Civil Service legal review

Thanks!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, February 06, 2013 1:13 PM  
**To:** Kevin Wildes  
**Subject:** FW: HR/Civil Service legal review

Attached are:

- 1) The final report
- 2) A presentation summarizing the recommendations
- 3) The proposed new rules (categorized by the previous rule numbers and annotated)

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** Civil Service HR Transformation Rule Changes for legal review  
**Date:** Wednesday, January 02, 2013 2:04:00 PM  
**Attachments:** Civil Service Rule Changes 091012.xls  
All recommendations long version Final 10-4-12.doc

---

Father Wildes,

Attached are the final report for Civil Service Transformation and an excel file of all the Rule Changes we are proposing, categorized by topic on each tab. These two documents should be provided to an attorney, the excel final needs the legal review.

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Draft Civil Service HR Transformation Report - for CS Staff to review  
**Date:** Thursday, September 13, 2012 12:10:16 AM

---

They've seen it in pieces and we've walked through comments with them and made changes when they convinced us of valid reasons. But this is the entire final report.

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Wednesday, September 12, 2012 9:04 PM  
To: Alexandra T. Norton  
Subject: RE: Draft Civil Service HR Transformation Report - for CS Staff to review

thanks...have they seen this before?

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Wednesday, September 12, 2012 8:47 PM  
To: Kevin Wildes  
Subject: Draft Civil Service HR Transformation Report - for CS Staff to review

Fr. Wildes,

Attached is the report for the Civil Service Departmentg staff to review by 9/26 at the latest. Once you receive the written report back from them on their comments and suggestions for improvements to it, could you send them to PSG for review? Thank you!

**From:** [Alexandra T. Norton](mailto:Alexandra.T.Norton)  
**To:** [Kevin Wildes](mailto:Kevin.Wildes)  
**Subject:** RE: Civil Service Transformation Report and Questions Contact  
**Date:** Tuesday, September 11, 2012 4:47:00 PM  
**Attachments:** Summary Report - Aug 14, 2012 - Human Resources and Civil Service Employee Survey.pdf

---

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, September 11, 2012 4:43 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Civil Service Transformation Report and Questions Contact

Lex

can you send me a copy (you may have and I missed placed it) of the employee survey?

thanks!

\

take care! prayers!

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Tuesday, September 11, 2012 3:14 PM  
**To:** Osborne David; Kevin Wildes; Amy Glovinsky; [dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)  
**Subject:** Civil Service Transformation Report and Questions Contact

Hi All,

Since we've met, I wanted to share the contact information for David Osborne with PSG. David is contracted with us to provide full support to the Commission on all policy issues that may arise throughout the rest of this year, so you all can have confidence that we're in excellent hands. Please feel free to reach out to him with questions, concerns, and for follow up to any of the issues you identify.

David, I've also provided Fr. Wildes' contact information below so that you may contact the Commissioners if and when the need arises in the course of the rest of this project this year.

[wildesk@loyno.edu](mailto:wildesk@loyno.edu)

(504) 865-3849

(504) 415-3698

David Osborne  
Public Strategies Group

[David@psg.us](mailto:David@psg.us)

25 Belcher St.

Essex, MA 01929

O: 978 768 3217

Cell: 978 273 5397

**From:** [Alexandra T. Norton](#)  
**To:** [Osborne David](#); [Kevin Wildes](#); [Amy Glovinsky](#); [dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)  
**Subject:** Civil Service Transformation Report and Questions Contact  
**Date:** Tuesday, September 11, 2012 3:14:00 PM

---

Hi All,

Since we've met, I wanted to share the contact information for David Osborne with PSG. David is contracted with us to provide full support to the Commission on all policy issues that may arise throughout the rest of this year, so you all can have confidence that we're in excellent hands. Please feel free to reach out to him with questions, concerns, and for follow up to any of the issues you identify.

David, I've also provided Fr. Wildes' contact information below so that you may contact the Commissioners if and when the need arises in the course of the rest of this project this year.

wildesk@loyno.edu  
(504) 865-3849  
(504) 415-3698

David Osborne  
Public Strategies Group  
[David@psg.us](mailto:David@psg.us)  
25 Belcher St.  
Essex, MA 01929  
O: 978 768 3217  
Cell: 978 273 5397

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#); [Gail Howard](#)  
**Subject:** RE: Preliminary recommendations on Civil Service transformation  
**Date:** Wednesday, September 05, 2012 10:33:52 AM

---

Since Fr. Wildes will be downtown, should we try to meet with Joe at 12 on Monday at my office in City Hall or at Joe's office in the main library next door?

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Wednesday, September 05, 2012 10:25 AM  
To: Gail Howard; Alexandra T. Norton; Dana Douglas  
Subject: RE: Preliminary recommendations on Civil Service transformation

sounds good. see what works for everyone else

-----Original Message-----

From: Gail Howard  
Sent: Wednesday, September 05, 2012 10:02 AM  
To: Alexandra T. Norton; Dana Douglas  
Cc: Kevin Wildes  
Subject: RE: Preliminary recommendations on Civil Service transformation

The Civil Service Meeting has been cancelled on Monday. Do you want to meet at 10:00 a.m. instead. If so, Dana can we meet in your office?  
Thank you, Gail

Gail Howard  
Executive Assistant to the President  
Loyola University New Orleans  
6363 St. Charles Avenue  
Campus Box 9  
New Orleans, LA 70118  
504-865-3849  
504-865-3851 FAX  
ghoward@loyno.edu

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Tuesday, September 04, 2012 1:20 PM  
To: Dana Douglas; Gail Howard  
Subject: RE: Preliminary recommendations on Civil Service transformation

Ok, I'll be flexible and hold 12 - 1:30. See you then!

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
Sent: Tuesday, September 04, 2012 1:18 PM  
To: Alexandra T. Norton; 'Gail Howard'

Subject: RE: Preliminary recommendations on Civil Service transformation

The meeting are generally over by noon but there is no way to be sure.

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Tuesday, September 04, 2012 1:17 PM  
To: Dana Douglas; Gail Howard  
Subject: RE: Preliminary recommendations on Civil Service transformation

Yes, we can host down in the basement conference room - Room BE10. What time do you think it will be?

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA  
70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
Sent: Tuesday, September 04, 2012 11:20 AM  
To: Gail Howard  
Cc: Alexandra T. Norton  
Subject: Re: Preliminary recommendations on Civil Service transformation

Monday works. We can likely meet in Alexandra's office or I can check to see if the civil service office is available.

On Sep 4, 2012, at 11:11 AM, "Gail Howard" <[ghoward@loyno.edu](mailto:ghoward@loyno.edu)> wrote:

> There is a civil service meeting on Monday morning at 10:00. Perhaps  
> the three of you could meet following that meeting. He has to be back

> on campus for a 2:00 p.m. meeting. Would that work as he will be  
> downtown.

>  
> Gail Howard  
> Executive Assistant to the President  
> Loyola University New Orleans  
> 6363 St. Charles Avenue  
> Campus Box 9  
> New Orleans, LA 70118  
> 504-865-3849  
> 504-865-3851 FAX  
> [ghoward@loyno.edu](mailto:ghoward@loyno.edu)

>

>

> -----Original Message-----

> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
> Sent: Tuesday, September 04, 2012 11:07 AM  
> To: Gail Howard; Dana Douglas  
> Subject: RE: Preliminary recommendations on Civil Service  
> transformation

>

> Yes, I'm wide open both days.

>

> Alexandra Tassiello Norton  
> Service and Innovation Manager  
> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
> LA  
> 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
> atnorton@nola.gov

>

>

> -----Original Message-----

> From: Gail Howard [<mailto:goward@loyno.edu>]  
> Sent: Tuesday, September 04, 2012 11:06 AM  
> To: Dana Douglas  
> Cc: Alexandra T. Norton  
> Subject: RE: Preliminary recommendations on Civil Service  
> transformation

>

> Fr. Wildes would rather meet in person. Can we reschedule to next  
> Monday or Tuesday?

>

> Gail Howard  
> Executive Assistant to the President  
> Loyola University New Orleans  
> 6363 St. Charles Avenue  
> Campus Box 9  
> New Orleans, LA 70118  
> 504-865-3849  
> 504-865-3851 FAX  
> goward@loyno.edu

>

>

> -----Original Message-----

> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
> Sent: Tuesday, September 04, 2012 11:04 AM  
> To: Gail Howard  
> Cc: Alexandra T. Norton  
> Subject: Re: Preliminary recommendations on Civil Service  
> transformation

>

> I'm happy to join you guys by telephone on tomorrow at that time.

>

> On Sep 4, 2012, at 10:58 AM, "Gail Howard" <[goward@loyno.edu](mailto:goward@loyno.edu)> wrote:

>

>> Alexandra and Dana,

>>

>> Fr. Wildes is booked until 4:00 tomorrow but could meet in his office

>> in the 4:00 to 5:30 time frame. He has a 6:00 p.m. dinner meeting on

>> campus. He will be out of town on Thursday and Friday so he would  
>> not

>

>> be available on those dates.

>>

>> Please advise if the above suggested time frame could work.

>>

>> Thank you,

>>

>> Gail

>>  
>>  
>>

>> Gail Howard

>> Executive Assistant to the President  
>> Loyola University New Orleans  
>> 6363 St. Charles Avenue  
>> Campus Box 9  
>> New Orleans, LA 70118  
>> 504-865-3849  
>> 504-865-3851 FAX  
>> ghoward@loyno.edu

>>  
>>

>> -----Original Message-----

>> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
>> Sent: Tuesday, September 04, 2012 9:46 AM  
>> To: Dana Douglas  
>> Cc: Gail Howard  
>> Subject: RE: Preliminary recommendations on Civil Service  
>> transformation

>>

>> Dana and Gail, hope you both are getting back to normal!

>>

>> Could we reschedule for any of the following times at Dana's office?

>>

>> Wednesday (tomorrow) 4-6 pm  
>> Thursday anytime  
>> Friday anytime

>>

>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,

>> LA

>> 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>>

>> -----Original Message-----

>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>> Sent: Thursday, August 30, 2012 4:30 AM  
>> To: Alexandra T. Norton  
>> Cc: Gail Howard  
>> Subject: Re: Preliminary recommendations on Civil Service  
>> transformation

>>

>> Yes, sorry I should have reached out completely slipped my mind. Our  
>> office will be closed tomorrow. I'm well. Hope the two of you are as  
>> well.

>>

>> On Aug 30, 2012, at 2:03 AM, "Alexandra T. Norton"  
>> <atnorton@nola.gov>

>> wrote:

>>

>>>



>>> \_Hi Dana,  
>>>  
>>> We're thinking it's best to cancel tomorrow. I'll check back in with  
>> you both to reschedule for next week. Hope you all are doing well.  
>>>  
>>> \_\_\_\_\_  
>>> From: Dana Douglas [mailto:dmdouglas@liskow.com]  
>>> Sent: Friday, August 24, 2012 10:33 AM  
>>> To: 'Gail Howard'  
>>> Cc: Alexandra T. Norton  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Great. The address is 701 Poydras Street (One Shell Square) Suite  
>> 5000. The building is located on Poydras between St. Charles and  
>> Carondelet.  
>>>  
>>> From: Gail Howard [mailto:goward@loyno.edu]  
>>> Sent: Friday, August 24, 2012 10:32 AM  
>>> To: Dana Douglas  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Why don't we say 2:15 as Fr. Wildes will be coming from another  
>>> meeting. What is that address and suite number? Thank you, Gail  
>>>  
>>> Gail Howard  
>>> Executive Assistant to the President Loyola University New Orleans  
>>> 6363 St. Charles Avenue  
>>> Campus Box 9  
>>> New Orleans, LA 70118  
>>> 504-865-3849  
>>> 504-865-3851 FAX  
>>> goward@loyno.edu<mailto:goward@loyno.edu>  
>>>  
>>> From: Dana Douglas [mailto:dmdouglas@liskow.com]  
>>> Sent: Friday, August 24, 2012 10:28 AM  
>>> To: 'Alexandra T. Norton'; Gail Howard  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Works for me.  
>>>  
>>> From: Alexandra T. Norton  
>>> [mailto:atnorton@nola.gov]<mailto:[mailto:atnorton@nola.gov]>  
>>> Sent: Friday, August 24, 2012 10:27 AM  
>>> To: Dana Douglas; 'Gail Howard'  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> That sounds perfect. Could I schedule the meeting for Dana's office  
>>> at  
>> 2 Thursday?  
>>>  
>>> Alexandra Tassiello Norton  
>>> Service and Innovation Manager  
>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New

>>> Orleans,  
>  
>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>  
>>>  
>>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>>> Sent: Friday, August 24, 2012 10:26 AM  
>>> To: 'Gail Howard'  
>>> Cc: Alexandra T. Norton  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>  
>>> Thanks Gail. I can meet at either of those times and dates. My  
>> office is available if you would like to have the meeting here. I  
>> have a standing 12:30 on Thursdays so if that date is most convenient

>> we would have to have it here in the office. Let me know what works  
>> best for Fr. Wildes.

>>>  
>>> From: Gail Howard  
>>> [<mailto:goward@loyno.edu>]<<mailto:goward@loyno.edu>>  
>>> Sent: Friday, August 24, 2012 10:25 AM  
>>> To: Dana Douglas  
>>> Cc: Alexandra T. Norton  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation  
>>>

>>> Would you be able to meet later Tuesday afternoon around 3:00 your  
>> office of here or Thursday afternoon after 2:00, your office or here?

>>>  
>>> Gail Howard  
>>> Executive Assistant to the President Loyola University New Orleans  
>>> 6363 St. Charles Avenue  
>>> Campus Box 9  
>>> New Orleans, LA 70118  
>>> 504-865-3849  
>>> 504-865-3851 FAX  
>>> goward@loyno.edu<<mailto:goward@loyno.edu>>  
>>>

>>> From: Dana Douglas [<mailto:dmdouglas@liskow.com>]  
>>> Sent: Thursday, August 23, 2012 1:01 PM  
>>> To: Gail Howard  
>>> Cc: Alexandra T. Norton  
>>> Subject: Re: Preliminary recommendations on Civil Service  
>>> transformation  
>>>

>>> It may be difficult for me to get uptown but I can participate by  
>> telephone if that works.

>>>  
>>> On Aug 23, 2012, at 12:58 PM, "Gail Howard"  
>> <[goward@loyno.edu](mailto:goward@loyno.edu)<<mailto:goward@loyno.edu>>> wrote:  
>>> Fr. Wildes could do 11:30 on Tuesday, August 28 here in our office.  
>>>

>>> Gail Howard  
>>> Executive Assistant to the President Loyola University New Orleans  
>>> 6363 St. Charles Avenue  
>>> Campus Box 9

>>> New Orleans, LA 70118  
>>> 504-865-3849  
>>> 504-865-3851 FAX  
>>> ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>

>>>  
>>> From: Alexandra T. Norton  
>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>  
>>> Sent: Thursday, August 23, 2012 10:19 AM  
>>> To: Dana Douglas; Gail Howard  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation

>>>  
>>> Dana, attached is a word doc draft of the recommendations. The  
>>> section  
>> on Incentive Pay is still being adjusted this week - we have a focus  
>> group with Department Heads and Deputy Mayors and will need to  
>> incorporate their feedback.

>>>  
>>> Also attached is the set of rule changes proposed for Hiring,  
>> Promotions and Salary. Column D is the recommended replacement  
>> language, column E is language that is currently in place. We will  
>> also have a set on Appeals ready this week for Gilbert and a set on  
>> Incentive Pay and Evaluations in the next couple weeks.

>>>  
>>> Please let me know if you have any questions before we meet,  
>>> otherwise  
>> I'll be prepared to answer them next week. Thanks!

>>>  
>>> Alexandra Tassiello Norton  
>>> Service and Innovation Manager  
>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New  
>>> Orleans,

>  
>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>

>>>  
>>> From: Dana Douglas  
>>> [<mailto:dmdouglas@liskow.com>]<[mailto:\[mailto:dmdouglas@liskow.com\]](mailto:[mailto:dmdouglas@liskow.com])>  
>>> Sent: Thursday, August 23, 2012 10:14 AM  
>>> To: Alexandra T. Norton; 'Gail Howard  
>> (ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>)'  
>>> Subject: RE: Preliminary recommendations on Civil Service  
>>> transformation

>>>  
>>> All of those dates work for me. On Thursday, I have meetings until  
>> about 2 so it would have to be afterwards. I am flexible the other  
>> days. Will you be able to send me the recommendations as well as the

>> rule changes Gilbert is working on before then?

>>  
>>  
>>>

>>> From: Alexandra T. Norton  
>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>  
>>> Sent: Thursday, August 23, 2012 10:10 AM  
>>> To: Dana Douglas; Gail Howard  
>>> (ghoward@loyno.edu<<mailto:ghoward@loyno.edu>>)

>>> Subject: Preliminary recommendations on Civil Service transformation

>>>

>>> Hi Dana,

>>>

>>> The survey results from employees are in - I'm drafting a report  
>> summarizing it to release to employees and then to the public. The  
>> responses were very thoughtful and confirm we are working on all the  
>> right issues! We have a set of preliminary recommendations I need to  
>> start reviewing with all Commissioners in detail in order to be ready

>> to introduce them in October. Gilbert Buras is doing the in-depth  
>> legal review of the rule change language, but I'd like to get  
>> together

>

>> with you all now (before I go out on maternity leave 9/14) to dig in  
>> depth on what the recommended improvements are and why, and get your  
> feedback.

>>>

>>> Dana, are you free, and Gail, is Kevin free, next week any of the  
>> following times?

>>>

>>> Tuesday anytime after 10:30

>>> Thursday anytime

>>> Friday 9-4

>>>

>>> We can meet either at Dana's office or Fr. Wildes, whichever is most  
>> convenient for everyone. Thank you so much for your time!

>>>

>>> Alexandra Tassiello Norton

>>> Service and Innovation Manager

>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New

>>> Orleans,

>

>>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>>> atnorton@nola.gov<<mailto:atnorton@nola.gov>>

>>>

>>>

>>

>>

>>

>>

>>

>

>

>

>

>

>

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** scheduling with the commissioners  
**Date:** Tuesday, September 04, 2012 9:51:00 AM

---

Fr. Wildes,

I'm working with Gail to reschedule for this week. Next week is my last week in the office so I need to meet with all the Commissioners, except Amy, to brief them in detail on the proposed changes.

Can I work with Gail to schedule with Debra and Joe for next week?

What I'd like to do is if they have questions or concerns after talking through all the rule changes and reading the reports, connect them (perhaps via you) to David Osborne. He will be the one to defend the recommendations and make changes is needed.

Here is his contact info for your reference is there is anything you need while I'm out:

David Osborne  
Public Strategies Group  
[David@psg.us](mailto:David@psg.us)  
25 Belcher St.  
Essex, MA 01929  
O: 978 768 3217  
Cell: 978 273 5397

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: CS / HR transformation preliminary recommendations  
**Date:** Tuesday, August 21, 2012 1:23:00 PM

---

Great. I'll call you right at 5. If you are free earlier and find you need to talk sooner, you can reach me at my desk at 658-8452. Thank you!

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
Sent: Tuesday, August 21, 2012 1:23 PM  
To: Alexandra T. Norton  
Subject: Re: CS / HR transformation preliminary recommendations

How is 5? Or 4?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

On Aug 21, 2012, at 1:18 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

> Yes, of course. Thank you so much. What time do you think you'll be free again?

>

> Alexandra Tassiello Norton

> Service and Innovation Manager

> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,

> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

> [atnorton@nola.gov](mailto:atnorton@nola.gov)

>

>

> -----Original Message-----

> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

> Sent: Tuesday, August 21, 2012 1:17 PM

> To: Alexandra T. Norton

> Subject: Re: CS / HR transformation preliminary recommendations

>

> Sorry. In a cabinet retreat till later this afternoon.

>

> Can I call you later?

>

> kw,sj

> 504-415-3698

>

> Sent from my iPhone this email is considered confidential.

>

> On Aug 21, 2012, at 1:15 PM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

>

>> Fr. Wildes,

>>

>> Are you available to talk today? I just tried your cell phone.

>>

>> Alexandra Tassiello Norton

>> Service and Innovation Manager

>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,

>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>> [atnorton@nola.gov](mailto:atnorton@nola.gov)

>>

>> -----Original Message-----

>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>> Sent: Tuesday, August 21, 2012 12:57 PM

>> To: Alexandra T. Norton

>> Subject: Re: CS / HR transformation preliminary recommendations

>>

>> Thanks.

>>

>> kw,sj

>> 504-415-3698

>>

>> Sent from my iPhone this email is considered confidential.

>>

>> On Aug 21, 2012, at 11:52 AM, "Alexandra T. Norton" <[atnorton@nola.gov](mailto:atnorton@nola.gov)> wrote:

>>

>>> Attached are two documents. The first is the short powerpoint presentation of issues with the current CS system and the recommendations. The second document is the longer report (15 pages) on the areas of reform and the recommendations discussed by PSG.

>>

>>>

>>> Alexandra Tassiello Norton

>>> Service and Innovation Manager

>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New

>>> Orleans, LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email

>>> [atnorton@nola.gov](mailto:atnorton@nola.gov)<<mailto:atnorton@nola.gov>>

>>>

>>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>>> Sent: Tuesday, August 21, 2012 9:59 AM

>>> To: Alexandra T. Norton

>>> Subject: RE: CS / HR transformation preliminary recommendations

>>>

>>> all I ever get is you summary memo. I never get the recommendations

>>>

>>> I am interested in the summary recommendations for CS not in how we

>>> could/should proceed

>>>

>>> From: Alexandra T. Norton

>>> [<mailto:atnorton@nola.gov>]<[mailto:\[mailto:atnorton@nola.gov\]](mailto:[mailto:atnorton@nola.gov])>

>>> Sent: Tuesday, August 21, 2012 8:14 AM

>>> To: Kevin Wildes

>>> Subject: Re: CS / HR transformation preliminary recommendations

>>>

>>> I sent them to you twice this morning. Did you receive them? You may have to scroll down to the end of the email.

>>>

>>>

>>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

>>> Sent: Tuesday, August 21, 2012 07:56 AM  
>>> To: Alexandra T. Norton  
>>> Subject: RE: CS / HR transformation preliminary recommendations

>>>  
>>> could you please send me the psg report/recommendations?

>>>  
>>> From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]

>>> Sent: Tuesday, August 21, 2012 7:48 AM  
>>> To: Kevin Wildes  
>>> Subject: Fw: CS / HR transformation preliminary recommendations

>>>  
>>> Here are the preliminary recommendations for your review.

>>>  
>>> From: Alexandra T. Norton  
>>> Sent: Monday, August 20, 2012 04:33 PM  
>>> To: Kevin Wildes <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)<<mailto:wildesk@loyno.edu>>>  
>>> Cc: Gail Howard ([goward@loyno.edu](mailto:goward@loyno.edu)<<mailto:goward@loyno.edu>>)  
>>> <[goward@loyno.edu](mailto:goward@loyno.edu)<<mailto:goward@loyno.edu>>>  
>>> Subject: CS / HR transformation preliminary recommendations

>>>  
>>> Fr. Wildes,

>>>  
>>> 1. I would like to schedule meetings with each of the Commissioners in order to review and discuss these preliminary recommendations before I go on maternity leave. Ideally if I could start this week or next it would be great. Are you comfortable with me reaching out to them? Would you like to have these meetings at your office or would you rather I just have them separately and report back to you?

>>>  
>>> 2. Would you call me with any questions or concerns about the preliminary recommendations? Attached for your review and approval prior to the meeting with the Mayor Thursday at 2 p.m.:

- >>> · A brief presentation of issues and recommendations
- >>> · A 15 page report from PSG on preliminary recommendations

>>> 3. Could you have a conversation with Gilbert to make it clear to him, in a positive way, that all the rule changes need reviewed for legality before 10/1, in order for the Commission to meet its goal that the reform package is submitted by 10/15?

>>>  
>>> Thank you for spending so much time on this, and I apologize for all the needs this week as you just returned. Please let me know if there is anything I can do to assist you and make this easier.

>>>  
>>> Alexandra Tassiello Norton  
>>> Service and Innovation Manager  
>>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>>> [atnorton@nola.gov](mailto:atnorton@nola.gov)<<mailto:atnorton@nola.gov>>

>>>  
>>> <Preliminary Recommendations for DMs 08202012ak.pptx> <Memo - Civil Service HR Transformation 081712.docx>



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Cc:** [Gail Howard \(ghoward@loyno.edu\)](mailto:goward@loyno.edu)  
**Subject:** CS / HR transformation preliminary recommendations  
**Date:** Monday, August 20, 2012 4:33:00 PM

---

Fr. Wildes,

1. I would like to schedule meetings with each of the Commissioners in order to review and discuss these preliminary recommendations before I go on maternity leave. Ideally if I could start this week or next it would be great. Are you comfortable with me reaching out to them? Would you like to have these meetings at your office or would you rather I just have them separately and report back to you?
2. Would you call me with any questions or concerns about the preliminary recommendations? Attached for your review and approval prior to the meeting with the Mayor Thursday at 2 p.m.:
  - A brief presentation of issues and recommendations
  - A 15 page report from PSG on preliminary recommendations
3. Could you have a conversation with Gilbert to make it clear to him, in a positive way, that all the rule changes need reviewed for legality before 10/1, in order for the Commission to meet its goal that the reform package is submitted by 10/15?

Thank you for spending so much time on this, and I apologize for all the needs this week as you just returned. Please let me know if there is anything I can do to assist you and make this easier.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Employee Evaluation  
**Date:** Monday, August 20, 2012 10:15:00 AM

---

Are you free today anytime except 1-3?

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Sunday, August 19, 2012 9:56 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Employee Evaluation

lets talks sometime tomorrow?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, August 10, 2012 4:32 PM  
**To:** Kevin Wildes  
**Subject:** Employee Evaluation

Fr. Wildes,

Attached is a tool you could use for an evaluation of your top management. Here are some points I considered for this:

1. Evaluations with 1-5 scores are passé. The best minds now recommend Performance Management based around two pillars: (1) real dialogue and exchange with the employee that leads to better performance on their end and better management on your end and (2) objective measures of performance.
2. Best practice shows that Performance Management is not about the form being used, but the understanding and improvement that comes from effective feedback and discussion. Open ended questions are more effective than 1-5 type scoring for the feedback and self-assessment portions of the performance review process.
3. Objective measures of performance should also be used. The difficulty for your Commission in using objective performance measures this year at this time is that you likely haven't set specific measurements with your Department Head's participation, such as: ensure hiring takes 60 days on average or provide decisions about personnel actions to departments within 30 days or less. If you would like to set those measurements for next year, I can help. In the meantime, I used the mission and the initiatives for 2011 that your department director committed to. Therefore, it's fair for you all to evaluate her performance against those objective goals. I attached the 2011 Business Plan that makes these commitments.
4. The best evaluation of performance comes from customers, if you have them. The Civil Service department has many customers: department managers, employees and citizens. Actually, this is probably too many customers, which is why we see they aren't doing well in

fulfilling everyone's expectations. Normally you should have regular annual surveys of all your customers. I'd like to talk more with you about this – but for this year only, I recommend having 3 meetings with depts. who are customers of the Civil Service department to hear feedback on how the Civil Service Department is performing. The Department Director is responsible for the performance of the Department – the buck stops there, so that gives you external feedback about the employee's performance.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** Update and next week  
**Date:** Friday, August 17, 2012 4:11:00 PM

---

Hi Fr. Wildes,

I'm around all weekend if you'd like to give me a call on this.

We are scheduling a meeting with the Mayor and PSG to do a quick update and confirm our schedule for submitting these Civil Service and HR reforms. **Are you available to meet with us + the Mayor Wednesday, August 22 at 11:15 a.m. for about 45 minutes?**

**Two other quick questions:**

1. We're ready to begin briefing the Commissioners on the reform package, should I start scheduling those with you, me and each commissioner, coordinating with Gail?
2. How do I get the Mayor on the Agenda for the October 15<sup>th</sup> meeting? He'll need 20 minutes I think and he needs it to be in the afternoon because that morning he is presenting to the Council the City's budget. We can have speakers lined up as well.

Schedule for September, October and November:

1. Meet with Commissioners individually at the end of this month/first week of Sept to get your thoughts on the specific reforms
2. Mayor will bring the reform package 10/15 to the Commission meeting (we need to have this in the afternoon - who do I talk with to get on the agenda and to make sure it's in the afternoon?)
3. Target a vote from the Commission at the 11/19 meeting, if it has to slip, slip to the Dec meeting.

Thank you!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Confidential  
**Date:** Thursday, August 09, 2012 6:10:00 PM  
**Sensitivity:** Confidential

---

Fr. Wildes,

I'm sorry, I will send you the evaluation tool tomorrow.

I'm waiting on some data to pick the 3 depts that use Civil Service dept's services the most in a variety of ways. I think one of the most effective ways to measure a dept head's performance is to survey or focus group the other departments who rely on the dept being evaluated. So if NOPD, Parkways and NORD, for example, are very happy with the services they get from the Civil Service dept, then we know the dept is meeting its mission well. There's more, I'll email you tomorrow!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, August 07, 2012 2:18 PM  
**To:** Alexandra T. Norton  
**Subject:** Confidential  
**Sensitivity:** Confidential

Alexandra

do you know of any good tools out there that would help the Commission do an evaluation of Lisa?  
It seems to me that with all the talk about evaluation that the Commission should lead by example.

thoughts?

---

**CONFIDENTIALITY NOTICE:** This email message is for the sole use of the intended recipient(s) and may contain confidential information. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: ?  
**Date:** Thursday, August 09, 2012 6:07:00 PM

---

Yes, we plan to:

1. meet with everyone individually at the end of this month/first week of Sept to get your thoughts on the specific reforms
2. Mayor will bring the reform package 10/15 to the commission meeting (we need to have this in the afternoon - who do I talk with to get on the agenda and to make sure it's in the afternoon?)
3. Target a vote from the Commission at the 11/19 meeting, if it has to slip, slip to the Dec meeting.

Does this all sound possible? We briefed the commissioners on this type of schedule in the first round of meetings we had.

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
Sent: Wednesday, August 08, 2012 3:29 PM  
To: Alexandra T. Norton  
Subject: ?

Do we have a time table on when (more or less) you all will be bringing reform measures to the Commission this year?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Confidential  
**Date:** Tuesday, August 07, 2012 5:38:00 PM  
**Sensitivity:** Confidential

---

It's great for CS to lead by example. Let me do a little research and send something useful back to you by Thursday?

Also, next year, we will have a performance management position in HR who will be responsible for working with department heads (and in your case Commissioners) to develop robust and objective performance goals for all work units in a department.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, August 07, 2012 2:18 PM  
**To:** Alexandra T. Norton  
**Subject:** Confidential  
**Sensitivity:** Confidential

Alexandra

do you know of any good tools out there that would help the Commission do an evaluation of Lisa? It seems to me that with all the talk about evaluation that the Commission should lead by example.

thoughts?

---

**CONFIDENTIALITY NOTICE:** This email message is for the sole use of the intended recipient(s) and may contain confidential information. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Information regarding the Budget for the Appeals Process  
**Date:** Monday, August 06, 2012 10:47:00 AM

---

Of course, I'll make sure they send it electronically too.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, August 06, 2012 10:47 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I will

if he could send it electronically, that would be great as I am still in NJ

I'll be back Sunday...

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, August 06, 2012 10:22 AM  
**To:** Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

When I spoke to Andy on Friday he again said the funding for the hearings would be restored, in addition we'll cover NeoGov each year.

I just asked Joyce and Andy again when the letter would be sent to you. Hopefully soon. I will give you an update as soon as I know. I'll also check again on Wednesday if I don't hear back from Joyce or Andy.

In the meantime, of course feel free to reach out to Andy directly if you think that would help.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, August 06, 2012 10:10 AM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Information regarding the Budget for the Appeals Process

Do we know where this stands?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

Begin forwarded message:

**From:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Date:** August 6, 2012 10:30:43 AM EDT  
**To:** ""Kevin Wildes"" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>



**Cc:** "'Dana Douglas'" <dmdouglas@liskow.com>, "'Amy Glovinsky'" <aglovinsky@yahoo.com>, "'Debra Neveu'" <dneveu@dillard.edu>, "'Joseph S. Clark'" <jclark@neworleanspubliclibrary.org>  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Father Wildes:

I just received a call from Jay Ginsberg asking if he should continue with hearings. Based upon your last email regarding your discussion with Mr. Kopplin, I am inclined to tell him to continue with them. Please let me know if you agree.

Thanks,

*Lisa M. Hudson*  
Personnel Director  
Civil Service Department  
City of New Orleans  
(504) 658-3504

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:42 PM  
**To:** 'Kevin Wildes'; Lisa M. Hudson; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Thanks Kevin!

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 1:40 PM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I was told by Andy Kopplin that there would be supplement for Jay's budget.

I will email, and cc everyone, to be sure this is communicated and acted upon asap

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 1:35 PM  
**To:** Kevin Wildes; 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Kevin:

We learned at today's meeting that Jay's budget is currently exhausted. The budget of the court reporters is also either close to being exhausted or completely exhausted. Jay asked for our direction as to whether to continue hearing appeals or to delay all hearings until January. You may remember that he continued hearing last year despite exhausting the budget before the end of the year and was reimbursed in January. That is part of the reason we are in the position we are in now. We need to decide whether to do the same (which will cause another shortfall next year) or to just delay the hearings which I am sure is going to get some attention from the employees and from the administration—although perhaps that will press upon everyone the urgency of the situation we are facing. Jay will continue to do hearings until Friday but would like some direction from us going forward. Currently, there are hearings scheduled through October.

Should we have a brief meeting upon your return to discuss? If so, we would still need to decide what to do in the interim and until we are able to meet.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Monday, July 30, 2012 8:37 AM  
**To:** Dana Douglas; Lisa M. Hudson; Amy Glovinsky; Debra Neveu; Joseph S. Clark

**Subject:** RE: Information regarding the Budget for the Appeals Process

there was a first response, shortly after I sent the letter to the CAO and it basically was "let me look into this".

That was the last I heard. I reached out again this AM

kw,sj

---

**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 7:35 AM  
**To:** 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'; Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I know we sent out a letter regarding our general budget concerns? Did we send a notification to the CAO that our hearing officer's budget would be exhausted by the end of this month as well? Has there been any response to that?

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Wednesday, June 27, 2012 4:24 PM  
**To:** Amy Glovinsky; Dana Douglas; Debra Neveu; Joseph S. Clark; Rev. Kevin Wildes  
**Subject:** Information regarding the Budget for the Appeals Process

Dear Commissioners:

Jay Ginsberg has informed me that he believes that his contract will be exhausted by the end of July. Based upon our analysis, he is correct. In addition, we may need further funding for our court reporters as well. Please see the chart below:

Contractor	Intended 2012 Contract Amount	2012 Contract Amount after "Holdback" Reduction	Amount Expended Through June 2012	Current Balance left on contract	On track to spend based on current spending *	Difference or Amount Needed for rest of 2012 *
Gilbert Buras (Counsel)	33,000	25,500	13,808	11,692	26,616	1,116
Jay Ginsburg (Hearing Officer)	46,000	30,000	23,463	6,537	46,926	16,926
Associated Reporters	10,000	7,700	4,534	3,166	9,068	1,368
Superior	14,500	11,200	9,581	1,169	19,162	7,962
Totals:	103,500	74,400	51,386	22,564	101,772	27,372

\*Note that these are very rough estimates and the need for additional funding could increase depending on the number of hearings, legal analysis needed, unexpected lawsuits, etc...

\*Please also note that in some instances funds from this year's budget were used to pay cost overruns from last year's budget.

Other Budget Concerns:

- We have received an invoice for payment for the NEOGOV Applicant tracking system. We did not receive funding in our budget for the amount necessary to make the payment.
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are in discussions with the Police Department about closing the exam and we may need to close other exams as well due to limited staffing levels in Recruitment.

As background information, I have attached prior memorandums which explain our anticipated budget concerns for 2012.

I will prepare a memorandum to Andy Kopplin to request additional funding for our appeals process, the NEOGOV applicant tracking system and funding for recent vacancy in the Recruitment Division.

Also, please note that I am scheduled to be out of the office next week, so please feel free to contact Robert Hagmann at 658-3520 if you have any questions or concerns regarding our budget.

*Lisa M. Hudson*

Personnel Director

Civil Service Department

City of New Orleans

(504) 658-3504

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Information regarding the Budget for the Appeals Process  
**Date:** Monday, August 06, 2012 10:22:00 AM

---

When I spoke to Andy on Friday he again said the funding for the hearings would be restored, in addition we'll cover NeoGov each year.

I just asked Joyce and Andy again when the letter would be sent to you. Hopefully soon. I will give you an update as soon as I know. I'll also check again on Wednesday if I don't hear back from Joyce or Andy.

In the meantime, of course feel free to reach out to Andy directly if you think that would help.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

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**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Monday, August 06, 2012 10:10 AM  
**To:** Alexandra T. Norton  
**Subject:** Fwd: Information regarding the Budget for the Appeals Process

Do we know where this stands?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

Begin forwarded message:

**From:** "Lisa M. Hudson" <[lmhudson@nola.gov](mailto:lmhudson@nola.gov)>  
**Date:** August 6, 2012 10:30:43 AM EDT  
**To:** "'Kevin Wildes'" <[wildesk@loyno.edu](mailto:wildesk@loyno.edu)>  
**Cc:** "'Dana Douglas'" <[dmdouglas@liskow.com](mailto:dmdouglas@liskow.com)>, "'Amy Glovinsky'" <[aglovinsky@yahoo.com](mailto:aglovinsky@yahoo.com)>, "'Debra Neveu'" <[dneveu@dillard.edu](mailto:dneveu@dillard.edu)>, "'Joseph S. Clark'" <[jclark@neworleanspubliclibrary.org](mailto:jclark@neworleanspubliclibrary.org)>  
**Subject:** RE: Information regarding the Budget for the Appeals Process

Father Wildes:

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Thanks,

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Personnel Director  
Civil Service Department  
City of New Orleans  
(504) 658-3504

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**Sent:** Monday, July 30, 2012 1:42 PM  
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Thanks Kevin!

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I was told by Andy Kopplin that there would be supplement for Jay's budget.

I will email, and cc everyone, to be sure this is communicated and acted upon asap

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That was the last I heard. I reached out again this AM

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**From:** Dana Douglas [<mailto:dmdouglas@liskow.com>]  
**Sent:** Monday, July 30, 2012 7:35 AM  
**To:** 'Lisa M. Hudson'; 'Amy Glovinsky'; 'Debra Neveu'; 'Joseph S. Clark'; Kevin Wildes  
**Subject:** RE: Information regarding the Budget for the Appeals Process

I know we sent out a letter regarding our general budget concerns? Did we send a notification to the CAO that our hearing officer's budget would be exhausted by the end of this month as well? Has there been any response to that?

---

**From:** Lisa M. Hudson [<mailto:lmhudson@nola.gov>]  
**Sent:** Wednesday, June 27, 2012 4:24 PM  
**To:** Amy Glovinsky; Dana Douglas; Debra Neveu; Joseph S. Clark; Rev. Kevin Wildes  
**Subject:** Information regarding the Budget for the Appeals Process

Dear Commissioners:

Jay Ginsberg has informed me that he believes that his contract will be exhausted by the end of July. Based upon our analysis, he is correct. In addition, we may need further funding for our court reporters as well. Please see the chart below:

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Also, please note that I am scheduled to be out of the office next week, so please feel free to contact Robert Hagmann at 658-3520 if you have any questions or concerns regarding our budget.

*Lisa M. Hudson*

Personnel Director  
Civil Service Department  
City of New Orleans  
(504) 658-3504

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: RE: RE:  
**Date:** Thursday, August 02, 2012 7:59:35 PM

---

Yes, but now he has a bunch of new Qs for me, so hopefully it doesn't change. I thought we had finally finalized it!

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Thursday, August 02, 2012 3:52 PM  
To: Alexandra T. Norton  
Subject: Re: RE: RE:

Thanks! Electronic?

kw,sj  
504-415-3698

Sent from my iPhone this email is considered confidential.

On Aug 2, 2012, at 4:34 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

> Oh! He's sending you a letter, hopefully today. If not, I'll make sure by tomorrow so you can just share that because it has good details.

>

> Alexandra Tassiello Norton

> Service and Innovation Manager

> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

> Desk 504-658-8452 | Mobile 504-237-5510 | Email atnorton@nola.gov

>

>

> -----Original Message-----

> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]

> Sent: Thursday, August 02, 2012 3:33 PM

> To: Alexandra T. Norton

> Subject: Re: RE:

>

> Thanks. And what should I say about the requests to Andy (budget etc)?

>

> kw,sj

> 504-415-3698

>

> Sent from my iPhone this email is considered confidential.

>

> On Aug 2, 2012, at 4:30 PM, "Alexandra T. Norton" <atnorton@nola.gov> wrote:

>

>> I sent this - did you not receive it?

>>

>> From: Alexandra T. Norton

>> Sent: Thursday, August 02, 2012 2:43 PM

>> To: 'Kevin Wildes'

>> Subject: coordination w/ Civil Service dept

>>

>> Fr. Wildes,

>>

>> I just wanted to let you know how we are engaging Lisa Hudson every step of the way.

>>  
>> \* For each area we are assessing (hiring, appeals, etc), we begin with an interview with Lisa and her staff. For hiring, there were so many sub-areas, such as testing, classifications and pay, recruitment, and registers/scoring/banding, that we met with Lisa and her staff at least 6 times.

>>  
>> \* Second, we come back to Lisa and her staff with our draft recommendations. She and her staff give their suggestions and concerns, and we incorporate those recommendations into the final draft report.

>>  
>> \* Once the survey of employees is complete, we can get back to Lisa with two final draft reports on Hiring and Appeals. We'll also be working at the same time with her on creating recommendations for Pay for Performance and Evaluations.

>>  
>> \* We won't always agree, it's expected that improvements could involve change that existing staff would not prefer. However, we are very open with each other about where we disagree. When we disagree, we always explain how we decided to stay at our conclusion.

>>  
>> Alexandra Tassiello Norton  
>> Service and Innovation Manager  
>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>> Alexandra Tassiello Norton  
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>> City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans,  
>> LA 70112 Desk 504-658-8452 | Mobile 504-237-5510 | Email  
>> atnorton@nola.gov

>>  
>> -----Original Message-----  
>> From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
>> Sent: Thursday, August 02, 2012 3:29 PM  
>> To: Alexandra T. Norton  
>> Subject:

>>  
>> Great to talk today. Don't forget to send me an email so I can follow up (and not say the wrong thing).

>>  
>> kw,sj  
>> 504-415-3698

>>  
>> Sent from my iPhone this email is considered confidential.

>>  
>>  
>  
>



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** coordination w/ Civil Service dept  
**Date:** Thursday, August 02, 2012 2:42:00 PM

---

Fr. Wildes,

I just wanted to let you know how we are engaging Lisa Hudson every step of the way.

- For each area we are assessing (hiring, appeals, etc), we begin with an interview with Lisa and her staff. For hiring, there were so many sub-areas, such as testing, classifications and pay, recruitment, and registers/scoring/banding, that we met with Lisa and her staff at least 6 times.
- Second, we come back to Lisa and her staff with our draft recommendations. She and her staff give their suggestions and concerns, and we incorporate those recommendations into the final draft report.
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- We won't always agree, it's expected that improvements could involve change that existing staff would not prefer. However, we are very open with each other about where we disagree. When we disagree, we always explain how we decided to stay at our conclusion.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#); [Edouard Quatrevaux](#)  
**Subject:** RE: Introduction  
**Date:** Friday, July 27, 2012 4:55:00 PM

---

Thank you so much. I know Mr. Quatrevaux pretty well, thankfully from working on the good side :) ....

It would be great to brief you the HR/CS transformation initiative, and this is timely since I have some questions that involve the OIG. I'm open next week anytime Wednesday - Friday. Otherwise, let me know if there are better dates/times for you. Thank you,

Alexandra Tassiello Norton  
Service and Innovation Manager  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

-----Original Message-----

From: Kevin Wildes [<mailto:wildesk@loyno.edu>]  
Sent: Friday, July 27, 2012 4:48 PM  
To: Alexandra T. Norton; Edouard Quatrevaux  
Subject: Introduction

Alexandra allow me to introduce you to Ed Quatrevaux the Inspector General he and I spoke today. He is interested in reviewing issues around Civil Service and HR. I told him he needed to speak with you. I'll let you two chat and get out of the way.

Sent from my iPhone

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012  
**Date:** Thursday, June 07, 2012 10:00:00 AM

---

Great! How's this?:

The purpose of the letter is to clearly express that the Commission expects to work with the Administration to make improvements to the Civil Service System so that employees and citizens be part of a system that rewards excellence, while preserving the protection from a spoils system that the Civil Service Commission provides. A copy of this letter should also go to Civil Service staff because it is vital that they understand they are expected to work openly and collaboratively with the Administration to recommend improvements. Our transformation efforts will not be successful if the Civil Service staff do not contribute their expertise, concerns, and alternative solutions while recommendations are being developed.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Thursday, June 07, 2012 9:29 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

got it...good eye!

I am going to get it out to each of the commissioners.

in 25 words or less, if asked, what's the purpose of the letter (what do we hope to accomplish)?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Thursday, June 07, 2012 8:55 AM  
**To:** Kevin Wildes  
**Subject:** Re: Ltr CSC to CAO - Request for partnership 06062012

Great! Just when you put it on letterhead, delete the extra period after the first sentence.

Thank you SO much Fr Wildes.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Wednesday, June 06, 2012 09:19 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Ltr CSC to CAO - Request for partnership 06062012

take a look at this (much the same, just a few changes)

I thought, once I have it, that I would circulate it to the other Commissioners (then I will insert an appropriate sentence)

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, June 06, 2012 4:28 PM  
**To:** Kevin Wildes  
**Subject:** Ltr CSC to CAO - Request for partnership 06062012

How about this attached letter, Fr. Wildes, since PSG only recently started and part of the purpose of this letter is to make the cooperative partnership official? I made the changes in Word's Track Changes mode, so let me know if you have any trouble seeing them.

Also, are you able to have all commissioners sign off, or would you have it come from you? Either is fine, though it would be a little better in particular for you to come from all of them.

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Ltr CSC to CAO - Request for partnership  
**Date:** Tuesday, June 05, 2012 8:31:27 AM

---

Sadly, not really. It's a little undefined at this point. I'm working with Andy to try to create an office under him called Office of Organizational Effectiveness that manages meaningful, personnel development, citywide policies, procedures, and processes, and continual business process improvement for departments. Organizational Effectiveness - something we could use!

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Monday, June 04, 2012 8:20 PM  
To: Alexandra T. Norton  
Subject: RE: Ltr CSC to CAO - Request for partnership

yes...but does your office have a title? (e.g., office of govern transformation)?

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Monday, June 04, 2012 10:49 AM  
To: Kevin Wildes  
Subject: RE: Ltr CSC to CAO - Request for partnership

Sorry, smart phone's automatic correct function. It should be "it's"

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Monday, June 04, 2012 10:00 AM  
To: Alexandra T. Norton  
Subject: RE: Ltr CSC to CAO - Request for partnership

"Ty"????

-----Original Message-----

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Monday, June 04, 2012 7:36 AM  
To: Kevin Wildes  
Subject: RE: Ltr CSC to CAO - Request for partnership

You could refer to the chief administrative office, since that's what we're under and Ty's the appropriate administrative unit to conduct this work for the administration.

---

From: Kevin Wildes [wildesk@loyno.edu]  
Sent: Saturday, June 02, 2012 10:49 PM  
To: Alexandra T. Norton  
Subject: RE: Ltr CSC to CAO - Request for partnership

Alexandra

I am doing some editing and writing on the letter to Andy

what is the 'title' if you will of your office?

From: Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
Sent: Wednesday, May 30, 2012 10:24 AM  
To: Kevin Wildes  
Subject: Ltr CSC to CAO - Request for partnership

Father Wildes,

Attached is the letter from the CSC seeking a cooperative effort from the administration to transform CS and HR.

I just watched the June 30, 2011 meeting on the bumping rule change and observed that the administration did not work out issues with the CS staff prior to proposing the rule changes and the CS staff used all of their experience and knowledge to publicly discredit the proposed rule changes. We do not want either of these things to happen in our transformation effort. We would like the CS staff to explain and work with us in detail on any issues they have with proposed improvements, so that we are not surprised and so that our recommendations can be the best possible, taking into account your staff's extensive knowledge and mission to prevent reversion to a spoils system.

You had mentioned having all Commissioners sign this letter, and I agree that is the best way. Could you review and see if it's still something you are interested in? Thank you!

From: [Alexandra T. Norton](mailto:Alexandra.T.Norton)  
 To: [Kevin Wildes](mailto:Kevin.Wildes)  
 Subject: RE: Message from 36BW-2  
 Date: Monday, April 30, 2012 1:24:00 PM

Yes, absolutely. The other commissioners do not recall having done this in years. It is possible that only the Chair did it in the past, less than 1 year ago. At any rate, if CS is following its own rules, Lisa should have done evals for her entire team by the end of Q1 and she should provide those to the commission at the commission's request. Just basic good management.

Alexandra Tassiello Norton  
 Service and Innovation Manager  
 City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

From: Kevin Wildes [mailto:wildesk@loyno.edu]  
 Sent: Monday, April 30, 2012 1:21 PM  
 To: Alexandra T. Norton  
 Subject: RE: Message from 36BW-2

Who would do her rating? Shouldn't the commission?

From: Alexandra T. Norton [mailto:atnorton@nola.gov]  
 Sent: Monday, April 30, 2012 1:17 PM  
 To: Kevin Wildes  
 Subject: RE: Message from 36BW-2

I can ask in our meetings the week of May 7<sup>th</sup>. But she will not share the results with me.

Even if this evaluation has been performed – it should have just been completed this quarter –, I believe Lisa should provide you with a summary of all staff ratings by name, including her own, at the next meeting if you make the request.

Alexandra Tassiello Norton  
 Service and Innovation Manager  
 City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

From: Kevin Wildes [mailto:wildesk@loyno.edu]  
 Sent: Monday, April 30, 2012 11:29 AM  
 To: Alexandra T. Norton  
 Subject: RE: Message from 36BW-2

Thanks...a related topic. Can you find out if Lisa has been evaluated by the Commission? If not, we should

From: Alexandra T. Norton [mailto:atnorton@nola.gov]  
 Sent: Monday, April 30, 2012 10:09 AM  
 To: Kevin Wildes  
 Subject: RE: Message from 36BW-2

Below are some of the rules I have compiled related to evaluations (last column) and the issue we should have with it, and the preliminary recommended changes. These will be further fleshed out as part of the work we do this year. But the last column explains that the Personnel Director of Civil Service develops the evaluations and is responsible for establishing a Uniform Service Rating System, due by all departments annually, I believe in March or April.

Source	Citation	Issue	Recommendation	Actual Rule Verbiage
Civil Service Rules	Rule XI Section 1.1	The service rating system is uniform for all positions and cannot be tailored to the specific job responsibilities.	Revise to read, "A service rating system for all organization units is established, which system shall include provisions for periodic rating of employees on the basis of performance. The service rating system shall consist of two parts. Part one shall be worth 25 percent of the final rating and shall be uniform for all organization units and shall measure the extent to which the employees exhibit shared common values and dedication to public service. Part two shall be worth 75 percent of the final rating and shall be developed jointly by the appointing authority, or the supervisor most familiar with the employee's work during the period rated, and the employee and shall measure performance specific to the employee position duties and responsibilities. The instructions and format shall be provided to appointing authorities on an official form. The service rating system developed by each appointing authority shall be subject to review by the Director to be in accordance with these Rules."	A uniform service rating system for all organization units is established, which system shall include provisions for periodic rating of employees on the basis of performance. The Director shall prescribe the form on which service ratings are to be made, and each organization unit shall use the form prescribed by the Director in accordance with these Rules and the instructions given on the official form and its accompanying manual.
Civil Service Rules	Rule XI Section 1.2	The current appointing authority cannot evaluate employees who have transferred from other organizational units in the last 90 days.	Delete, "However, if the employee has not worked for the current appointing authority for at least ninety (90) days during the rating period, the employee shall be rated by the appointing authority under whom the employee has most recently worked for at least ninety (90) days during the rating period. If the employee has not worked under any appointing authority for at least ninety (90) days, he shall be rated by the current appointing authority."	The service rating period July 1, 1982 - June 30, 1983 is extended by six months to December 31, 1983. As of January 1, 1984, and annually thereafter, the appointing authority of each organization unit shall have a service rating made of each regular (permanent) employee in that organization unit who has worked in the classified service during that rating period. However, if the employee has not worked for the current appointing authority for at least ninety (90) days during the rating period, the employee shall be rated by the appointing authority under whom the employee has most recently worked for at least ninety (90) days during the rating period. If the employee has not worked under any appointing authority for at least ninety (90) days, he shall be rated by the current appointing authority. Service ratings shall be made by the supervisor designated by the appointing authority as the individual most familiar with the employees work during the rating period. Such service ratings shall be prepared for all regular employees, including those currently serving in Emergency, Transient, Provisional or Probationary appointments. The service rating shall be discussed with the employee, and after such discussion the employee shall sign the rating, but this act of signing shall be evidence only of the fact that the rating has been submitted to the employee and discussed with the employee. Any refusal to sign shall be so noted on the official rating form. A rating made by the supervisor and signed by the employee shall then be reviewed by the appointing authority or the designated agent. The appointing authority or designate shall sign the rating as presented or as corrected and, when thus signed by the appointing authority or designate, the rating shall become effective as the official service rating of the employee for the period indicated thereon. Any modification by the appointing authority of the supervisor's rating of the employee shall be communicated to the employee and the supervisor.
Civil Service Rules	Rule XI Section 1.4	The ratings need to be developed from weighted averages of Part 1 and 2.	Revise to "The complete service rating system developed by the appointing authority and the employee shall produce a weighted average of one of five possible service ratings for each employee. The service ratings are: "Outstanding", "Exceeds Requirements", "Competent", Needs Improvement, and "Unsatisfactory"."	There shall be five possible service ratings, one of which shall be used in rating each employee. The service ratings are: "Outstanding", "Exceeds Requirements", "Competent", Needs Improvement, and "Unsatisfactory".
Civil Service Rules	Rule XI Section	Appeals period is too long to take effective personnel action.	Reduce the time periods to 15 days and 15 days. Specify how to structure the appellate	Only those employees who receive an overall rating of "Unsatisfactory" or "Needs Improvement" shall have a right of appeal to a service rating appellate board consisting

	1.5		board to include managers and individuals trained in performance evaluation, in addition to employee subject matter experts.	of three members which the appointing authority shall designate to hear such appeal. The appointing authority shall notify an employee, in writing, of an overall "Unsatisfactory" or Needs Improvement rating and shall inform the employee, in writing, of the employee's right to appeal the rating. Within thirty (30) days after receiving official notice of the Unsatisfactory or "Needs Improvement" rating, an appeal, if desired, must be made in writing by the employee, specifying what the rating should be and the reasons therefore. Within thirty (30) days after the filing of such appeal, the appellate board shall hear the appeal, have prepared an official transcribed or taped record of the proceedings, render a written decision either sustaining or modifying the rating which has been appealed and forward a copy to the employee and to the Personnel Director.
Civil Service Rules	Rule XI Section 1.6	Appeals period is too long to take effective personnel action.	Reduce the time period to 10 days.	After a final written decision of the appointing authority has been rendered, an employee whose overall rating remains "Unsatisfactory" or "Needs Improvement" may appeal to the Personnel Director for a further review of the service rating. The appeal to the Personnel Director shall be based solely on the official record established at the hearing of the appeal before the appellate board. A written appeal to the Personnel Director must be filed by the employee within thirty (30) days of the effective date of the decision of the appellate board. After review, a written notice of the final decision of the Personnel Director shall be provided to the employee and to the appointing authority.
Civil Service Rules	Rule XI Section 1.7	A period to correct one's performance is expected. We need to depoliticize the decision to terminate employees continuing to receive an unsatisfactory rating.	Add, "The appointing authority shall be required to terminate every employee who received a rating of "Unsatisfactory" whose performance has not improved after the ninety (90) day period."	Once the "Unsatisfactory" or "Needs Improvement" rating has been determined to be final, the work performance of an employee who received the "Unsatisfactory" or "Needs Improvement" rating shall be reviewed by the appointing authority for a period of ninety (90) days. At the conclusion of this review period, the appointing authority must state in writing to the employee and to the Personnel Director whether or not the employee's work performance has improved. If, upon review, the work performance has not improved, the appointing authority shall take appropriate disciplinary action under the provisions of Rule IX.
Civil Service Rules	Rule XI Section 1.8	Personnel Director may overturn all ratings for any reason.	Delete this section.	The Director may investigate the accuracy of reports of ratings under the system adopted, and may adjust the ratings to conform to the facts as ascertained.

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
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 Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Friday, April 27, 2012 9:50 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Message from 36BW-2

do the rules say who authors the evaluation and how it should be done? this one is terrible. but, my question is how do we change it?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

Alexandra Tassiello Norton  
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---

**From:** Lamar M. Gardere  
**Sent:** Monday, March 05, 2012 3:55 PM  
**To:** Alexandra T. Norton  
**Subject:** FW: Message from 36BW-2

Here is a scanned version of the Civil Service document. Let me know if it is clear enough for you...it's not the best scan ever.  
 Thanks,

Lamar – QA/QC | 504.658.7639 (o)

---

**From:** [ltcopier@nola.gov](mailto:ltcopier@nola.gov) [<mailto:ltcopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2



**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Message from 36BW-2  
**Date:** Monday, April 30, 2012 10:01:00 AM

---

We planned for the Chief to give the background on the NOPD evaluation reform and then to walk through the ppt details of the plan to see if they had any specific concerns. Is there anything else you would like to add?

Meeting with Amy went great, she gave us some good ideas and feedback. I'll compile everything and share with you and the Chief at the end.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Sunday, April 29, 2012 11:09 AM  
**To:** Alexandra T. Norton  
**Subject:** RE: Message from 36BW-2

Alexandra

looking at the week ahead, what are we doing with our meetings with joe clark and Deborah?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

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Thanks,

**Lamar** – QA/QC | 504.658.7639 (o)

**From:** [itocopier@nola.gov](mailto:itocopier@nola.gov) [<mailto:itocopier@nola.gov>]

**Sent:** Monday, March 05, 2012 10:52 AM

**To:** Lamar M. Gardere

**Subject:** Message from 36BW-2

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: Message from 36BW-2  
**Date:** Friday, April 27, 2012 2:31:00 PM

---

Yes! Hopefully we're going to change the rules to require managers to make evaluations relevant to the employees, and to actually have the results produce positive and consequential outcomes for employees.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, April 27, 2012 2:01 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Message from 36BW-2

This is a terrible form!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Friday, April 27, 2012 10:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Message from 36BW-2

Fr. Wildes,

Attached is the scantron that Civil Service set up for the entire City to use as performance evaluations. The CS rules require each department to perform these rules at least once per year, to be completed by the end of March or April. So Lisa should have these for 2012 completed for her department already.

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Thanks,

**Lamar** – QA/QC | 504.658.7639 (o)

**From:** [iticopier@nola.gov](mailto:iticopier@nola.gov) [<mailto:iticopier@nola.gov>]  
**Sent:** Monday, March 05, 2012 10:52 AM  
**To:** Lamar M. Gardere  
**Subject:** Message from 36BW-2

**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation  
**Date:** Thursday, April 26, 2012 1:08:00 PM

---

They just approved it at 1:05!

Thank you!

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Thursday, April 26, 2012 1:07 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

I told her to sign it this AM and she agreed.

I'd check with her this afternoon, lest it get put in the mail, sent by courier via asia..

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Thursday, April 26, 2012 1:04 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes,

Just checking in to see if this has been resolved yet and to remind you. I know you are busy! This CEA getting signed in time is very important. We've already missed this week's opportunity, hopefully we can meet next week's if we get it out of CS review.

**Alexandra Tassiello Norton**  
*Service and Innovation Manager*  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 2:28 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi...call me

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, April 25, 2012 2:27 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes,

Lisa Hudson and Germaine Bartholomew still haven't signed off on the CEA. Do you mind asking that she do this today? Thank you!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Monday, April 23, 2012 1:52 PM

**To:** Alexandra T. Norton

**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Got it

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Monday, April 23, 2012 1:51 PM

**To:** Kevin Wildes

**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

She signs off on all contracts just to make it easier – they won a supreme court case to be able to view all professional services contracts prior to mayoral signature – the case brief is attached if you are curious. Usually they approve all contracts in 1-2 days, but last time and this time on this draft CEA they haven't approved it. She brought it to you last time and that was the same time we decided to cancel that CEA. But now we need her to approve asap.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Monday, April 23, 2012 1:03 PM

**To:** Alexandra T. Norton

**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Sure

Why does she even need to sign off?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Monday, April 23, 2012 12:53 PM

**To:** Kevin Wildes

**Subject:** approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes!

Could you let Lisa Hudson know to promptly approve the CEA for BCM serve as the fiscal agent for the CS/HR transformation initiative that is routing City Hall for approval? We are waiting for her sign off in our electronic system. I'm worried if they wait until their next meeting with you to seek approval that we will miss our target to have it signed this week, and a vote of or a meeting with the Commission if not necessary for this CEA to get CS staff sign off.

As part of the normal review process, Civil Service staff review all professional service contracts for the sole purpose: to ensure there is no risk of professional services taking jobs that should be a city function provided by Civil Servants. An example would be that we must show Civil Service a professional service contract to outsource the operation of NORDC to a company, for example. Civil Service staff would need to view every professional services contract before the Mayor signs them to identify any potential risk of something like that NORDC example happening.

The Civil Service staff should approve this CEA without a vote or direction from the Civil Service Commission. The LA supreme court said they can only reject a contract if (1) civil servants would be displaced and (2) they would be displaced not for efficiency, but politically motivated reasons.

Please call me if you have any questions on this, but if not, I'd appreciate your help getting the contract through the staff approval step. Thank you!

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

**From:** [Alexandra T. Norton](mailto:Alexandra.T.Norton)  
**To:** [Kevin Wildes](mailto:Kevin.Wildes)  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation  
**Date:** Thursday, April 26, 2012 1:04:00 PM

---

Hi Fr. Wildes,

Just checking in to see if this has been resolved yet and to remind you. I know you are busy! This CEA getting signed in time is very important. We've already missed this week's opportunity, hopefully we can meet next week's if we get it out of CS review.

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*Service and Innovation Manager*

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**Sent:** Monday, April 23, 2012 1:52 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

Got it

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**Sent:** Monday, April 23, 2012 1:51 PM  
**To:** Kevin Wildes  
**Subject:** RE: approval of BCM CEA with City for CS & HR transformation



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**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Monday, April 23, 2012 1:03 PM

**To:** Alexandra T. Norton

**Subject:** RE: approval of BCM CEA with City for CS & HR transformation

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**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]

**Sent:** Monday, April 23, 2012 12:53 PM

**To:** Kevin Wildes

**Subject:** approval of BCM CEA with City for CS & HR transformation

Hi Fr. Wildes!

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE:  
**Date:** Tuesday, April 24, 2012 1:39:00 PM

---

No, I haven't spoken to him. Should I brief him on the plan?

I have also secured outside counsel – but not David Marcello – to help us with the final language of the proposed rule changes. He was executive counsel to Gov. Foster and Blanco so he has a great deal of experience with drafting public legislation and is well respected here – Terry Ryder.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]

**Sent:** Tuesday, April 24, 2012 1:30 PM

**To:** Alexandra T. Norton

**Subject:**

Alex

Have you had a chance to talk with Gilbert Buras yet? He is the Atty for Civil Service Commission.

I think it would be good to get him into the conversation....

---

**CONFIDENTIALITY NOTICE:** This email message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential information. If you would like to share the information in the message please contact the author. If you are not the intended recipient, please contact the sender by reply email and delete the message.

**From:** [Alexandra T. Norton](mailto:atnorton@nola.gov)  
**To:** [Kevin Wildes](mailto:wildes@loyno.edu)  
**Subject:** RE: Copy of Strategic Plan  
**Date:** Wednesday, March 28, 2012 1:05:00 PM

---

Meetings with Amy and Dana went great. We're scheduled to meet at your office at 10 a.m. Friday with Debra.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

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Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [mailto:wildes@loyno.edu]  
**Sent:** Wednesday, March 28, 2012 12:30 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: Copy of Strategic Plan

Alexandra

Just checking in before our meeting. Did you have a chance to talk with Amy and Dana?

Are we meeting with Debra Friday?

---

**From:** Alexandra T. Norton [mailto:atnorton@nola.gov]  
**Sent:** Wednesday, March 21, 2012 11:14 AM  
**To:** Kevin Wildes  
**Subject:** FW: Copy of Strategic Plan

Fr. Wildes,

I'm not sure if you have seen this – it is Lisa Hudson's draft strategic plan for civil service improvements. It agrees with the transformation effort. I think the major differences are we would like to move quicker on decentralizing hiring and not have training provided directly by Civil Service.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

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**From:** [Alexandra T. Norton](#)  
**To:** [Kevin Wildes](#)  
**Subject:** RE: City Organizational Transformation  
**Date:** Tuesday, December 06, 2011 1:10:00 PM

---

! I doubt it. Anyone who would take the civil service post to make the City better is impressive beyond all expectation...

I need to get your ideas on what our goals should be – both big and detailed. I like the way you think by going back and questioning everything – if state law requires civil service for cities over 400K, and we are no longer over 400K, do we need to have civil service? And if the City Charter states we do need to have a civil service, what is its purpose and is it achieving that end? Should the charter be changed or does it allow for the goals to be met effectively? Etc ....

If you can help lay out what the ideal end is and what you think the commission would agree with, I can do the research and the detailed work to identify and remove obstacles and to establish better systems.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, December 06, 2011 12:53 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

That worries me. I usually don't live up to the expectations!

Take care!

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Tuesday, December 06, 2011 12:31 PM  
**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

Yes! Thank you. I'll be at your office Wednesday 12/14 at 2 p.m.  
I'm excited to meet you in person.

**Alexandra Tassiello Norton**

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]

**Sent:** Tuesday, December 06, 2011 12:28 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

Did you get with Gail and on my calendar?

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Wednesday, November 30, 2011 2:02 PM  
**To:** Kevin Wildes  
**Subject:** RE: City Organizational Transformation

Sure, it's 658-7707

Conference ID: 253926

Conference Password: 4292

Alexandra Tassiello Norton  
*Service and Innovation Manager*  
Information Technology & Innovation  
City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112  
Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, November 30, 2011 1:54 PM  
**To:** Alexandra T. Norton  
**Subject:** RE: City Organizational Transformation

Alexandra

What is the call in information for this

---

**From:** Alexandra T. Norton [<mailto:atnorton@nola.gov>]  
**Sent:** Monday, November 28, 2011 2:06 PM  
**To:** Kevin Wildes  
**Subject:** City Organizational Transformation

Fr. Wildes,

I have been working on organizational reform with Andy and Allen for about one month. We have some ideas on where to start, but we need your thoughts on these.

**Five goals that will help us achieve a more positive and effective working environment:**

- 1) Create a positive culture that respects, values and invests in employees and provides consequences for both positive and poor performance.
- 2) Transform Civil Service into a lean oversight agency. Civil Service should not be a transactional unit with HR functions.
- 3) Consolidate HR from departments to the CAO. HR should work closely with Civil Service to ensure proper third party oversight of hiring, promotions, corrective actions, and termination by department directors.
- 4) Give authority and responsibility to department directors to select candidates, set salaries, evaluate, train, and terminate.

- 5) Reorganize City government to match staffing structure to delivery of services.

It is useful for us to break these goals apart in to projects, and then into tasks with responsible persons and deadlines.

**We have four defined projects to help us achieve these goals:**

- 1) Reorganize around the most important services we provide to citizens
- 2) Shared Services – Centralize HR and Civil Service, centralize other back office functions such as finance and procurement
- 3) HR & Civil Service Transformation Committee – Established as a result of PSG retreat last year, provides the internal political platform into Civil Service and HR staff. See below for more detail.
- 4) Span of Control – Decrease ratios of supervisors to staff (1:9 is approximate goal, depends on type of work)

The attached excel spreadsheet lists all the tasks associated with these projects. Those highlighted in blue or green need a high level of Civil Service Commission participation. Those highlighted in green or yellow are high level strategic efforts that we believe PSG could be useful in assisting with. I think the immediate focus for CSC is on tasks 13-17, there is more detail on these tasks in this email below.

**Background on the HR & Civil Service Transformation Committee**

The HR & Civil Service Transformation Committee formed last year was chaired by existing HR staff and is comprised of staff from Civil Service and HR. Progress was made on developing an employee handbook, but no transformations resulted. The Administration led its first Civil Service reform efforts with elimination of the bumping rule which was deferred. In early November 2011, Deputy Mayor Michelle Thomas assumed leadership of the transformation committee. We shifted the focus to using Civil Service Reform as a means to an end, with the end being the organization and HR system that we need to have to be effective.

DM Thomas selected seven of the initiatives Civil Service put forth as reform efforts in August 2010. For each initiative, we need to:

- Clearly define end what success is for each goal
- Redesign processes to allow this
- Redefine responsibilities of staff to allow this
- Revise forms and technology limitations to allow this
- Amend civil service rules to allow this
- Develop specific implementation plan

**Initiatives:**

1. Speed hiring (Streamline hiring process) [Recruitment Committee] [Task 13]
  - Reduce length of time from job posting to start day to average 30 days
  - Push work to consolidated HR
  - Push decision making to Department Directors
2. Allow department Directors hiring, promotion, and salary setting authority [Recruitment

Committee] [Task 14]

- Push work to consolidated HR
- Push decision making to Department Directors
- Set salaries based on job requirements and corresponding candidate attributes, in line with a broad pay plan. But allow directors flexibility to change salary within a range to meet market needs/adjust for additional candidate skills

Phases: Phase 1 - Select pilot department, Phase 2 - Implement citywide, Phase 3 - Turn civil service into a consultancy

3. Develop pay for performance [Compensation Committee] [Task 15]

- Establish tools for evaluating departmental performance
- Outline process for awarding performance bonus
- Market pay for performance to departments
- Ensure bonus pay is protected in annual budgets

4. Review and consolidate position classifications [Organizational Effectiveness] [Task 16]

- Reduce the classifications from hundreds to dozens
- Ensure plan for updating new payroll system to accommodate
- Set broad pay bands

5. Performance evaluations in-line with organization goals [Compensation Committee] [Task 17]

- Set schedule for performance evaluations
- Establish process to tie performance evaluations to pay increases and terminations

6. Training [Organizational Effectiveness]

- Set a training schedule and curriculum
- Establish a training budget

7. Create HR Handbook [Policy Committee]

For reorg, sometime this year we will also need to address the following:

- remove bumping (we should group this with pay for performance roll out to set better chance of acceptance)
- streamline Civil Service firing process (needed by mid-late 2012)

I will follow up with Gail to set our next call. Please email/call with any questions at all.  
Thank you,

Alexandra Tassiello Norton

*Service and Innovation Manager*

Information Technology & Innovation

City of New Orleans | 1300 Perdido Street | Suite BE10 | New Orleans, LA 70112

Desk 504-658-8452 | Mobile 504-237-5510 | Email [atnorton@nola.gov](mailto:atnorton@nola.gov)



**From:** [Michael G. Sherman](#)  
**To:** [Andrew D. Kopplin](#); [Michael G. Sherman](#); [Emily S. Arata](#)  
**Subject:** RE: [Fwd: Nominees City Civil Service Commission]  
**Date:** Wednesday, March 20, 2013 1:06:31 PM

---

Got it.

-----Original Message-----

From: Andrew D. Kopplin  
Sent: Wednesday, March 20, 2013 1:03 PM  
To: Michael G. Sherman; Emily S. Arata  
Subject: FW: [Fwd: Nominees City Civil Service Commission]

Fyi. Dr. Francis's nominees were submitted on March 15.

-----Original Message-----

From: Dr. Norman C. Francis [<mailto:nfrancis@xula.edu>]  
Sent: Wednesday, March 20, 2013 11:50 AM  
To: Andrew D. Kopplin  
Cc: [pres@loyno.edu](mailto:pres@loyno.edu); [bergeron@loyno.edu](mailto:bergeron@loyno.edu)  
Subject: [Fwd: Nominees City Civil Service Commission]

Dear Andy,

Father Kevin Wildes of Loyola asked me to forward Xavier's Civil Service nominees to you ASAP.

See the attached documents.

Call if you have questions.

Kay

Karen Watkins  
for  
Dr. Norman C. Francis  
President  
Xavier University of LA  
1 Drexel Drive  
New Orleans, LA 70125  
(504) 520-7541

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** Civil Service  
**Date:** Thursday, August 16, 2012 12:37:38 AM

---

Mike

Amy Glovinsky suggested Coleman Ridley as a possible commissioner

He is with Jones, Walker and African American. [www.joneswalker.com](http://www.joneswalker.com).

Thought I would pass along

---

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**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** RE: Commission Reports for 04-2012  
**Date:** Wednesday, April 25, 2012 6:05:36 PM

---

lol...no problem...just thought I was losing my mind

---

**From:** Michael G. Sherman [<mailto:mgsherman@nola.gov>]  
**Sent:** Wednesday, April 25, 2012 5:36 PM  
**To:** Kevin Wildes  
**Subject:** RE: Commission Reports for 04-2012

I will again attempt to fix. Sorry about this.

--Mike

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 4:28 PM  
**To:** Michael G. Sherman  
**Subject:** FW: Commission Reports for 04-2012

Mike

See below, fyi

---

**From:** Nancy Stoltz [<mailto:nancys@nopb.com>]  
**Sent:** Wednesday, April 25, 2012 3:49 PM  
**To:** Kevin Wildes  
**Subject:** RE: Commission Reports for 04-2012

Well Marissa with the City did ask me if I received a resignation letter from you and I told her that I had not.

I only received one from Commissioner Hughes when she resigned last June and Commissioner Cowen after his committee had completed what they were tasked to do.

Nancy

*Nancy T. Stoltz  
Secretary, Public Belt Railroad Commission,  
Executive Secretary,  
Manager, Purchasing  
(504) 896-7410*

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 3:47 PM  
**To:** Nancy Stoltz  
**Subject:** RE: Commission Reports for 04-2012

Nancy

I was told by the Mike Sherman that we have been replaced

---

**From:** Nancy Stoltz [<mailto:nancys@nopb.com>]

**Sent:** Wednesday, April 25, 2012 3:38 PM

**To:** MADLYN MICHAEL BAGNERIS; [sbarthelemy@hriproperties.com](mailto:sbarthelemy@hriproperties.com); [alvajeanchase@yahoo.com](mailto:alvajeanchase@yahoo.com); [ycola@firstnbcbank.com](mailto:ycola@firstnbcbank.com); [kcrier@ila3000.org](mailto:kcrier@ila3000.org); Eneid A. Francis; Ruthie Frierson; Tricia Jones; [hpierson@bellsouth.net](mailto:hpierson@bellsouth.net); Daniela Rivero; [david.schulinkamp@mbx.com](mailto:david.schulinkamp@mbx.com); Poco Sloss; Kyle Wedberg; Kevin Wildes

**Cc:** John Morrow; Rachel Zimmerle; Tom Lobello; Mike Dumas; David Scoggin; Kim Craft; MGM\_Debbie\_Tardo

**Subject:** RE: Commission Reports for 04-2012

### Agenda April Meeting

*Nancy T. Stoltz  
Secretary, Public Belt Railroad Commission,  
Executive Secretary,  
Manager, Purchasing  
(504) 896-7410*

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** RE:  
**Date:** Friday, December 16, 2011 7:47:18 PM

---

it really is amazing...it is a tangled ball of yarn

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Friday, December 16, 2011 5:12 PM  
**To:** Kevin Wildes; Andrew D. Kopplin  
**Subject:** RE:

Yeah; thanks. We've met w/ Professors Schneider and Marcello. It's a great site! The next version of our City web site will be launched sometime early next year will have a somewhat similar page.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, December 16, 2011 4:43 PM  
**To:** Michael G. Sherman; Andrew D. Kopplin  
**Subject:**

Mike

I am sure you have seen this. But if not, it may be a helpful websight for you on Boards and Commissions

<http://nolasatellitegovernment.tulane.edu>

---

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**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** Call  
**Date:** Friday, November 18, 2011 2:00:43 PM

---

Mike

How ate you? Could we chat on the phone some time in the next few days re Civil service?

KW,SJ

P: 504-865-3847

Sent from my iPhone this email is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** ?  
**Date:** Thursday, October 13, 2011 9:24:47 AM

---

Ok. I still want to chat with you about civil service.

But...I need you to point me in the right direction on something else.

There is a city parking lot on Freret and Jena. The Farmers' Market uses it once a month. There is another group I know who would like to use it (no beer/alcohol) for a one day event. What department do they need to go to for a permit?

(Everybody thinks I am an expert on City government!)

kw, sj

O: 504-865-3847

This email is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** FW: Meeting Agenda/order  
**Date:** Wednesday, October 12, 2011 12:01:28 PM  
**Attachments:** Kevin Wildes.vcf

---

small steps in taking control of the operation

can we talk sometime this week?

---

**From:** Kevin Wildes  
**Sent:** Wednesday, October 12, 2011 11:48 AM  
**To:** Kevin Wildes; 'Lisa M. Hudson'; 'Dana Douglas'; 'Debra Neveu'; 'Joseph S. Clark'; 'Amy Glovinsky'  
**Subject:** Meeting Agenda/order

Lisa

Since we have the complaint of the Classified Service Employee group on our agenda for Executive Session, and since I expect there may be some representatives (Mr. Scott) from the Group at our meeting, I would like to reverse the order for our next meeting. I would like to begin with the Executive Session first and then have the public meeting. I think this order may help us manage the public session a little better.

I have consulted with the other Commissioners and they think this is a good way to order the meeting. So, would you please post it in that order? I know that we meet the requirements of the La. Public meetings law (RS 42:19) in posting notice about our meeting.

Thanks for your help!

---

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**From:** [Kevin Wildes](#)  
**To:** [Sam H. Joel](#); [Michael G. Sherman](#)  
**Subject:** RE:  
**Date:** Friday, August 26, 2011 10:29:44 PM  
**Attachments:** Kevin Wildes.vcf

---

Thanks!

---

**From:** Sam H. Joel [mailto:shjoel@nola.gov]  
**Sent:** Friday, August 26, 2011 6:01 PM  
**To:** Michael G. Sherman; Kevin Wildes  
**Subject:** RE:

Sounds good. I will provide Monday.

---

**From:** Michael G. Sherman  
**Sent:** Friday, August 26, 2011 5:58 PM  
**To:** 'wildesk@loyno.edu'  
**Cc:** Sam H. Joel  
**Subject:** Re:

Sam, can you pls have someone from our research team secure all the civil svc docs for Father Wildes please including bylaws, etc... Thanks.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, August 26, 2011 05:54 PM  
**To:** Michael G. Sherman  
**Subject:**

Hey. Do you know if there is some place with Info on the Civil service (eg by laws and the like)?

kw, sj

O: 504-865-3847

This communication, sent from my BlackBerry handheld, is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** RE:  
**Date:** Friday, August 26, 2011 10:27:02 PM

---

thanks!....i am a researcher. I prefer to figure out how things should work rather than being told!

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Friday, August 26, 2011 5:59 PM  
**To:** Kevin Wildes  
**Subject:** Re:

Ill have someone pull em. They are not online to my knowledge.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, August 26, 2011 05:54 PM  
**To:** Michael G. Sherman  
**Subject:**

Hey. Do you know if there is some place with Info on the Civil service (eg by laws and the like)?

kw, sj

O: 504-865-3847

This communication, sent from my BlackBerry handheld, is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Gail Howard](#); [Tommy Screen](#)  
**Subject:** Re:  
**Date:** Tuesday, July 26, 2011 7:04:55 AM

---

Apologies. I left Tommy off this email. My mistake!

kw, sj

President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Kevin Wildes  
**To:** Michael G. Sherman  
**Cc:** Gail Howard  
**Sent:** Mon Jul 25 21:01:46 2011  
**Subject:**

Mike

would you let Gail Howard, my Ex. Assistant, know who is the contact for the Civil service Board and how to contact them? I want to be sure I get meeting dates, materials, etc.

thanks

kw, sj  
President's Office  
Loyola University  
6363 St. Charles Avenue  
New Orleans, LA 70118  
P: 504-865-3847  
F: 504-865-3851  
E: [wildesk@loyno.edu](mailto:wildesk@loyno.edu)

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**From:** [Kevin Wildes](#)  
**To:** [Tommy Screen](#); [Michael G. Sherman](#)  
**Subject:** Re: Civil Service Commission  
**Date:** Thursday, July 21, 2011 2:03:24 PM

---

Thanks Mike and T for all your help. I am surprised by Hedge-Morrell's vote  
kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Tommy Screen  
**To:** Michael G. Sherman ; Kevin Wildes  
**Sent:** Thu Jul 21 14:02:33 2011  
**Subject:** Re: Civil Service Commission

Thanks Mike.

Surprised by Hedge-Morrell's 'No' vote.

On 7/21/11 1:58 PM, "Michael G. Sherman" <[mgsherman@nola.gov](mailto:mgsherman@nola.gov)> wrote:

Congratulations commissioner.

Only a few comments. Mr scott repeated same comments. Ms howard from bgr said civil svc needs reform.

Council voted in favor of you 4 - 2 (hedge-morrell/johnson voted no). Fielkow recused himself.

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Tuesday, July 19, 2011 05:31 AM  
**To:** Michael G. Sherman  
**Cc:** Tommy Screen <[tscreen@loyno.edu](mailto:tscreen@loyno.edu)>  
**Subject:** Re: Civil Service Commission

My life in public service comes full circle!  
kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118

O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Sent:** Tue Jul 19 03:12:59 2011  
**Subject:** RE: Civil Service Commission

FYI -- from today's Times-Picayune; I have not studied this issue but thought this article may be of interest.

# IG peeved over denial of investigator positions to monitor school construction program

Published: Monday, July 18, 2011, 5:21 PM Updated: Monday, July 18, 2011, 5:22 PM

<<http://connect.nola.com/user/mcarr/index.html>> By Martha Carr, The Times-Picayune <<http://connect.nola.com/user/mcarr/index.html>> NOLA.com

Follow

The Civil Service Commission has denied a request by Inspector General Ed Quatrevaux to create a 4-member anti-fraud unit to monitor nearly \$2 billion in construction spending on New Orleans public schools.

Instead, the commission approved just two temporary positions, a move Quatrevaux said may kill the nascent effort.

Clearly peeved, Quatrevaux fired off this written statement: "The commission seems detached from operational reality. This action is another example of the stultifying effect civil service has on city government. It also explains why so much has been outsourced from City Hall over the years."

Recovery School District officials were not immediately available.

In a settlement last year, FEMA gave the city \$1.8 billion to rebuild or renovate city schools, most of which were badly damaged during Hurricane Katrina.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: Civil Service Commission  
**Date:** Tuesday, July 19, 2011 8:43:14 AM

---

thanks...if it's on line some place, just let me know

thanks!

---

**From:** Michael G. Sherman [mailto:[mgsherman@nola.gov](mailto:mgsherman@nola.gov)]  
**Sent:** Tuesday, July 19, 2011 8:41 AM  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Subject:** RE: Civil Service Commission

Section 1.6- Election of a Chairman

The Commission shall, at the regular meeting in September of each year, elect one of its members Chairman for a term of one year, or until a successor is duly elected. If because of death, resignation or otherwise, the office of Chairman is vacated before the expiration of the term of office, the Commission shall elect a successor at its next regular meeting.

I am securing a copy of the bylaws and will forward along.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: Civil Service Commission  
**Date:** Tuesday, July 19, 2011 8:40:03 AM

---

Michael

not to create more work for you, but do you know where I can look for the CS Commission bylaws? (eg when do they elect officers, etc.) Just point me

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Tuesday, July 19, 2011 3:13 AM  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Subject:** RE: Civil Service Commission

FYI -- from today's Times-Picayune; I have not studied this issue but thought this article may be of interest.

## IG peeved over denial of investigator positions to monitor school construction program

**Published:** Monday, July 18, 2011, 5:21 PM    **Updated:** Monday, July 18, 2011, 5:22 PM



By [Martha Carr, The Times-Picayune](#) NOLA.com

Follow

The Civil Service Commission has denied a request by Inspector General Ed Quatrevaux to create a 4-member anti-fraud unit to monitor nearly \$2 billion in construction spending on New Orleans public schools.

Instead, the commission approved just two temporary positions, a move Quatrevaux said may kill the nascent effort.

Clearly peeved, Quatrevaux fired off this written statement: "The commission seems detached from operational reality. This action is another example of the stultifying effect civil service has on city government. It also explains why so much has been outsourced from City Hall over the years."

Recovery School District officials were not immediately available.



In a settlement last year, FEMA gave the city \$1.8 billion to rebuild or renovate city schools, most of which were badly damaged during Hurricane Katrina.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** Re: Civil Service Commission  
**Date:** Monday, July 18, 2011 6:00:45 PM

---

Thanks!  
kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Sent:** Mon Jul 18 16:35:04 2011  
**Subject:** Civil Service Commission

I am pleased to update you that the City Council Governmental Affairs Committee met today to consider Tulane's three nominees to the Civil Service Commission. The committee recommended you.

The full Council will take up this matter on Thursday at its regularly scheduled meeting.

--Mike

**From:** [Kevin Wildes](#)  
**To:** [Andrew D. Kopplin](#); [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: ?  
**Date:** Friday, June 24, 2011 4:01:18 PM  
**Sensitivity:** Confidential

---

I have the date from Mike. This will me time off my extended stay in Purgatory since it means 1) leaving the beach and 2) flying USless Airways

---

**From:** Andrew D. Kopplin [mailto:akopplin@nola.gov]  
**Sent:** Friday, June 24, 2011 12:57 PM  
**To:** Kevin Wildes; Michael G. Sherman  
**Cc:** Tommy Screen  
**Subject:** Re: ?  
**Sensitivity:** Confidential

Thanks. Let's just have mike confirm the dates before you buy your flight.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, June 24, 2011 12:54 PM  
**To:** Andrew D. Kopplin; Michael G. Sherman  
**Cc:** Tommy Screen <tscreen@loyno.edu>  
**Subject:** Re: ?

I ll be there  
kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Andrew D. Kopplin  
**To:** Kevin Wildes; Michael G. Sherman  
**Cc:** Tommy Screen  
**Sent:** Fri Jun 24 12:44:43 2011  
**Subject:** Re: ?

Mike can check the calendar, as I am not sure about that meeting date, but I strongly request you return for a meeting if there is one! We need you!!!

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, June 24, 2011 10:56 AM  
**To:** Andrew D. Kopplin; Michael G. Sherman  
**Cc:** Tommy Screen <tscreen@loyno.edu>  
**Subject:** ?

Gentlemen

Now that I have not been chosen to serve as a juror for Federal Court (this is the first time I

have ever not made the team--And I am happy about it!), I have gone back to try to work my summer schedule.

Mike has kept me up to date n my nomination to Civil Service. Assuming that my nomination is approved, when would my first meeting be? The reason I ask is that in looking at the schedule I see one on 18 July. I will be up on the Jersey shore then (no Snookie jokes). If I need to be there, I will fly back. Just like to get your thoughts.

Many thanks!

kw, sj  
President's Office  
Loyola University  
6363 St. Charles Avenue  
New Orleans, LA 70118

P: 504-865-3847

F: 504-865-3851

E: [wildesk@loyno.edu](mailto:wildesk@loyno.edu)

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**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** Re: what is the civil service meeting schedule for the rest of the year?  
**Date:** Wednesday, June 22, 2011 9:40:40 PM

---

Thanks!

kw, sj

President's Office

Loyola University

6363 St Charles Ave.

New Orleans, LA 70118

O: 504-865-3847

<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Sent:** Wed Jun 22 21:38:15 2011  
**Subject:** Re: what is the civil service meeting schedule for the rest of the year?

Looks like 10am

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, June 22, 2011 09:31 PM  
**To:** Michael G. Sherman  
**Subject:** Re: what is the civil service meeting schedule for the rest of the year?

Thanks. Or let me know who to call....don't want to bother you.

kw, sj

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---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Sent:** Wed Jun 22 21:28:42 2011  
**Subject:** Re: what is the civil service meeting schedule for the rest of the year?

Ill find out.

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, June 22, 2011 09:25 PM  
**To:** Michael G. Sherman  
**Subject:** RE: what is the civil service meeting schedule for the rest of the year?

Mike...thanks for the dates. does anyone know what time they meet?

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Tuesday, June 21, 2011 7:11 PM  
**To:** Kevin Wildes  
**Subject:** Fw: what is the civil service meeting schedule for the rest of the year?

---

**From:** Brooke M. Lajaunie-Bacuetes  
**Sent:** Thursday, May 26, 2011 12:00 PM  
**To:** Michael G. Sherman  
**Subject:** RE: what is the civil service meeting schedule for the rest of the year?

Per your request.

---

**From:** Michael G. Sherman  
**Sent:** Thursday, May 26, 2011 11:32 AM  
**To:** Brooke M. Lajaunie-Bacuetes  
**Subject:** what is the civil service meeting schedule for the rest of the year?

Michael G. Sherman  
Director of Intergovernmental Affairs and Counsel to the Mayor  
Office of Mayor Mitch Landrieu, City of New Orleans  
504.658.4941 (office)  
504.621.1824 (cell)  
[mgsherman@nola.gov](mailto:mgsherman@nola.gov)

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE:  
**Date:** Tuesday, June 21, 2011 7:08:15 PM

---

mike...also, if all goes well, is there some place I can get a schedule of the Civil Service meetings?  
(I'd hate to miss one!)

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Tuesday, June 21, 2011 3:05 PM  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Subject:** Re:

Thanks for your email. Re civil service: nothing needed at this time.

Re public belt... It just got sent to the governor for signature!

July 6 is next council govt affairs mtg. They are not requesting your presence but I will double check...

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, June 21, 2011 02:54 PM  
**To:** Michael G. Sherman  
**Cc:** Tommy Screen <tscreen@loyno.edu>  
**Subject:**

Mike

Sorry to bother you. 1) when is the Public Belt hearing? 2) will they need any materials from me/us? 3) do you need any material on me for Civil Service (bio, resume)? Thanks.

kw, sj

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<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** Re:  
**Date:** Tuesday, June 21, 2011 3:07:44 PM

---

Ok. Happy to do whatever needs to be done to close this.

kw, sj

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<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Cc:** Tommy Screen  
**Sent:** Tue Jun 21 15:04:33 2011  
**Subject:** Re:

Thanks for your email. Re civil service: nothing needed at this time.

Re public belt... It just got sent to the governor for signature!

July 6 is next council govt affairs mtg. They are not requesting your presence but I will double check...

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Tuesday, June 21, 2011 02:54 PM  
**To:** Michael G. Sherman  
**Cc:** Tommy Screen <tscreen@loyno.edu>  
**Subject:**

Mike

Sorry to bother you. 1) when is the Public Belt hearing? 2) will they need any materials from me/us? 3) do you need any material on me for Civil Service (bio, resume)? Thanks.

kw, sj

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**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** RE: Civil Service Commission nomination letter  
**Date:** Thursday, June 16, 2011 2:35:27 PM

---

Thanks...if you need me to do anything, let me know

And let me know when and where for the NOPB

---

**From:** Michael G. Sherman [mailto:[mgsherman@nola.gov](mailto:mgsherman@nola.gov)]  
**Sent:** Thursday, June 16, 2011 1:37 PM  
**To:** Kevin Wildes  
**Subject:** Civil Service Commission nomination letter

**From:** [Kevin Wildes](#)  
**To:** [Michael G. Sherman](#)  
**Subject:** RE: ?  
**Date:** Tuesday, June 14, 2011 8:35:21 PM

---

Mike

how are you doing? How are you weathering the legislative session.

I got a copy of Scott's nomination letter. is there anything else you need from me? (bio, cv, etc). Also I was curious as his letter went to Jacquie Clarkson, I thought it would go to the Mayor.

thanks! hope you are well.

---

**From:** Michael G. Sherman [mailto:mgsherman@nola.gov]  
**Sent:** Friday, June 03, 2011 8:36 AM  
**To:** Kevin Wildes  
**Cc:** Suchitra J. Satpathi  
**Subject:** RE: ?

Got it; probably not re City C for CS. The appointment goes to the City C but not you physically...

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, June 03, 2011 8:35 AM  
**To:** Michael G. Sherman  
**Cc:** Suchitra J. Satpathi  
**Subject:** Re: ?

Got it. Next week is good (traveling thur and friday). Week after is clean. Call eamil or call Gail

Do I need to go to City C for CS?

kw, sj  
President's Office  
Loyola University  
6363 St Charles Ave.  
New Orleans, LA 70118  
O: 504-865-3847  
<http://www.loyno.edu>

This communication, sent from my BlackBerry handheld, is considered confidential.

---

**From:** Michael G. Sherman  
**To:** Kevin Wildes  
**Cc:** Suchitra J. Satpathi  
**Sent:** Fri Jun 03 08:26:47 2011  
**Subject:** RE: ?

Thank you! Yes, we need you to testify.

The bill passed the House today!; we expect a Senate committee to debate it next week (or the

following week).

We definitely need you to testify if your schedule can accommodate it. We'll contact you as soon as we know it is scheduled! Thank you again so much!

Also, CS should move forward in next week; up for Council vote w/in the month.

I'll keep you updated. Nothing for you to do at this time.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]

**Sent:** Wednesday, June 01, 2011 12:52 PM

**To:** Kevin Wildes; Michael G. Sherman

**Subject:** RE: ?

---

**From:** Kevin Wildes

**Sent:** Wednesday, June 01, 2011 8:31 AM

**To:** Michael G. Sherman

**Subject:** ?

Mike

sorry to trouble you....just working on some scheduling things. Let me know if you want me to go to BR on the NOPBRR legislation (and when it is most likely to happen). Also, When does the CS nomination go forward and do I need to go to City Council for approval?

thanks! hope all is well

kw, sj

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**From:** [Michael G. Sherman](mailto:Michael.G.Sherman)  
**To:** [Kevin Wildes](mailto:Kevin.Wildes)  
**Subject:** RE: Commission Reports for 04-2012  
**Date:** Wednesday, April 25, 2012 5:35:00 PM

---

I will again attempt to fix. Sorry about this.

--Mike

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 4:28 PM  
**To:** Michael G. Sherman  
**Subject:** FW: Commission Reports for 04-2012

Mike

See below, fyi

---

**From:** Nancy Stoltz [<mailto:nancys@nopb.com>]  
**Sent:** Wednesday, April 25, 2012 3:49 PM  
**To:** Kevin Wildes  
**Subject:** RE: Commission Reports for 04-2012

Well Marissa with the City did ask me if I received a resignation letter from you and I told her that I had not.

I only received one from Commissioner Hughes when she resigned last June and Commissioner Cowen after his committee had completed what they were tasked to do.

Nancy

*Nancy T. Stoltz  
Secretary, Public Belt Railroad Commission,  
Executive Secretary,  
Manager, Purchasing  
(504) 896-7410*

---

**From:** Kevin Wildes [<mailto:wildesk@loyno.edu>]  
**Sent:** Wednesday, April 25, 2012 3:47 PM  
**To:** Nancy Stoltz  
**Subject:** RE: Commission Reports for 04-2012

Nancy

I was told by the Mike Sherman that we have been replaced

---

**From:** Nancy Stoltz [<mailto:nancys@nopb.com>]  
**Sent:** Wednesday, April 25, 2012 3:38 PM  
**To:** MADLYN MICHAEL BAGNERIS; [sbarthelemy@hriproperties.com](mailto:sbarthelemy@hriproperties.com); [alvajeanchase@yahoo.com](mailto:alvajeanchase@yahoo.com); [ycola@firstnbcbank.com](mailto:ycola@firstnbcbank.com); [kcrier@ila3000.org](mailto:kcrier@ila3000.org); Eneid A. Francis; Ruthie Frierson; Tricia Jones; [hpierston@bellsouth.net](mailto:hpierston@bellsouth.net); Daniela Rivero; [david.schulingkamp@mbx.com](mailto:david.schulingkamp@mbx.com); Poco Sloss; Kyle Wedberg; Kevin Wildes  
**Cc:** John Morrow; Rachel Zimmerle; Tom Lobello; Mike Dumas; David Scoggin; Kim Craft;

MGM\_Debbie\_Tardo

**Subject:** RE: Commission Reports for 04-2012

### Agenda April Meeting

Nancy T. Stoltz  
Secretary, Public Belt Railroad Commission,  
Executive Secretary,  
Manager, Purchasing  
(504) 896-7410

**From:** [Michael G. Sherman](#)  
**To:** [Kevin Wildes](#)  
**Cc:** [Tommy Screen](#)  
**Subject:** RE: Commission Reports for 04-2012  
**Date:** Friday, April 20, 2012 11:38:00 AM

---

Yep; they never changed the stationary.

I'll call over to John now.

---

**From:** Kevin Wildes [mailto:wildesk@loyno.edu]  
**Sent:** Friday, April 20, 2012 10:33 AM  
**To:** Michael G. Sherman  
**Cc:** Tommy Screen  
**Subject:** FW: Commission Reports for 04-2012

Mike

not to be a pain in the ass, but I thought we had been replaced

---

**From:** Nancy Stoltz [<mailto:nancys@nopb.com>]  
**Sent:** Friday, April 20, 2012 10:15 AM  
**To:** MADLYN MICHAEL BAGNERIS; [sbarthelemy@hriproperties.com](mailto:sbarthelemy@hriproperties.com); [alvajeanchase@yahoo.com](mailto:alvajeanchase@yahoo.com); [ycola@firstnbcbank.com](mailto:ycola@firstnbcbank.com); [kcrier@ila3000.org](mailto:kcrier@ila3000.org); Eneid A. Francis; Ruthie Frierson; Tricia Jones; [hpierson@bellsouth.net](mailto:hpierson@bellsouth.net); Daniela Rivero; [david.schulinkamp@mbx.com](mailto:david.schulinkamp@mbx.com); Poco Sloss; Kyle Wedberg; Kevin Wildes  
**Cc:** John Morrow; Rachel Zimmerle; Tom Lobello; Mike Dumas; David Scoggin; Kim Craft; MGM\_Debbie\_Tardo  
**Subject:** FW: Commission Reports for 04-2012

Commissioners:

Please find attached report for Commission meeting Thursday, April 26, 2012 at 4:00 p.m.

Please advise your attendance.

Thanks

Nancy

*Nancy T. Stoltz  
Secretary, Public Belt Railroad Commission,  
Executive Secretary,  
Manager, Purchasing  
(504) 896-7410*

**From:** [Kevin Wildes](#)  
**To:** [Jackie B. Clarkson](#); [Mitchell J. Landrieu](#)  
**Cc:** [nfrancis@xula.edu](#); [Cowen, Scott S](#); [wkimbrough@dillard.edu](#); [Suzie T. Sepcich](#); [sharonc@tulane.edu](#); [Tommy Screen](#); [gdamour@xula.edu](#); [Andrew D. Kopplin](#); [Gail Howard](#)  
**Subject:** Civil Service  
**Date:** Wednesday, September 25, 2013 1:32:24 PM  
**Sensitivity:** Confidential

---

Dear Council President Clarkson and Mayor Landrieu,

As Chair of the Civil Service Commission I received letter of resignation from Amy Glovinsky as a Commissioner.

I will forward that email to you later today.

As you know the university presidents forward nominees to you all for the Commission. Amy was nominated by Loyola University. As I am currently serving as chair of the Commission, I think, in this case, it would be best that I ask the other university presidents to work together to create a list of nominees which I will submit to you.

I hope, in doing this, we will avoid any appearance of a conflict of interest.

If you have any thoughts or questions please email or call me or Mr. Tommy Screen our Director of Government Relations.

With best wishes,

kw,sj

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