

CITY OF NEW ORLEANS

CITY CIVIL SERVICE COMMISSION

DEPARTMENT OF CITY CIVIL SERVICE
SUITE 900 – 1340 POYDRAS ST.
NEW ORLEANS LA 70112
(504) 658-3500 FAX NO. (504) 658-3598

MICHELLE D. CRAIG, CHAIRMAN
JOSEPH S. CLARK
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LISA M. HUDSON
DIRECTOR OF PERSONNEL



MITCHELL J. LANDRIEU
MAYOR

November 3, 2015

Charles Maldonado
Staff Writer
The Lens
4344 Earhart Boulevard, Suite B
New Orleans, LA 70125

Re: Public Records Request: October 30, 2015 Request for Zepporah Edmonds

Dear Mr. Maldonado:

I have received your emailed request for records of Zepporah Edmonds – an employee with the Division of Public Works – Parking Division.

Ms. Edmonds personnel file and all records in conjunction with her appeal are available for your access. Please let me know a when you would like to review the files so that I can clear my schedule.

I found and copied a total of 104 pages of records on Ms. Edmonds at .50 cents per page. The entire file is a cost of \$52.00 or you may choose which pages that you need.

If you have any questions about this matter, please contact me at 504-658-3530.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Tia N. Harrison".

Tia N. Harrison
Mgt Dev Specialist I

003772 - Edmonds,Zepporah A - CNO/ADM

Earnings Distribution	Benefit Program	Employment Information	Union Information
Job Status	Job Information	Job Pay/Location	Compensation Details

Edmonds,Zepporah A ID 003772 Empl Rcd# 0

Hire Date: 05/20/1984	Acquisition Date	Termination Date
Rehire Date	Expected Return Date:	Pre-Final Date
Co Seniority Date: 05/20/1984	Probation Date	Retirement Date
Hire Time	Service Date: 05/20/1984	Service: 31 years 5 months
Civil Service Date:	Benefit Eligible Date:	

Referral Source: Unknown	Security Clearance:	
Business Title:	Credit Association ID:	
Supervisor's ID: 021584	Jernigan, Mark D	United Way Area Code:
<input type="checkbox"/> Owns 5% (or More) of Company <input type="checkbox"/> Full-Time Student <input checked="" type="checkbox"/> Eligible for Rehire		
Comments		

ADP Enterprise HR screen print as of: 11/02/2015 09:45 AM

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: ██████████ APPT ID: NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 11 02 15 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	C P T
05 20 14	11 02 15	TRN01	A	C4236	FT Y	074	013	500	5356	A	59,366.2447	0
08 17 10	05 19 14	TRN01	A	C4236	FT Y	074	013	500	5356	A	57,909.4598	0
06 18 10	08 16 10	PRO01	A	C4236	FT Y	074	013	500	5351	A	57,909.4598	0
02 03 10	06 17 10	CERT1	A	C0364	FT Y	065	029	500	5356	A	56,488.4229	0
08 03 09	02 02 10	PRO01	A	C0364	FT Y	065	029	500	5356	A	56,488.4229	0
05 20 09	08 02 09	AMD01	A	C0363	FT Y	063	033	500	5356	A	56,488.4229	0
11 01 08	05 19 09	AMD01	A	C0363	FT Y	063	033	500	5356	A	55,102.2568	0
09 06 08	10 31 08	SAL02	A	C0363	FT Y	063	021	500	5356	A	47,471.0681	0
08 29 08	09 05 08	SAL03	A	C0363	FT Y	063	054	500	5356	A	71,526.1841	0
07 15 07	08 28 08	LAT01	A	C0363	FT Y	063	021	500	5356	A	47,471.0681	0

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: ██████████ APPT ID: NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 11 02 15 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	C P T
07 01 07	07 14 07	TRN01	A	C0249	FT Y	063	011	500	5356	A	41,925.5419	0
02 15 07	06 30 07	SAL02	A	C0249	FT Y	063	011	500	5002	A	41,925.5419	0
02 15 07	06 30 07	SAL02	A	C0249	FT Y	063	011	500	5002	A	41,925.5419	0
02 13 07	02 14 07	SAL04	A	C0249	FT Y	063	044	500	5002	A	63,170.5615	0
11 19 06	02 12 07	SAL03	A	C0249	FT Y	063	011	500	5002	A	41,925.5419	0
11 01 06	11 18 06	AMD02	A	C0249	FT Y	063	003	500	5002	A	37,959.3205	0
08 20 06	10 31 06	PRO01	A	C0249	FT Y	059	003	500	5002	A	34,368.3098	0
08 14 06	08 19 06	RETRN	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	0
06 04 06	08 13 06	FAM02	E	C0244	FT Y	055	007	500	5052	A	32,702.2811	0
10 09 05	06 03 06	AMD01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	0

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: _____ 'PT ID: _____ NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 11 02 15 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	C P T
08 28 05	10 08 05	AMD01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	
07 06 05	08 27 05	CERT1	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	0
07 06 05	08 27 05	CERT1	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	0
01 07 05	07 05 05	PRO01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	0
07 01 04	01 06 05	AMD01	A	C0243	FT Y	047	019	500	5052	A	31,117.0143	0
05 20 04	06 30 04	PRO01	A	C0243	FT Y	046	019	500	5052	A	30,353.4357	0
11 19 03	05 19 04	PRO01	A	C0243	FT Y	046	019	500	5052	A	29,608.5945	0
03 28 03	11 18 03	CERT1	A	C6033	FT Y	042	023	500	5053	A	28,173.2964	0
01 01 03	03 27 03	AMD01	A	C6033	FT Y	042	023	500	5053	A	28,173.2964	0
09 29 02	12 31 02	PRO01	A	C6033	FT Y	040	023	500	5053	A	26,807.5754	0

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: _____ APPT ID: _____ NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 11 02 15 PAY TYPE: _____

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	C P T
03 17 02 09 28 02		CORR	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
12 10 01 03 16 02		RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
12 10 01 03 16 02		RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
10 05 01 12 09 01		LWP01	L	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
09 20 01 10 04 01		FAM01	L	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
04 11 01 09 19 01		RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
02 01 01 04 10 01		FAM02	E	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
01 01 01 01 31 01		ALOW2	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
01 02 00 12 31 00		AMD01	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	0
12 06 99 01 01 00		RETRN	A	C7165	FT Y	033	029	500	5356	A	24,271.5372	0

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: _____ PT ID: _____ NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 11 02 15 _____ PAY TYPE: _____

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	C P T
10 04 99	12 05 99	FAM02	E	C7165	FT Y	033	029	500	5356	A	24,271.5372	0
06 23 99	10 03 99	SAL01	A	C7165	FT Y	033	029	500	5356	A	24,271.5372	0
06 23 99	10 03 99	SAL01	A	C7165	FT Y	033	029	500	5356	A	24,271.5372	0
05 20 99	06 22 99	CONV2	A	C7165	FT Y	033	007	500	5356	A	18,467.4351	0
03 21 99	05 19 99	CONV2	A	C7165	FT Y	033	007	500	5356	A	18,014.2637	0
05 20 84	03 20 99	CONV	C	CONV	Y	000	000	500	5356	A	0.0000	

H--YI103 END OF INQUIRY

**Parking Administrator Special Work History Form
2010**

Announcement # 8510

Class Code: C4236

Completion of this *Special Work History Form* is part of the selection process for the Parking Administrator position. This form must be completed and submitted in a timely manner for your name to be added to the promotional register for this classification.

This form is divided into two sections. They are:

- I. Work experience, and
- II. Training.

Specific instructions for these sections are stated at the beginning of the actual sections. You are responsible for carefully following all instructions. Be honest, specific, and complete when filling out this form. Civil Service must be able to use the information you supply on this Work History Form to determine if you meet the minimum qualifications as listed in the announcement for this position. In filling out this Work History Form, *please use the announcement as a reference.*

The last day that you can return your *completed application* for this position is:

Friday, June 18, 2010.

Return your completed and signed *Work History Form* to Room 7W03, City Hall, no later than:

Friday, July 2, 2010.

CANDIDATE CERTIFICATION

I hereby certify that this form contains no willful misrepresentation or falsification; that information given by me is true and complete to the best of my knowledge and belief. I am aware that, should investigation at any time disclose any such misrepresentation or falsification, my application may be rejected, my name may be removed from the employment list, and I may be disqualified from applying in the future for positions in the Civil Service of the City of New Orleans.

Signature

Date:

Name (please print):

Zepporiah A. Edwards

6-17-10

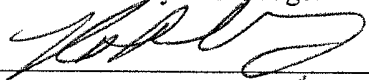
Zepporiah A. Edwards

RECEIVED
CIVIL SERVICE DEPT
NEW ORLEANS
2010 JUN 17 A 10:58

IMPORTANT: Check to make certain that you have completed each item full and accurately.
Your examination grade will depend upon the information you have provided.

SUPERVISOR / APPOINTING AUTHORITY CERTIFICATION:

I hereby certify that I have reviewed the experience listed on the following pages and the claims made herein are correct, to the best of my knowledge.

Signature 

Date: 6/17/20

Name (please print): Robert C Mendez

INSTRUCTIONS:

SECTION I. WORK EXPERIENCE

In this section you are asked to describe your work experience. It will be to your advantage to be as thorough as possible in your description.

NOTES:

1. If in reviewing your form it is found to be incomplete, it may be rejected or returned to you for more information.
2. In describing your experience, please list your most recent experience first. Describe the type of duties performed and approximate the percentage of time doing them.
3. Professional experience is experience obtained after receipt of a Bachelor's Degree. An exempt position is salaried.
4. To be considered an employee's supervisor, you must have done all of these:
 - a. assigned and reviewed the employee's work.
 - b. signed payroll time cards/time sheets or approved requests for time off.
 - c. completed performance appraisal / service rating forms on the employee.
5. Forms are provided to describe three positions on the following pages. The first two are labeled "POSITION #1" and "POSITION #2." The final form is labeled "POSITION # _____". If you need to describe more than three positions, copy this final form (pages 7 & 8) and complete these.

Number the position described in the blank provided (when describing positions 3 or greater).

PROFESSIONAL EXPERIENCE - POSITION # 1:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Assigned to the Department of Public Works/Parking Division's Administrative Office. Currently performing duties and functions that are normally assigned to the Parking Administrator. In addition, highly responsible for developing and managing a comprehensive public parking program for the City of New Orleans, which includes continuous research and studies on the best solutions for integrating the city's parking program with current technical upgrades. Also highly responsible for preparing and managing the Parking Division's budget, directing and managing personnel, and for the direct supervision of the administrative and management staff.

Job Title: **Management Development Specialist II**

Address: **1340 Poydras Street**
8th Floor, Suite 801
New Orleans, LA 70112

b. Dates: **August 2009** to **Present** 10m 17d
 month/year month/year

c. Name of Supervisor: **Robert Mendoza** Phone number: **(504) 658-8000**
 (May we contact this person XX yes ___ no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

	% of time
<u>Conducting research and gathering information on parking studies from other cities</u>	5%
<u>Networking in the parking industry as a source for information & attended training seminars</u>	7%
<u>Attending annual parking conference to stay current with the latest technology in the industry</u>	5%
<u>Meetings with citizens who come into the administrative office to file complaints</u>	2%
<u>Speaking with citizens by telephone regarding complaints, requests for enforcement, etc.</u>	2%
<u>Investigating and resolving citizens' complaints</u>	2%
<u>Responding in writing to citizens' complaints and requests</u>	2%
<u>Monitoring, counseling and appraising subordinates' performances</u>	10%
<u>Reviewing, investigating and making recommendations regarding disciplinary matters</u>	2%
<u>Reviewing and responding to employee grievances</u>	2%
<u>Meetings with DPW's Human Resource office regarding personnel issues</u>	2%
<u>Meetings with field staff and subordinates to discuss work related issues</u>	10%
<u>Meetings with contractors/vendors to discuss issues relative to Parking Division contracts</u>	5%
<u>Review and evaluate daily operational reports</u>	3%
<u>Prepare monthly administrative and operational reports for submission to DPW Director</u>	3%

PROFESSIONAL EXPERIENCE - POSITION #1 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	% of time
<u>Meetings with Public Works Director to discuss administrative and operational issues</u>	5%
<u>Meetings with staff at the Claiborne Auto Pound and Almonaster Auto Pound offices</u>	3%
<u>Preparing correspondences for DPW Director's signature</u>	2%
<u>Communicating with DPW Director in written form (memo, email, etc.)</u>	2%
<u>Preparing and managing the Parking Division's yearly goals and budget</u>	5%
<u>Investigating, evaluating and responding to requests from the City Council</u>	2%
<u>Site meetings to investigate and evaluate on-street parking conditions</u>	3%
<u>Attending public meetings with businesses and residents regarding parking conditions</u>	3%
<u>Planning, organizing and coordinating special events with the NOPD and other city agencies</u>	3%
<u>Planning, organizing and directing special events with Parking Division staff</u>	2%
<u>Planning, organizing and delegating special projects and assignments to staff</u>	2%
<u>Preparing for abandoned vehicle auction at the Almonaster Auto Pound</u>	2%
<u>Attending auction for abandoned vehicles at the Almonaster Auto Pound</u>	2%
<u>Meetings with Assistant City Attorneys to discuss employee matters and civil service appeals</u>	2%

e. Did this position require you to supervise employees? **XX YES** _____ **NO**
 If YES, list the name and title of these employees:

Name:	Title:
<u>Jorge Hernandez</u>	<u>Management Development Analyst III</u>
<u>Jerry Conner</u>	<u>Parking Section Manager</u>
<u>Robert Otis</u>	<u>Parking Section Manager</u>
<u>Alfred Coleman</u>	<u>Parking Supervisor II</u>
<u>Betty Solomon</u>	<u>Parking Supervisor II</u>
<u>Carmen Thomas</u>	<u>Parking Supervisor II</u>
<u>Gloria Brumfield</u>	<u>Parking Supervisor II</u>
<u>Carl Bridgewater</u>	<u>Parking Supervisor II</u>
<u>Sherida Emery</u>	<u>Parking Supervisor I</u>
<u>Earlette Johnson</u>	<u>Parking Supervisor I</u>

f. Was this position Full-time or Part-time? **XX Full-time** _____ **Part-time**
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? **XX Salaried** _____ **Hourly**

PROFESSIONAL EXPERIENCE - POSITION # 2:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Assigned to the Department of Public Works/Parking Division's Administrative Office. Performed the duties and functions that would have been normally assigned to the Parking Administrator. Specific duties involved being highly responsible for developing and managing a comprehensive public parking program for the City of New Orleans. Duties also involved preparing and managing a budget, managing and directing personnel and directly supervising the administrative and management staff.

Job Title: Management Development Specialist I

Organization/Department/Unit: City of New Orleans/Public Works/Parking Division

Address: 1340 Poydras Street
8th Floor, Suite 801
New Orleans, LA 70112

b. Dates: July 2007 to August 2009 *Lym*
month/year month/year

c. Name of Supervisor: Robert Mendoza Phone number: (504) 658-8000
(May we contact this person XX yes ___ no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

% of time

<u>Networked in the parking industry as a source for information & attended training seminars</u>	<u>7%</u>
<u>Attended annual parking conference to stay current with the latest technology in the industry</u>	<u>3%</u>
<u>Meetings with citizens who came into the administrative office to file complaints</u>	<u>2%</u>
<u>Communicated with citizens by telephone regarding complaints, requests for enforcement, etc.</u>	<u>3%</u>
<u>Investigated and resolved citizens' complaints</u>	<u>2%</u>
<u>Prepared written responses to citizens' complaints and requests</u>	<u>5%</u>
<u>Monitored, counseled and appraised subordinates' performances</u>	<u>10%</u>
<u>Reviewed, investigated and made recommendations regarding disciplinary matters</u>	<u>3%</u>
<u>Reviewed and responded to employee grievances</u>	<u>2%</u>
<u>Meetings with DPW's Human Resource office regarding personnel issues</u>	<u>2%</u>
<u>Meetings with field staff and subordinates to discuss work related issues</u>	<u>10%</u>
<u>Meetings with contractors/vendors to discuss issues relative to Parking Division contracts</u>	<u>5%</u>
<u>Reviewed and evaluated daily operational reports</u>	<u>3%</u>
<u>Prepared monthly administrative and operational reports for submission to DPW Director</u>	<u>5%</u>
<u>Meetings with Public Works Director to discuss administrative and operational issues</u>	<u>5%</u>

PROFESSIONAL EXPERIENCE - POSITION #2 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Meetings with staff at the Claiborne Auto Pound and Almonaster Auto Pound offices</u>	3%
<u>Prepared correspondences for DPW Director's signature</u>	2%
<u>Communicated with DPW Director in written form (memo, email, etc.)</u>	3%
<u>Prepared and managed the Parking Division's yearly goals and budget</u>	2%
<u>Investigated, evaluated and responded to requests from the City Council</u>	3%
<u>Held site meetings to investigate and evaluate on-street parking conditions</u>	3%
<u>Attending public meetings with businesses and residents regarding parking conditions</u>	2%
<u>Planned, organized and coordinated special events with the NOPD and other city agencies</u>	3%
<u>Planned, organized and directed special events with Parking Division staff</u>	3%
<u>Planned, organized and delegated special projects and special assignments to staff</u>	3%
<u>Prepared for abandoned vehicle auction at the Almonaster Auto Pound</u>	2%
<u>Attended auction for abandoned vehicles at the Almonaster Auto Pound</u>	2%
<u>Meetings with Assistant City Attorneys to discuss employee matters and civil service appeals</u>	2%

e. Did this position require you to supervise employees? **XX YES** _____ **NO**
 If YES, list the name and title of these employees:

Name:	Title:
<u>Jorge Hernandez</u>	<u>Management Development Analyst III</u>
<u>Jerry Conner</u>	<u>Parking Section Manager</u>
<u>Robert Otis</u>	<u>Parking Section Manager</u>
<u>Alfred Coleman</u>	<u>Parking Supervisor II</u>
<u>Betty Solomon</u>	<u>Parking Supervisor II</u>
<u>Carmen Thomas</u>	<u>Parking Supervisor II</u>
<u>Gloria Brumfield</u>	<u>Parking Supervisor II</u>
<u>Carl Bridgewater</u>	<u>Parking Supervisor II</u>
<u>Sherida Emery</u>	<u>Parking Supervisor I</u>
<u>Dianne Darwin</u>	<u>Administrative Support Specialist III</u>

f. Was this position Full-time or Part-time? **XX Full-time** _____ **Part-time**
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? **XX Salaried** _____ **Hourly**

PROFESSIONAL EXPERIENCE - POSITION # 3:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Assigned to the Department of Public Works/Parking Division's Administrative office. Served as Parking Operations Chief, assistant to the Parking Administrator and assumed the duties of the Parking Administrator following the administrator's departure from city government. Highly responsible for the management of all Parking Division personnel and field operations. In addition, was highly responsible for managing several programs in (6) six of the Parking Division's units and directly supervised the administrative and management staff. Planned and coordinated special events and special projects with the New Orleans Police Department and other city agencies. Duties also included attending meetings and forums in and out of city offices. Heavily involved with the city's recovery efforts.

Job Title: Principal Analyst

Organization/Department/Unit: City of New Orleans/Public Works/Parking Division

Address: 1340 Poydras Street
8th Floor, Suite 801
New Orleans, LA 70112

b. Dates: 8/20/06 to July 2007 *11m 20d*
 month/year month/year

c. Name of Supervisor: Victoria B. Saulny Phone number: (504) 658-8000
 (May we contact this person XX yes ___ no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Met with citizens who came into Parking's administrative office to file complaints</u>	<u>2%</u>
<u>Spoke with citizens by telephone regarding complaints, requests for enforcement, etc.</u>	<u>2%</u>
<u>Investigated and resolved citizens' complaints</u>	<u>2%</u>
<u>Prepared written responses to citizens' regarding complaints and requests</u>	<u>2%</u>
<u>Monitored, counseled and appraised subordinates' performances</u>	<u>7%</u>
<u>Reviewed, investigated and made recommendations regarding disciplinary matters</u>	<u>2%</u>
<u>Meetings with field staff to discuss work related issues and unit operations</u>	<u>5%</u>
<u>Reviewed and evaluated daily reports from field staff</u>	<u>3%</u>
<u>Prepared monthly administrative and operational reports</u>	<u>3%</u>
<u>Held meetings with unit managers and supervisors</u>	<u>5%</u>

PROFESSIONAL EXPERIENCE - POSITION #3 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Met with staff at the Claiborne and Almonaster offices to discuss recovery efforts</u>	<u>7%</u>
<u>Communicated with DPW Director in written form (memo, email, etc.)</u>	<u>2%</u>
<u>Investigated, evaluated and responded to requests from the City Council</u>	<u>3%</u>
<u>Held site meetings with field staff to analyze and evaluate on-street parking conditions</u>	<u>5%</u>
<u>Attended public meetings with the NOPD and city agencies regarding recovery efforts</u>	<u>5%</u>
<u>Planned, organized and coordinated special events with other city agencies</u>	<u>5%</u>
<u>Planned, organized and directed special events with Parking Division staff</u>	<u>5%</u>
<u>Planned, organized and delegated special projects and assignments to staff</u>	<u>5%</u>
<u>Organized a "Task Force" to address abandoned vehicles and illegal parking in neighborhoods</u>	<u>10%</u>
<u>Involved in training several newly hired and re-employed Parking Division employees</u>	<u>15%</u>
<u>Conducted interviews for several PCO positions</u>	<u>5%</u>

e. Did this position require you to supervise employees? **XX** YES _____ NO
 If YES, list the name and title of these employees:

Name:	Title:
<u>Michael Brown</u>	<u>Principal Analyst</u>
<u>Jerry Conner</u>	<u>Parking Section Manager</u>
<u>Robert Otis</u>	<u>Parking Section Manager</u>
<u>Alfred Coleman</u>	<u>Parking Supervisor II</u>
<u>Betty Solomon</u>	<u>Parking Supervisor II</u>
<u>Carmen Thomas</u>	<u>Parking Supervisor II</u>
<u>Gloria Brumfield</u>	<u>Parking Supervisor II</u>
<u>Carl Bridgewater</u>	<u>Parking Supervisor II</u>
<u>Sherida Emery</u>	<u>Parking Supervisor I</u>
<u>Earlette Johnson</u>	<u>Parking Supervisor I</u>
<u>Dianne Darwin</u>	<u>Administrative Support Specialist III</u>

Was this position Full-time or Part-time? **XX** Full-time _____ Part-time
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? **XX** Salaried _____ Hourly

PROFESSIONAL EXPERIENCE - POSITION # 4:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Served as an administrative supervisor in the Department of Public Works/Parking Division. Duties included but were not limited to: monitoring a newly installed system for meter management and revenue control, revitalizing a defunct booting program and improving the overall operations of the Ticket Writing and Towing Units. These duties also included planning and coordinating special events and special operations with the New Orleans Police Department and other city agencies. Heavily involved in the city's post Katrina recovery efforts.

Job Title: Administrative Analyst III

Organization/Department/Unit: City of New Orleans/Public Works/Parking Division

Address: 1340 Poydras Street
8th Floor, Suite 801
New Orleans, LA 70112

b. Dates: November 2004 to September 2006
month/year month/year

c. Name of Supervisor: Richard N. Boseman Phone number: (504) 658-8259
(May we contact this person XX yes ___ no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Met with citizens who came into the administrative office to file complaints</u>	<u>5%</u>
<u>Spoke with citizens by telephone regarding complaints, requests for enforcement, etc.</u>	<u>3%</u>
<u>Investigated and resolved citizens' complaints</u>	<u>5%</u>
<u>Responded in writing to citizens' complaints and requests</u>	<u>2%</u>
<u>Counseled and appraised subordinates' performances</u>	<u>10%</u>
<u>Reviewed, investigated and made recommendations regarding disciplinary matters</u>	<u>2%</u>
<u>Reviewed and responded to employees' requests to return to work post Katrina</u>	<u>10%</u>
<u>Met with staff and subordinates to discuss the city's recovery efforts</u>	<u>15%</u>

PROFESSIONAL EXPERIENCE - POSITION #4 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Prepared monthly administrative and operational reports for Parking Administrator</u>	<u>3%</u>
<u>Met with Parking Administrator to discuss operational issues relative to recovery efforts</u>	<u>10%</u>
<u>Held site meetings to investigate and evaluate on-street parking conditions</u>	<u>5%</u>
<u>Attended meetings with other city agencies regarding on-street parking issues and recovery</u>	<u>5%</u>
<u>Planned, organized and coordinated special events with other city agencies</u>	<u>5%</u>
<u>Planned, organized and directed special events with Parking Division staff</u>	<u>5%</u>
<u>Planned, organized and delegated special projects and assignments to staff</u>	<u>5%</u>
<u>Interviewed, rehired and trained Parking Control Officers</u>	<u>10%</u>

e. Did this position require you to supervise employees? **YES** **NO**
 If YES, list the name and title of these employees:

Name:	Title:
<u>Patricia Smith</u>	<u>Parking Section Manager</u>
<u>Robert Otis</u>	<u>Parking Section Manager</u>
<u>Alfred Coleman</u>	<u>Parking Supervisor II</u>
<u>Gloria Brumfield</u>	<u>Parking Supervisor II</u>
<u>Karen Taylor</u>	<u>Administrative Analyst II</u>
<u>Sherida Emery</u>	<u>Parking Supervisor I</u>
<u>Mona Thomas</u>	<u>Administrative Analyst I</u>
<u>Dianne Darwin</u>	<u>Administrative Support Specialist III</u>

f. Was this position Full-time or Part-time? **Full-time** **Part-time**
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? **Salaried** **Hourly**

PROFESSIONAL EXPERIENCE - POSITION # 5:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Assigned to the Parking Division's administrative staff to plan and direct the activities of the field staff.
Highly responsible for the supervision and overall function of the Department of Public Works' Parking
Division. Responsibilities also included supervising and managing the duties and activities of the Parking
Division's administrative support staff, clerical staff, parking section managers and high level supervisors.

Job Title: Administrative Analyst II

Organization/Department/Unit: City of New Orleans/Public Works/Parking Division

Address: 1340 Poydras Street
8th Floor, Suite 801
New Orleans, LA 70112

b. Dates: November 2003 to November 2004
 month/year month/year

c. Name of Supervisor: Victoria B. Saulny Phone number: (504) 658-8000
 (May we contact this person XX yes ___ no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

	% of time
<u>Meetings with citizens who came into the administrative office to file complaints</u>	<u>10%</u>
<u>Investigated and resolved citizens' complaints and requests for enforcement</u>	<u>10%</u>
<u>Responded in writing to citizens' complaints and requests</u>	<u>10%</u>
<u>Monitored, counseled and appraised subordinates' performances</u>	<u>20%</u>
<u>Reviewed, investigated and made recommendations regarding disciplinary matters</u>	<u>5%</u>
<u>Prepared monthly administrative and operational reports for Parking Administrator</u>	<u>5%</u>

PROFESSIONAL EXPERIENCE - POSITION #5 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Meetings with staff at the Claiborne Auto Pound and Almonaster Auto Pound offices</u>	<u>10%</u>
<u>Meetings with field staff, supervisors and managers</u>	<u>10%</u>
<u>Prepared correspondences for the Parking Administrator's signature</u>	<u>5%</u>
<u>Attended site meetings to investigate and evaluate on-street parking conditions</u>	<u>10%</u>
<u>Planned, organized and directed special events with Parking Division staff</u>	<u>5%</u>

e. Did this position require you to supervise employees? **XX YES** **NO**
 If YES, list the name and title of these employees:

Name:	Title:
<u>Patricia Smith</u>	<u>Parking Section Manager</u>
<u>Robert Otis</u>	<u>Parking Section Manager</u>
<u>Alfred Coleman</u>	<u>Parking Supervisor II</u>
<u>Gloria Brumfield</u>	<u>Parking Supervisor II</u>
<u>Donald Williams</u>	<u>Administrative Support Specialist</u>
<u>Sherida Emery</u>	<u>Parking Supervisor I</u>
<u>Mona Thomas</u>	<u>Administrative Analyst I</u>
<u>Dianne Darwin</u>	<u>Administrative Support Specialist III</u>

f. Was this position Full-time or Part-time? **XX Full-time** **Part-time**
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? **Salaried** **XX Hourly**

PROFESSIONAL EXPERIENCE - POSITION #6:

Describe for us your highly responsible management experience with the Department of Public Works. First, briefly describe the area in which you worked. Then, answer all of the related questions (a - g) for each position held.

a. Describe briefly the area of work.

Assisted with managing and supervising the daily operations of the Department of Public Works' Administrative Hearing Center. Also served in the Department of Public Works Director's Office and was highly responsible for the management of the office's daily operations. Responsibilities also included managing and supervising the overall functions and duties of the administrative and support staff assigned to the Director's Office.

Job Title: Administrative Analyst I

Organization/Department/Unit: City of New Orleans/Public Works/Parking Division

Address: 1300 Perdido Street
6th Floor, Room. 6W03
New Orleans, LA 70112

b. Dates: September 2002 to November 2003
 month/year month/year

c. Name of Supervisor: Victoria B. Saulny Phone number: (504) 658-8000
 (May we contact this person XX yes ___no)

d. Duties (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Meetings with citizens who came into the Administrative Hearing Center for information</u>	<u>25%</u>
<u>Spoke with citizens by telephone regarding complaints and requests for information</u>	<u>15%</u>
<u>Responded in writing to citizens' complaints and requests</u>	<u>10%</u>
<u>Counseled and appraised subordinates' performances</u>	<u>10%</u>
<u>Meetings with staff and subordinates to discuss operational issues</u>	<u>5%</u>

PROFESSIONAL EXPERIENCE - POSITION #6 (Continued):

d. Duties (continued) (provide an approximate percentage of time spent doing the duties listed):

	<u>% of time</u>
<u>Prepared correspondence for DPW Director's signature</u>	<u>10%</u>
<u>Communicated with DPW Director in written form (memo, email, etc.)</u>	<u>10%</u>
<u>Investigated, evaluated and responded to requests from the City Council</u>	<u>10%</u>
<u>Planned, organized and delegated special projects and assignments in DPW</u>	<u>5%</u>

e. Did this position require you to supervise employees? **XX YES** _____ **NO**
 If YES, list the name and title of these employees:

Name:	Title:
<u>Dorothy Randle</u>	<u>Office Assistant</u>
<u>Donald Williams</u>	<u>Administrative Support Specialist</u>
<u>Janice Peters</u>	<u>Office Assistant</u>
<u>Gercelyn Howard</u>	<u>Office Assistant</u>
<u>Stephanie Trask</u>	<u>Office Assistant</u>

f. Was this position Full-time or Part-time? **XX Full-time** _____ **Part-time**
 If part-time, please provide the approximate number of hours per week worked:

g. Was this position salaried or hourly? _____ **Salaried** **XX Hourly**

SECTION II. TRAINING

A. Degrees

In describing your (post-high school) education background, list only undergraduate and graduate degrees received from an accredited college or university. ***Begin with your undergraduate degree(s) first.** For each degree listed, be sure to include:

- a) the type of degree (e.g., BA, BS, MBA, MPA, MS, MA)
- b) the year that you graduated
- c) your major field of study
- d) the name of the institution from which you graduated

-
1. a) type of degree: Bachelor of Arts
 - b) year graduated: 2001
 - c) major: Print Journalism
 - d) the name of the institution: Southern University at New Orleans

-
2. a) type of degree:
 - b) year graduated:
 - c) major:
 - d) the name of the institution:

-
3. a) type of degree:
 - b) year graduated:
 - c) major:
 - d) the name of the institution:

- **NOTE: An accredited college or university is an institution that is accredited as a college or university by an organization that is recognized by the United States Department Education.**
- **Also, as noted on the official announcement, Civil Service reserves the right to determine the relatedness of the degree or experience.**

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: ██████████ NAME: EDMONDS, ZEPPORIAH A
SELECTION DATE: 07 06 10 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	COMP PAY TYPE
02 03 10	07 06 10	CERT1	A	C0364	FT Y	065	029	500	5356	A	56,488.4229	01
08 03 09	02 02 10	PRO01	A	C0364	FT Y	065	029	500	5356	A	56,488.4229	01
05 20 09	08 02 09	AMD01	A	C0363	FT Y	063	033	500	5356	A	56,488.4229	01
11 01 08	05 19 09	AMD01	A	C0363	FT Y	063	033	500	5356	A	55,102.2568	01
09 06 08	10 31 08	SAL02	A	C0363	FT Y	063	021	500	5356	A	47,471.0681	01
08 29 08	09 05 08	SAL03	A	C0363	FT Y	063	054	500	5356	A	71,526.1841	01
07 15 07	08 28 08	LAT01	A	C0363	FT Y	063	021	500	5356	A	47,471.0681	01
07 01 07	07 14 07	TRN01	A	C0249	FT Y	063	011	500	5356	A	41,925.5419	01
02 15 07	06 30 07	SAL02	A	C0249	FT Y	063	011	500	5002	A	41,925.5419	01
02 13 07	02 14 07	SAL04	A	C0249	FT Y	063	044	500	5002	A	63,170.5615	01

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: ██████████ ID: NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 07 06 10 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	COMP PAY TYPE
11 19 06	02 12 07	SAL03	A	C0249	FT Y	063	011	500	5002	A	41,925.5419	01
11 01 06	11 18 06	AMD02	A	C0249	FT Y	063	003	500	5002	A	37,959.3205	01
11 01 06	11 18 06	AMD02	A	C0249	FT Y	063	003	500	5002	A	37,959.3205	01
08 20 06	10 31 06	PRO01	A	C0249	FT Y	059	003	500	5002	A	34,368.3098	01
08 14 06	08 19 06	RETRN	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	01
06 04 06	08 13 06	FAM02	E	C0244	FT Y	055	007	500	5052	A	32,702.2811	01
10 09 05	06 03 06	AMD01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	01
08 28 05	10 08 05	AMD01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	01
07 06 05	08 27 05	CERT1	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	01
01 07 05	07 05 05	PRO01	A	C0244	FT Y	055	007	500	5052	A	32,702.2811	01

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: _____ ID: _____ NAME: EDMONDS, ZEPPORIAH A
SELECTION DATE: 07 06 10 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	COMP PAY TYPE
07 01 04	01 06 05	AMD01	A	C0243	FT Y	047	019	500	5052	A	31,117.0143	01
05 20 04	06 30 04	PRO01	A	C0243	FT Y	046	019	500	5052	A	30,353.4357	01
05 20 04	06 30 04	PRO01	A	C0243	FT Y	046	019	500	5052	A	30,353.4357	01
11 19 03	05 19 04	PRO01	A	C0243	FT Y	046	019	500	5052	A	29,608.5945	01
03 28 03	11 18 03	CERT1	A	C6033	FT Y	042	023	500	5053	A	28,173.2964	01
01 01 03	03 27 03	AMD01	A	C6033	FT Y	042	023	500	5053	A	28,173.2964	01
09 29 02	12 31 02	PRO01	A	C6033	FT Y	040	023	500	5053	A	26,807.5754	01
03 17 02	09 28 02	CORR	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
12 10 01	03 16 02	RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
10 05 01	12 09 01	LWP01	L	C7165	FT Y	034	031	500	5356	A	25,508.0588	01

EMPLOYEE PAY RATE HISTORY INQUIRY

EMPLOYEE ID: ██████████ D: NAME: EDMONDS, ZEPPORIAH A
 SELECTION DATE: 07 06 10 PAY TYPE:

EFF DATE	EXP DATE	PERS ACTION	E S	TITLE/ SUB-TITLE	T D	GRADE	STEP	AGY	ORG	A B	PAY RATE	COMP PAY TYPE
09 20 01 10 04 01		FAM01	L	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
04 11 01 09 19 01		RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
04 11 01 09 19 01		RETRN	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
02 01 01 04 10 01		FAM02	E	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
01 01 01 01 31 01		ALOW2	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
01 02 00 12 31 00		AMD01	A	C7165	FT Y	034	031	500	5356	A	25,508.0588	01
12 06 99 01 01 00		RETRN	A	C7165	FT Y	033	029	500	5356	A	24,271.5372	01
10 04 99 12 05 99		FAM02	E	C7165	FT Y	033	029	500	5356	A	24,271.5372	01
06 23 99 10 03 99		SAL01	A	C7165	FT Y	033	029	500	5356	A	24,271.5372	01
05 20 99 06 22 99		CONV2	A	C7165	FT Y	033	007	500	5356	A	18,467.4351	01

Cheryl *6-12-84*

[Redacted]

PERSONNEL ACTION FORM

EMPLOYEE ACTION TAKEN

NEW EMPLOYEE A X SVA/US C F

TERM. EMPLOYEE D NEW SSN E

EMPLOYEE NAME
WASHINGTON, ZERPOTIAH A.

EMPLOYEE SOCIAL SECURITY NUMBER
[Redacted]

EFFECTIVE DATE OF THIS FORM

MO. DAY YR. ORGANIZATION

05 20 84 5356-101

PERSON FILING IN THIS FORM PHONE DEPT.

MAE CATALANO 586-4357 STREETS

PERSONAL HISTORY

EMPLOYEE CATEGORY		CODE	EMPLOYEE STATUS		CODE	POSITION NUMBER	REQUISITION NUMBER			
PERMANENT		01	ACTIVE		01	00019	84-17820			
EMPLOYEE CLASSIFICATION										
PARKING CONTROL OFFICER				CODE	SEX	ETHNIC ORG.	MAR. STATUS	CITIZEN	REF. SOURCE	SERVICE RATING
				07163	F	02	M	US	01	
RELIGION	EDUC. LEVEL	HIGH DEGREE CODE	HIGH DEGREE MAJOR	HIGH DEGREE INST.	HIGH DEGREE YR.	OTHER DEGREE CODE	OTHER DEGREE MAJOR	OTHER DEGREE INST.	OTHER DEGREE YR.	
01	07									
CIVIL SERVICE STATUS	SKILL 1 CODE	SKILL 2 CODE	SKILL 3 CODE	LANG 1 CODE	LANG 2 CODE	LANG 3 CODE	LIC 1 CODE	LIC 2 CODE	LIC 3 CODE	HANDICAP
A										

SERVICE DATES

ORIG. HIRE DATE	CONS. SER. DATE	CURRENT APPT. DATE	PROB. END DATE	TENDRE AWARD DATE	CHANGE CODE	DATE LAST INC.		
MO. DAY YR.	MO. DAY YR.	MO. DAY YR.	MO. DAY YR.	MO. DAY YR.		MO. DAY YR.		
05 20 84	05 20 84	05 20 84	11 19 84		01			
TERMINATION REASON		CODE	MO. DAY YR.	TERMINATION DATE	MO. DAY YR.	BIRTH DATE	LEAVE CODE	NEW SOCIAL SECURITY NUMBER
						06 30 63		

PAYROLL DATA

PAYROLL GROUP	PAYROLL FREQUENCY	FEDERAL GRANT CODE	SALARY RANGE	SALARY STEP	ACUTE INDC	HOURLY RATE	BASE PAY	NDRM HRS.	PERSON CODE	FLT. PAY	STAND BY	MILL. CODE	D.T. AMT	DATE
01	B		35	A				40	AA	N	N		Y	M
AUTO ALLOW.	TOOL ALLOW.	UNIFORM ALLOWANCE	STATE PAY	DUTY PAY	F.I.C.A. EXEMPT.	FED. W/H EXEMPT.	FED. W/H MAR. STATUS	FED. W/H NBR. EXM.	FED. W/H ADD'L. AMOUNT					
					N	N	M	00						

SECONDARY CLASSIFICATIONS

ORG. CODE	CLASS. CODE	RANGE	STEP	HOURLY RATE	BASE SALARY	RTE.	ORG.	CLASS.	RANGE	STEP	HOURLY RATE	BASE SALARY	RTE.

NAME & TITLE OF APPOINTING AUTHORITY	SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE	DATE OF SUBMISSION
HAROLD J. GORMAN, DIRECTOR DEPARTMENT OF STREETS	<i>Jerry S. Mo...</i>	5/18/84
SIGNATURE OF EMPLOYEE	APPROVAL OF HEAD (UNCLASSIFIED)	DATE
<i>Mae Zerpotiah A. Washington</i>	<i>...</i>	
	APPROVED, DIRECTOR OF PERSONNEL	DATE
	<i>...</i>	MAY 29 1984

RAMS - P2-1-771

88-8-6 *Johnnie K...*

PERSONNEL REQUISITION & APPOINTMENT REPORT

CITY OF NEW ORLEANS
TYPE OF APPOINTMENT

REQUISITION NO. 88-1161
POSITION NO. 0000 1600

<input checked="" type="checkbox"/>	CLASSIFIED SERVICE
<input type="checkbox"/>	UNCLASSIFIED SERVICE

<input type="checkbox"/>	EMERGENCY (MAXIMUM 10 DAYS)
<input checked="" type="checkbox"/>	TRANSIENT (MAXIMUM 3 MONTHS)
<input checked="" type="checkbox"/>	PERMANENT

014 4212

<input checked="" type="checkbox"/>	CONDITIONAL (FORMER) INCUMBENT ON LEAVE
<input type="checkbox"/>	PART TIME

ORGANIZATION	DEPARTMENT OF STREETS	FORN. CODE	5356-101	PROPOSED TITLE OR POSITION	PARKING CONT SUPV I	CLASS CODE	C7164
NEW POSITION	<input type="checkbox"/>	REPLACEMENT	<input checked="" type="checkbox"/>	NAME OF FORMER INCUMBENT	DIANNE LANDRY	PROPOSED SALARY	CASH \$ 1183.00 PER MO. MAINTENANCE VALUE PER

DESCRIBE THE SPECIFIC DUTIES & RESPONSIBILITIES OF THE POSITION THE NATURE OF THE POSITION CHANGES PERIODICALLY. THEREFORE A NEW JOB DESCRIPTION SHOULD BE PREPARED EACH TIME A POSITION IS TO BE FILLED.

SUPERVISES A NUMBER OF PARKING CONTROL OFFICERS ENGAGED IN ENFORCING PARKING REGULATIONS THROUGHOUT THE CITY. ISSUES AND MAINTAINS RECORDS ON TICKET BOOKS, INSTRUCTS OFFICERS IN TICKET COMPLETION AND IN OTHER PHASES OF WORK. PATROLS AREA IN MOTOR VEHICLE AND PROVIDES SUPPORT TO OFFICERS AND COMMUNICATION LINK TO OFFICE OR POLICE DEPT. CHECKS TICKETS PRODUCED BY OFFICERS. REPORTS SIGNS IN NEED OF REPAIR. RELATED WORK AS REQUIRED. DRIVER'S LICENSE REQUIRED.

CAO BUDGET AUTHORIZATION	DATE OF BUDGET AUTHORIZATION	6/2/88
SIGNATURE OF APPOINTING AUTHORITY RELEASING EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION	SIGNATURE OF EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION	

THIS SPACE FOR USE OF CIVIL SERVICE DEPARTMENT			
ALLOCATION	BY	SALARY	APPROVED, DIRECTOR OF PERSONNEL
C 7164 Parking Control Services	mm	\$1183.00	mo
NAME & TITLE OF APPOINTING AUTHORITY	SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE	DATE OF SUBMISSION	DATE EFFECTIVE
BETTY JO EVERETT, DIRECTOR	<i>Betty Jo Everett</i>	5-23-88	5-22-88
		NAME	SS#
		ZEPPORIAH A. WASHINGTON	

CHECK TYPE OF APPOINTING ONLY IF PRIOR APPROVAL IS GIVEN BY CIVIL SERVICE DEPT.									
<input type="checkbox"/>	PROVISIONAL	<input checked="" type="checkbox"/>	TRANSIENT	<input type="checkbox"/>	REINSTATEMENT	<input type="checkbox"/>	EMERGENCY	<input checked="" type="checkbox"/>	UNCLASSIFIED
NAME	ADDRESS	TELEPHONE NUMBER	DATE OF APPOINTMENT	SAL	EMPLOYEE SOC. SEC. NO.				
ZEPPORIAH A. WASHINGTON	[REDACTED]	[REDACTED]	5-22-88	320	[REDACTED]				
NAME & TITLE OF APPOINTING AUTHORITY	SIGNATURE OF APPOINTING AUTHORITY OR REP		DATE						
BETTY JO EVERETT, DIRECTOR	<i>Betty Jo Everett</i>		5-23-88						
THIS SPACE FOR USE OF CIVIL SERVICE DEPT.				APPOINTMENT NOTED	DATE				
				RAMS-P1 (5-1-77)	5-24-88				

TEMPORARY APPOINTMENT FOR MS. WASHINGTON WHILE DIANNE LANDRY IS ON MATERNITY LEAVE WITHOUT PAY. PAY RAISE DUE TO PROMOTION (35%)

69-880-01 *01/01/88* *01/01/88* *01/01/88* *01/01/88* *01/01/88*

CIVIL SERVICE

Michael 10-17-88

PERSONNEL REQUISITION & APPOINTMENT REPORT

CITY OF NEW ORLEANS, TYPE OF APPOINTMENT

REQUISITION NO. 88-11881
POSITION NO. 00017 //

<input checked="" type="checkbox"/>	CLASSIFIED SERVICE
<input type="checkbox"/>	UNCLASSIFIED SERVICE

<input type="checkbox"/>	EMERGENCY (MAXIMUM 10 DAYS)
<input type="checkbox"/>	THRU
<input type="checkbox"/>	TRANSIENT (MAXIMUM 3-MONTHS)
<input type="checkbox"/>	THRU
<input checked="" type="checkbox"/>	PERMANENT

C.F.A. 421B

<input type="checkbox"/>	CONDITIONAL (FORMER INCARCENTION LEAVE)
<input type="checkbox"/>	PART TIME

ORGANIZATION DEPARTMENT OF STREETS	ORGN. CODE 5356-101	PROPOSED TITLE OF POSITION PARKING CONTROL SUPV. I	CLASS. CODE C7164
NEW POSITION <input checked="" type="checkbox"/>	REPLACEMENT <input type="checkbox"/>	NAME OF FORMER INCUMBENT	PROPOSED SALARY CASH \$ 1183.00 PER MO. MAINTENANCE VALUE PER

DESCRIBE THE SPECIFIC DUTIES AND RESPONSIBILITIES OF THE POSITION, THE NATURE OF THE POSITION CHANGES PERIODICALLY. THEREFORE A NEW JOB DESCRIPTION SHOULD BE PREPARED EACH TIME A POSITION IS TO BE FILLED.

SUPERVISES A NUMBER OF PARKING CONTROL OFFICERS ENGAGED IN ENFORCING PARKING REGULATIONS THROUGHOUT THE CITY. ISSUES AND MAINTAINS RECORDS ON TICKET BOOKS. INSTRUCTS OFFICERS IN TICKET COMPLETION AND IN OTHER PHASES OF WORK. PATROLS AREA IN MOTOR VEHICLE AND PROVIDES SUPPORT TO OFFICERS AND COMMUNICATION LINK TO OFFICE OR POLICE DEPT. CHECKS TICKETS PRODUCED BY OFFICERS. REPORTS SIGNS IN NEED OF REPAIR. RELATED WORK AS REQUIRED. DRIVER'S LICENSE REQUIRED.

take off transient put on permanent

CAO BUDGET AUTHORIZATION <i>[Signature]</i>	DATE OF BUDGET AUTHORIZATION 9/23/88	SIGNATURE OF EMPLOYER FOR TRANSFER, PROMOTION, DEMOTION
--	---	---

THIS SPACE FOR USE OF CIVIL SERVICE DEPARTMENT.			
ALLOCATION BY C7	SALARY \$1183.00	APPROVED, DIRECTOR OF PERSONNEL <i>[Signature]</i>	DATE 9-15-88
NAME & TITLE OF APPOINTING AUTHORITY VERETT, DIRECTOR OF STREETS	SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE <i>[Signature]</i>		DATE OF SUBMISSION 9-15-88
	DATE EFFECTIVE 8-1-88	NAME ZEPHORIAH WASHINGTON	

ONLY IF PRIOR APPROVAL IS GIVEN BY CIVIL SERVICE DEPT.							
<input type="checkbox"/>	TRANSIENT	<input type="checkbox"/>	REINSTATEMENT	<input type="checkbox"/>	EMERGENCY	<input type="checkbox"/>	UNCLASSIFIED
NAME ZEPHORIAH WASHINGTON	ADDRESS [Redacted]	TELEPHONE NUMBER [Redacted]	DATE OF APPOINTMENT 8-1-88	SALARY \$1183.00MO	EMPLOYEE SOC. SEC. NO. [Redacted]		

NAME & TITLE OF APPOINTING AUTHORITY BETTY JO EVERETT, DIRECTOR DEPARTMENT OF STREETS	SIGNATURE OF APPOINTING AUTHORITY OR REP <i>[Signature]</i>	DATE 9-15-88
THIS SPACE FOR USE OF CIVIL SERVICE DEPT.		
APPOINTMENT NOTED RANS-PI (51-27)	NO DATA ENTRY	DATE 9-15-88

REVIEWED BUDGET CONTROL
[Signature]
ASSISTANT C.A.O.

Review purposes only
[Signature]
CIVIL SERVICE

RECEIVED
OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
SEP 15 3 58 PM '88

Kathleen 6-13-91

Series 2-10-98

PERSONNEL ACTION FORM

EMPLOYEE ACTION TAKEN			
NEW EMPLOYEE	<input type="checkbox"/> A	STATUS	<input checked="" type="checkbox"/> CX
TERM. EMPLOYEE	<input type="checkbox"/> D	NEW SSN	<input type="checkbox"/> E

EMPLOYEE NAME	
EDMONDS, ZERRORIAN	
EMPLOYEE SOCIAL SECURITY NUMBER	

EFFEKTIVE DATE OF THIS FORM	MO.	DAY	YR.	ORGANIZATION
	01	25	98	5356-101

PERSON FILING IN THIS FORM		PHONE	DEPT.
D. Duncan		6842	Public Works

PERSONAL HISTORY												
EMPLOYEE CATEGORY			CODE	EMPLOYEE STATUS			CODE	POSITION NUMBER	REQUISITION NUMBER			
PARKING SUPV. II				C7165				3	9836172			
EMPLOYEE CLASSIFICATION												
		CODE	SEX	ETHNIC ORG.	MAJOR STATUS	CITIZEN	SEE SOURCE	SERVICE RATING				
RELIGION	EDUC. LEVEL	HIGH DEGREE CODE	HIGH DEGREE MAJOR	HIGH DEGREE INST.	HIGH DEGREE YR.	OTHER DEGREE CODE	OTHER DEGREE MAJOR	OTHER DEGREE INST.	OTHER DEGREE YR.			
CIVIL SERVICE STATUS	SKILL 1 CODE	SKILL 2 CODE	SKILL 3 CODE	LANG. CODE	LANG. 2 CODE	LANG. 3 CODE	LIC. 1 CODE	LIC. 2 CODE	LIC. 3 CODE	HANDICAP	HANDICAP	
6												

SERVICE DATES															
ORIG. HIRE DATE			CONS. SER. DATE			CURRENT APP. DATE			PREV. HIRE DATE			TENTAT. AWARD DATE			
MO.	DAY	YR.	MO.	DAY	YR.	MO.	DAY	YR.	MO.	DAY	YR.	MO.	DAY	YR.	
						01	25	98				18	01	25	98
TERMINATION REASON		CODE	TERMINATION DATE		MONTH	LEAVE CODE		NEW SOCIAL SECURITY NUMBER							

PAYROLL DATA																	
PAYROLL GROUP	PAYROLL INDUSTRY	FEDERAL TAX CODE	INDUS. UNEMP.	STAT. UNEMP.	STATE UNEMP.	FED. UNEMP.	BASE PAY	HOURS	PERSON CODE	PLT. PAY	STAND. IRT.	MILL. CODE	REG. CAR.	ADJ. AMOUNT	FED. TAX	FED. WITH. TAX	FED. WITH. ADM'T. AMOUNT
ADJ. AMOUNT	ADJ. AMOUNT	FED. TAX	FED. WITH. TAX	FED. WITH. ADM'T. AMOUNT													

SECONDARY CLASSIFICATIONS													
CLASS CODE	CLASS CODE	RANGE	STEP	HOURLY RATE	BASE SALARY	OTE							
CLASS CODE	CLASS CODE	RANGE	STEP	HOURLY RATE	BASE SALARY	OTE							

NAME & TITLE OF DEPARTMENT OFFICER		DATE OF SUBMISSION
		1-16-98
<p><i>[Signature]</i></p>		<p><i>[Signature]</i></p> <p>FEB 17 1998</p> <p>6-3-98</p>

Serial 2-10-98

PERSONNEL REQUISITION & APPOINTMENT REPORT

CITY OF NEW ORLEANS
TYPE OF APPOINTMENT

REQUISITION NO. 98-2172
POSITION NO. 3

CLASSIFIED SERVICE
 UNCLASSIFIED SERVICE

EMERGENCY (MAXIMUM 30 DAYS)
 TRANSIENT (MAXIMUM 3 MONTHS)
 PERMANENT

CONDITIONAL WORKING (INCUMBENT ON LEAVE)
 PART TIME

ORGANIZATION: **DEPARTMENT OF PUBLIC WORKS** ORGAN CODE: **9356-10** PROPOSED TITLE OF POSITION: **PARKING SUPV. II** CLASS CODE: **C7165**
 NEW POSITION: REPLACEMENT: NAME OF FORMER INCUMBENT: _____ PROPOSED SALARY: **CASH \$ 1500.00** PER: **Mo.** MAINTENANCE: _____ FEE: _____

DESCRIBE THE SPECIFIC DUTIES & RESPONSIBILITIES OF THE POSITION THE NATURE OF THE POSITION CHANGES PERIODICALLY THEREFORE A NEW JOB DESCRIPTION SHOULD BE PREPARED EACH TIME A POSITION IS TO BE FILLED.
RESPONSIBLE SUPERVISORY OWRK DIRECTING, COORDINATING, PLANNING AND SUPERVISING THE DAILY ACTIVITIES OF A LARGE WORK GROUP OF WORKERS IN SPECIALIZED SECTION OF A UNIT WITHIN THE DEPARTMENT OF PUBLIC WORKS, PARKING DIVISION ENGAGED IN PARKING MANAGEMENT AND PARKING ENFORCEMENT THROUGHOUT THE CITY OF NEW ORLEANS, AND OTHER RELATED DUTIES AS MAY BE REQUIRED.

No eligible list exists at this time for this class of positions. You are at liberty to make (a) provisional appointment (b). This approval expires 30 days from the date shown above if no appointment is made.

CAO BUDGET AUTHORIZATION: _____ DATE OF BUDGET AUTHORIZATION: **1-22-98**
 SIGNATURE OF APPOINTING AUTHORITY: _____ SIGNATURE OF EMPLOYER FOR TRANSFER FROM OR DEMOTION: _____

ALLOCATION: **Parking Supervision C-7165** BY: **RA** SALARY: **\$1292.00** APPROVED, DIRECTOR OF PERSONNEL: _____ DATE: _____
 NAME & TITLE OF APPOINTING AUTHORITY: **DAVID F. FERGUSON, DIRECTOR DEPT. OF PUBLIC WORKS** SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE: **Diane M. Fowler** DATE OF SUBMISSION: **1-16-98**

CHECK TYPE OF APPOINTING ONLY IF PRIOR APPROVAL IS GIVEN BY CIVIL SERVICE DEPT.
 TRANSFER PROMOTION REASSIGNMENT EMERGENCY UNCLASSIFIED

NAME	ADDRESS	TELEPHONE NUMBER	DATE OF APPOINTMENT	SALARY	EMPLOYEE SOC. SEC. NO.
Zephorah Edmonds	_____	_____	01-25-98	\$1500.00	_____

NAME & TITLE BY APPOINTING AUTHORITY: **DAVID F. FERGUSON, DIRECTOR** SIGNATURE OF APPOINTING AUTHORITY OR REP: **Diane M. Fowler** DATE: **1-16-98**
 THIS SPACE FOR USE OF CIVIL SERVICE DEPT. (APPOINTMENT NOTED) _____ **FEB 02 1998**

1-22-98 to 1-30-98
 RECEIVED
 CIVIL SERVICE
 NEW ORLEANS, LA

Serial 2-10-98

Interoffice
M E M O R A N D U M

To: Brian Firstley DEPT: Civil Service
From: Diane M. Lawless DEPT: Public Works
Subject: Additional Information On Provision Appointments For Public Works Employees
Date: January 27, 1998

The following information has been provided to you as you requested regarding specific duties that are performed by the provisional Parking Supervisor II's listed below:

Brenda Bolden: [Redacted] Reg. # 98-36171 Org. Code: 5359

Overall supervision and coordination of the Almonaster Impoundment Unit. Assist Parking Section Manager in coordinating quarterly auctions of impounded vehicles. Supervises staff in processing necessary paperwork for all vehicles involved in crime scenes; oversees the storage and housing of vehicles recovered in crimes for the NOPD at this Parking Impoundment Facility. This facility is opened seven (7) days a week, twenty-four (24) hours a day.

Zepporiah Edmonds: [Redacted] Reg. # 98-36172 Org. Code: 5356

Functions as the Training Facilitator for all new Parking Control Officer Recruits, and other Parking Division personnel involved in enforcement of the City Of New Orleans Parking Ordinance. Coordinates all on-going training specifically design for Parking Control staff with the assistance of management.

Veronica Thomas: [Redacted] Reg. # 98-36173 Org. Code: 5356

Supervises and coordinates the daily operations of the Parking Division's Abandoned and Junk Vehicles Unit. Ensures removal of abandoned vehicles from city streets and residential neighborhoods. Assist in coordinating special clean-up sweeps of junked and abandoned vehicles in targeted areas of the city, etc.

I trust that this information is sufficient to expedite these employees provisional appointments. Please call me if you require additional information or clarification. Your cooperation in this matter is greatly appreciated.

Diane M. Lawless
Diane M. Lawless
Human Resources Manager

PERSONAL HISTORY RECORD
DEPARTMENT OF CITY CIVIL SERVICE
 1300 Perdido St. New Orleans, La. 70112
 APPLICATION OFFICE - BWO4*MAIN OFFICE-7W03

SOCIAL SECURITY NUMBER _____

Fill in with typewriter or ink.
Be sure to complete all items accurately.

INSTRUCTIONS: When completed, this form should be filed with the Department of City Civil Service together with your Application for Examination (CS-13). It will NOT be necessary for you to submit another Personal History Record, regardless of the number of examinations you may take from time to time. When making application for future examinations, however, it will be necessary to file a Supplementary Data form (CS-2) with any information not previously included.

PLEASE PRINT

1. NAME	Edmonds (Last) LeBlanc (First) Annette (middle/maiden)	
2. ADDRESS		4. DATE OF BIRTH
(City) _____ (State) _____ (Zip) _____		6/30/63 (month) (day) (year)

FOR STATISTICAL PURPOSES ONLY

5. SEX <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male	6. RACE <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input checked="" type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/> Other	
7. Are you a U.S. citizen? Yes <input checked="" type="checkbox"/> No _____	8. Are you a qualified voter of the City of New Orleans? Yes <input checked="" type="checkbox"/> No _____	
If "no", do you possess a current work visa? Yes _____ No _____		
9. Have you ever been convicted of any offenses other than minor traffic violations? If "yes", offense(s) _____ conviction date(s) _____	Yes _____ No <input checked="" type="checkbox"/>	

10. EDUCATION AND TRAINING

Circle last grade completed	Name and Address of School	Last year attended	High School diploma or G.E.D. received?
1 2 3 4 5 6 7 8 9 10 11 <input checked="" type="checkbox"/> 12	John H. Martin H.S. 1108 Shreveburg Rd.	1981	Yes <input checked="" type="checkbox"/> No _____
Name of College or University	Location	Major: Print Journalism Minor: Television Degree:	Highest year completed: Graduated
SUNO	6405 Press Dr.		Year attended From 1999 To 2001
Graduate School	Location	Program of Study:	Semester Hours Credit
		Degree:	Year attended From _____ To _____
Business, Trade, Other School	Program of Study	Length of Program	% Completed
			Year Completed

11. List any special job-related skills that you have acquired which are not covered above:
Highly skilled and trained in public relations and conflict resolution. 15 yrs of

12. List any special licenses which you hold: experience in supervision and fleet management

13. Do you possess a valid Louisiana driver's license? Yes No _____ If "yes", what class? _____

14. AFTER HAVING READ and COMPLETED VETERAN PREFERENCE CLAIM form, do you claim Veteran's Preference?
 (Veteran Preference Claim form available from Room BW04) Yes _____ No

If "yes", which of the following is basis of eligibility?

Honorably discharged veteran _____	Unremarried widow or widower of veteran _____
Disabled veteran _____	Unremarried widow, divorced, or separated _____
Spouse of disabled veteran _____	parent of person who died or became totally disabled in active service _____

15. List any special accommodations you may need for testing (e.g. sign language, interpreting, etc.)

EMPLOYMENT RECORD. Beginning with your most recent employment, list below your work experience. Attach additional sheets if necessary. Be specific and complete. IF JOB CONSISTED OF MORE THAN ONE MAJOR RESPONSIBILITY, PLEASE INDICATE WHAT PERCENTAGE (%) OF TIME WAS SPENT ON EACH RESPONSIBILITY. IF JOB INCLUDED SUPERVISORY RESPONSIBILITY, PLEASE INDICATE THE NUMBER AND TITLES OF EMPLOYEES SUPERVISED.

CURRENT OR MOST RECENT EMPLOYMENT

Company City of N.O. Monthly Salary \$2800.00
 Address 1300 Perdido St Title Admin. Analyst
 Duties: (See above instructions.) Currently serving as parking Operations Chief in the Dept. of Public Works Parking Division. Also served as Equipment and Vehicle Coordinator for 15 yrs as an Analyst and parking supervisor. From 5 (month) 84 (year)
 To Present (month) (year)
 Full-time 1 Part-time _____
 If part-time number of hours per week _____
 Name of immediate supervisor Victoria B. Salony Are you still employed? Yes
 May we contact the company? Yes

Company _____ Monthly Salary _____
 Address _____ Title _____
 Duties: (See above instructions.) _____ From _____ (month) (year)
 To _____ (month) (year)
 Full-time _____ Part-time _____
 If part-time number of hours per week _____
 Name of immediate supervisor _____

Company _____ Monthly Salary _____
 Address _____ Title _____
 Duties: (See above instructions.) _____ From _____ (month) (year)
 To _____ (month) (year)
 Full-time _____ Part-time _____
 If part-time number of hours per week _____
 Name of immediate supervisor _____

Company _____ Monthly Salary _____
 Address _____ Title _____
 Duties: (See above instructions.) _____ From _____ (month) (year)
 To _____ (month) (year)
 Full-time _____ Part-time _____
 If part-time number of hours per week _____
 Name of immediate supervisor _____

17. I hereby certify that this form contains no willful misrepresentation or falsification; that information given by me is true and complete to the best of my knowledge and belief. I am aware that, should investigation at any time disclose any such, misrepresentation or falsification, my application may be rejected, my name may be removed from the employment list and I may be disqualified from applying in the future for positions in the civil service of the City of New Orleans.

IMPORTANT: Check to see that you have completed each item accurately. Your examination grade may depend upon the information you have given.

Signature [Handwritten Signature]
 Date 7/16/04

Index 3-15-84

CS-1
Rev. 5-83

PERSONAL HISTORY RECORD
DEPARTMENT OF CITY CIVIL SERVICE
1300 Perdido St., New Orleans, La. 70112
Room 1W14

SOCIAL SECURITY NUMBER
[REDACTED]

Fill in with typewriter or ink.
Be sure to complete all items
accurately.

INSTRUCTIONS: When completed, this form should be filed with the Department of City Civil Service together with your Application for Examination (CS-13). It will NOT be necessary for you to submit another Personal History Record, regardless of the number of examinations you may take from time to time. When making application for future examinations, however, it will be necessary to file a Supplementary Data form (CS-2) with any information not previously included.

1. PLEASE PRINT NAME Washington Zepporah Addison (last, first, middle) 3. PHONE [REDACTED]

2. ADDRESS [REDACTED] (city) [REDACTED] (state) [REDACTED] 4. DATE OF BIRTH (month) (day) (year)
6 30 63

5. SEX Female Male 6. RACE American Indian Black White Asian Hispanic Other

7. Are you a U.S. citizen? Yes No
If "no", do you possess a current work visa? Yes No

8. Are you a qualified voter of the City of New Orleans? Yes No
9. Have you ever been convicted of any offenses other than minor traffic violations? Yes No
If "yes", offense(s) _____ conviction date(s) _____

10. EDUCATION AND TRAINING

Circle last grade completed 1 2 3 4 5 6 7 8 9 10 11 12 12 Name and Address of School John Marshall High School Last year attended 1981 High School diploma or G.E.D. received? Yes No
1108 Shreveport Rd.

Name of College or University Southern University, N.O. Location LA Major: Off. Mgmt. Highest year completed 1984 Years Attended From 1982 To 1985
1200 Press Drive Degree: _____

Graduate School N/A Location _____ Program of Study: _____ Semester Hours Credit _____ Years Attended From _____ To _____ Degree: _____

Business, Trade, Other School N/A Program of Study: _____ Length of Program _____ % Completed _____ Year Completed _____

11. List any special job-related skills that you have acquired which are not covered above: _____

12. List any special licenses which you hold: _____

13. Do you possess a valid Louisiana driver's license? Yes No If "yes", what class? _____

14. AFTER HAVING READ and COMPLETED VETERAN PREFERENCE CLAIM form, do you claim Veteran's Preference? (Veteran Preference Claim form available from Room 1W14) Yes No

If "yes", which of the following is basis of eligibility?
Honorably discharged veteran _____ Unremarried widow or widower of veteran _____
Disabled veteran _____ Unremarried widow, divorced, or separated parent of person who died or became totally disabled in active service _____
Spouse of disabled veteran _____

15. List any special accommodations you may need for testing (e.g. sign language, interpreting, etc.)
None

THIS FORM WILL NOT BE COMPLETE UNLESS SIGNED AND DATED ON THE REVERSE SIDE

Linda 3-15-84

EMPLOYMENT RECORD. Beginning with your most recent employment, list below your work experience. Attach additional sheets if necessary. Be specific and complete. IF JOB CONSISTED OF MORE THAN ONE MAJOR RESPONSIBILITY, PLEASE INDICATE WHAT PERCENTAGE (%) OF TIME WAS SPENT ON EACH RESPONSIBILITY. IF JOB INCLUDED SUPERVISORY RESPONSIBILITY, PLEASE INDICATE THE NUMBER AND TITLES OF EMPLOYEES SUPERVISED.

CURRENT OR MOST RECENT EMPLOYMENT

Company: Bob Gaines Detailing
Address: 2312 N. Causeway
Duties: (See above instructions.) Mornings: Answered phone, made appointments, ran errands, pick up cars. Evenings: Delivered cars.
Name of immediate supervisor: Bob Gaines
Are you still employed? NO
May we contact the company? YES

Monthly Salary: \$700.00
Title: Driver/Receptionist
From: 07/83 (Month) (Year)
To: 02/84 (Month) (Year)
Fulltime: Part-time:
If part-time, number of hours per week: _____

Company: A & P Food Store
Address: Carrollton Shopping Center
Duties: (See above instructions.) Cashing
Name of immediate supervisor: Sylvia Adams

Monthly Salary: \$386.400
Title: Cashier
From: 03/83 (Month) (Year)
To: 02/83 (Month) (Year)
Fulltime: Part-time:
If part-time, number of hours per week: 20-25

Company: C & F Grocery
Address: 3500. Clearbome St.
Duties: (See above instructions.) Working with payroll, cashing and training other cashiers
Name of immediate supervisor: Lola Burton

Monthly Salary: \$650.00
Title: Head Cashier (Assistant)
From: 06/81 (Month) (Year)
To: 02/83 (Month) (Year)
Fulltime: Part-time:
If part-time, number of hours per week: 30-35

Company: First Parish Court
Address: 33100 Clearview Parkway
Duties: (See above instructions.) Typing, filing and assisting deputy clerks
Name of immediate supervisor: _____

Monthly Salary: \$400.00
Title: General Clerk
From: 06/80 (Month) (Year)
To: 02/81 (Month) (Year)
Fulltime: Part-time:
If part-time, number of hours per week: 25-30

17. I hereby certify that this form contains no willful misrepresentation or falsification; that information given by me is true, and complete to the best of my knowledge and belief. I am aware that, should investigation at any time disclose any such misrepresentation or falsification, my application may be rejected, my name may be removed from the employment list and I may be disqualified from applying in the future for positions in the civil service of the City of New Orleans.

IMPORTANT: Check to see that you have completed each item accurately. Your examination grade may depend upon the information you have given.

Signature: M. Zappone, D. Washington
Date: 03-12-84

Cheryl 4-6-12-84

PERSONNEL REQUISITION
& APPOINTMENT REPORT

CITY OF NEW ORLEANS
TYPE OF APPOINTMENT

REQUISITION NO. 84-17820V
POSITION NO. 00019

CLASSIFIED SERVICE
 UNCLASSIFIED SERVICE

EMERGENCY (MAXIMUM 10 DAYS)
 THRU
 TRANSIENT (MAXIMUM 3 MONTHS)
 THRU
 PERMANENT

CONDITIONAL (FORMER)
INCUMBENT ON LEAVE
 PART-TIME

ORGANIZATION
DEPARTMENT OF STREETS

ORGN. CODE 5356-101 PROPOSED TITLE OF POSITION PARKING CONTROL AIDE

CLASS CODE 07163

NEW POSITION REPLACEMENT

NAME OF FORMER INCUMBENT
SHARON MYLES

PROPOSED SALARY
CASH \$ 782.00 PER MO.

MAINTENANCE
VALUE PER

DESCRIBE THE SPECIFIC DUTIES AND RESPONSIBILITIES OF THE POSITION, THE NATURE OF THE POSITION CHANGES PERIODICALLY, THEREFORE A NEW JOB DESCRIPTION SHOULD BE PREPARED EACH TIME A POSITION IS TO BE FILLED.
WRITES TICKETS ON ILLEGALLY PARKED VEHICLES THROUGHOUT THE CITY. LEARNS APPROX. THIRTY SECTIONS OF CHAPTER 38 OF THE CODE OF THE CITY OF NEW ORLEANS AND THE ENFORCEMENT OF VIOLATIONS OF THESE SECTIONS. KEEPS ILLEGAL PARKING TO A MINIMUM TO FACILITATE THE SMOOTH FLOW OF TRAFFIC. WRITING OF REPORTS IN CONNECTION WITH WORK ON STREETS. ABLE TO DEAL WITH PUBLIC WITH COURTESY AND TACT. MUST HAVE LEGIBLE HANDWRITING TO WRITE PARKING VIOLATIONS. MUST BE ABLE TO WORK ASSIGNED BEAT FOR A FULL WORK DAY. RELATED WORK AS REQUIRED. DRIVER'S LICENSE REQUIRED.

GAO BUDGET AUTHORIZATION

DATE OF BUDGET AUTHORIZATION
4/2/84

SIGNATURE OF APPOINTING AUTHORITY, RELEASING EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION

SIGNATURE OF EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION

ALLOCATION

Port Authority
C7163 Control Officer

THIS SPACE FOR USE OF CIVIL SERVICE DEPARTMENT

BY mm

SALARY \$782.00

APPROVED DIRECTOR OF PERSONNEL
John G. Belton

DATE MAY 10 1984

NAME & TITLE OF APPOINTING AUTHORITY

ROBERT J. SOUMAN, DIRECTOR
DEPARTMENT OF STREETS

SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE

James S. More

DATE OF SUBMISSION
3/21/84

CHECK TYPE OF APPOINTING ONLY IF PRIOR APPROVAL IS GIVEN BY CIVIL SERVICE DEPT.

PROVISIONAL TRANSIENT REINSTATEMENT EMERGENCY UNCLASSIFIED

NAME	ADDRESS	TELEPHONE NUMBER	DATE OF APPOINTMENT	SALARY	EMPLOYEE'S SOC. SEC. NO.

NAME & TITLE OF APPOINTING AUTHORITY

SIGNATURE OF APPOINTING AUTHORITY OR REP.

DATE

THIS SPACE FOR USE OF CIVIL SERVICE DEPT.

APPOINTMENT NOTED
NAME #1 (6-1-77)

BY John G. Belton

DATE MAY 20 1984

RECEIVED CIVIL SERVICE DEPT. NEW ORLEANS MAY 23 9 04 AM '84

RECEIVED CIVIL SERVICE DEPT. NEW ORLEANS MAY 30 10 05 AM '84

CIVIL SERVICE

Cheryl 6-12-84

LISTED BELOW ARE ELIGIBLES FOR APPOINTMENT. IN REPORTING ACTION TAKEN THE FOLLOWING CODE IS RECOMMENDED:

A - Appointed: C - Considered: D - Declined: F - Failed To Reply Requisition No. 84-17820

Name	Address	Telephone Number	Action Taken	Date of Appt.	Salary	Employee Soc. Security No.	
MAY 9, 1984							
EMPLOYMENT REGISTER:							
Colin Kennedy*	[REDACTED]	[REDACTED]	B	[REDACTED]	[REDACTED]	[REDACTED]	
George F. McClain*			B				
John J. Robinson*			B				
Willie W. White, Jr.**			B				
Jacqueline M. Hall**			B				
Shirley R. Hubbard**			D				
Veronica Lewis**			D				
Debra P. Lockett**			D				
Gregory J. Matthews**			C				
Larry J. Moranz**			D				
Shirley M. Peters**			F				
Zepporah A. Washington**			A				
Kerry L. Brignac***			5/20/84				\$782.00
Lawrence C. Rout, Jr.***			MO.				[REDACTED]
Michael A. Williams***			[REDACTED]				[REDACTED]
Melvin Zardies, Jr.***	[REDACTED]	[REDACTED]					
*TIED							
**TIED							
***TIED							

Name & Title of Appointing Authority
HAROLD J. GORMAN, DIRECTOR
DEPARTMENT OF STREETS

Signature of Appointing Authority or Rep.

Gerry S. Man

Date
5/21/84

Jackie 4-16-98

CERTIFICATION OF ELIGIBLES--DEPARTMENT OF CITY CIVIL SERVICE
EXAM#: 7090/7165 TITLE: PARKING SUPERVISOR II
Reg#: 98-36192 EFFECTIVE: 03/24/98 EXPIRES: 05/11/98
NOTE: PROMOTIONAL REGISTER

COMPETITIVE REGISTER (same register category/residency code/rankband tied)
A = preferred re-employment R = resident OR perm employee on prom list
B = re-employment S = non-resident
C = promotional D = employment

3-22-98 [redacted] 1500.00
DATE OF APPOINTMENT EMPLOYEE'S SOC. SEC.# SALARY

David P. Ferguson *Dr. M. L. Lantier* 3-30-98
NAME-TITLE, APPOINTING AUTHORITY//SIGNATURE, APPOINTING AUTHORITY//DATE

VERONICA C. THOMAS	[redacted]	RegCateg C ResiCode R Rankband 1	
ZEPHERAH A. EDMONDS	[redacted]	RegCateg C ResiCode R Rankband 1	A
GLORIA BRUMFIELD	[redacted]	RegCateg C ResiCode R Rankband 1	
BETTY A. SOLOMON	[redacted]	RegCateg C ResiCode R Rankband 2	

Jackie 4-16-98

PERSONNEL REQUISITION
& APPOINTMENT REPORT

CITY OF NEW ORLEANS
TYPE OF APPOINTMENT

REQUISITION NO. 4834-192
POSITION NO. 26

<input checked="" type="checkbox"/>	CLASSIFIED SERVICE
<input type="checkbox"/>	UNCLASSIFIED SERVICE

EMF

EMERGENCY (MAXIMUM 10 DAYS) THRU _____

TRANSIENT (MAXIMUM 3 MONTHS) THRU _____

PERMANENT THRU _____

CIA 3/31/01

CONDITIONAL (FORMER INCUMBENT ON LEAVE)

PART-TIME

ORGANIZATION DEPARTMENT OF PUBLIC WORKS	ORG. CODE 5356-101	PROPOSED TITLE OF POSITION PARKING SUPV. II	CLASS CODE C7165
NEW POSITION <input type="checkbox"/>	REPLACEMENT <input checked="" type="checkbox"/>	NAME OF FORMER INCUMBENT ZEPHORAH EDMONDS	IN POSITION MAINTENANCE
PROPOSED SALARY CASH \$1500.00 PER MO.		VALUE	PER

DESCRIBE THE SPECIFIC DUTIES & RESPONSIBILITIES OF THE POSITION THE NATURE OF THE POSITION, CHANGES PERIODICALLY THEREFORE A NEW JOB DESCRIPTION SHOULD BE PREPARED EACH TIME A POSITION IS TO BE FILLED. RESPONSIBLE SUPERVISORY WORK DIRECTING, COORDINATING, PLANNING AND SUPERVISING THE DAILY ACTIVITIES OF A LARGE WORK GROUP OF WORKERS IN A SPECIALIZED SECTION OF A UNIT WITHIN THE DEPARTMENT OF PUBLIC WORK, PARKING DIVISION ENGAGED IN PARKING MANAGEMENT AND PARKING ENFORCEMENT THROUGHOUT THE CITY OF NEW ORLEANS, AND OTHER RELATED DUTIES AS MAY BE REQUIRED.

FOR THE PROBATIONARY PROMOTION OF ZEPHORAH EDMONDS; SS

ORG. BUDDY <i>R. J. [Signature]</i>	DATE OF BUDDY ASSIGNMENT 3-24-98
SIGNATURE OF APPOINTING AUTHORITY (RELEASED EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION)	SIGNATURE OF EMPLOYEE FOR TRANSFER, PROMOTION, DEMOTION

THIS SPACE FOR USE OF CIVIL SERVICE DEPARTMENT			
ALLOCATION Parking Supervisor II	BY <i>[Signature]</i>	SALARY \$1,292.00	APPROVED, DIRECTOR OF PERSONNEL <i>[Signature]</i>
DATE MAR 27 98	DATE OF SUBMISSION 3-18-98	SIGNATURE OF APPOINTING AUTHORITY OR REPRESENTATIVE <i>David M. Landon</i>	
NAME & TITLE OF APPOINTING AUTHORITY DAVID F. FERGUSON, DIRECTOR DEPT. OF PUBLIC WORKS	DATE EFFECTIVE	NAME	

CHECK TYPE OF APPOINTING ONLY IF PRIOR APPROVALS GIVEN BY CIVIL SERVICE DEPT.

<input type="checkbox"/> PROVISIONAL	<input type="checkbox"/> TRANSIENT	<input type="checkbox"/> REINSTATEMENT	<input type="checkbox"/> EMERGENCY	<input type="checkbox"/> UNCLASSIFIED
NAME	ADDRESS	TELEPHONE NUMBER	DATE OF APPOINTMENT	SALARY

NAME & TITLE OF APPOINTING AUTHORITY	SIGNATURE OF APPOINTING AUTHORITY OR REP.	DATE

THIS SPACE FOR USE OF CIVIL SERVICE DEPT.	BY <i>[Signature]</i>	DATE APR 08 1998
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APPOINTMENT NOTED

3-24-98 CP PA 3/29/98, C1 3/20/98, 3/27/98 DE MAR 27 1998

3-30-98 CP 3/31/98, C2 4-9-98 CP PA 4/1/98 DE 4-7-98

SHV [Stamp]

1-30 [Stamp]

Callery 6-5-89

PAYROLL/PERSONNEL

NAME/ADDRESS
CHANGE FORM

CITY OF NEW ORLEANS

PREPARED BY

DATE

02

ZEPPORAH A. WASHINGTON

EMPLOYEE NAME/OWNER NAME

[REDACTED]

050589

EFF. DATE

ACTION

A NEW HIRE

B DATA CHANGE

D LI DATE

E SAVINGS BOND DATA

1

EDMONDS

LAST NAME

ZEPPORAH

FIRST NAME

MI

[REDACTED]

58711835

OFFICE PHONE

81A1AM

BLDG. LOCATION

2

[REDACTED]

[REDACTED]

CITY

ST.

ZIP

By my signature hereon, I certify that I have been informed of the City's policy on employee residency and that I am aware of the consequences of any violations of that policy.

3

[REDACTED]

LOCAL MAILING ADDRESS

[REDACTED]

RECEIVED
CIVIL SERVICE DEPT.
NEW ORLEANS
MAY 26 10 25 AM '89

4

~~JOHN~~ EDMONDS

SAVINGS BOND BENEFICIARY/OWNER

EDMONDS

JOHN

FIRST NAME

MI

O/B

COMMENTS:

Requesting name change from Zepporah A. Washington to Zepporah A. Edmonds due to a recent marriage

EMERGENCY CONTACT

BEATRICE ADISON

Mother
RELATIONSHIP

[REDACTED]

Dr. Marcel Bacchus

DOCTOR'S NAME

Zepporah A. Edmonds
EMPLOYEE'S SIGNATURE

5-25-89

DATE

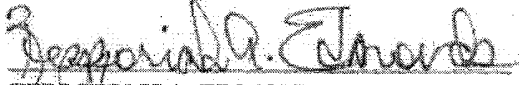
RAMS-PS (5-1-77)

3-11-94 Callery

INTER-OFFICE MEMORANDUM

DATE: 10/17/2014

TO: CEDRIC S. GRANT, DEPUTY MAYOR OF FACILITIES, INFRASTRUCTURE
AND COMMUNITY DEVELOPMENT

FROM: 
ZEPPORAH A. EDMONDS, CAPP
PARKING ADMINISTRATOR

RE: REQUEST FOR A RESPONSE TO GRIEVANCE LETTER

RECEIVED
CIVIL SERVICE DEPT
NEW ORLEANS
2014 OCT 20 A 11: 27

On Monday, September 29, 2014, I submitted an Employee Grievance Form and supporting documents to my supervisor, LTC Mark Jernigan, Public Works Director. This grievance was filed in accordance with CAO Policy Memorandum No. 4 - Grievance Procedure for the City of New Orleans and as a part of my ongoing efforts to resolve numerous workplace issues that I have been experiencing since April 2014. Through my submission of very detailed documentation, I believe that I was able to validate numerous reports and complaints regarding Ms. Linda Copeland's lack of professionalism over the past several months. This documentation also demonstrates how LTC Jernigan has been complicit with Ms. Copeland's inappropriate conduct even after receiving continuous reports of her unprofessionalism and questionable actions/comments. Furthermore, with the authority that LTC Jernigan assigned to Ms. Copeland, I have been the object of her attention and retaliation.

LTC Jernigan responded to my grievance in writing on September 30, 2014. Although his timely response was appreciated, it did not address my concerns in reference to the retaliatory acts, harassment, communication issues and other matters that I cited on my grievance form. Sadly, the hostile working environment and retaliation escalated after I filed my grievance. Consequently, the stressful conditions under which I am forced to work have now risen to an almost unendurable level.

In my continued effort to seek a remedy to these ongoing work related issues, I forwarded my original grievance form and all supporting documents to your attention as the immediate supervisor of LTC Jernigan. These documents were hand delivered to your office on October 2, 2014. To date, I have not received your response to my grievance form nor have you acknowledged receiving my documents. I must now respectfully request a formal written response to my grievance without any further delays.

Deputy Mayor Grant, I am a long-term, loyal and dedicated City employee with an unblemished work record that I am earnestly seeking to retain. Through the years, I have worked under your leadership on several projects and assignments; all of which were completed per your direction. I believe that you are familiar enough with my work ethic to know that I am a mission-focused, task-oriented and resolved subordinate. Therefore, I beseech you to reflect upon your personal knowledge of my work ethic and integrity as you investigate and respond to my request for a remedy to the hostile, unfair and stressful conditions under which I am currently working. Despite these difficult working conditions, I have continued to perform my job duties and assignments successfully and in a professional manner. I have been more than patient as I wait for your response; however, the conditions that I reported in my grievance letter have not subsided in any regard.

Throughout my lengthy career with the City of New Orleans, I have always complied with all CAO Policies relative to Employees' Code of Conduct, Departmental Policies/Procedures and all Civil Service Rules regarding *Maintaining of Standards as a City Employee*. I am humbly requesting an official formal written response to the Employee Grievance Form and supporting documents that I hand delivered to your office on October 2, 2014.

As a City employee, I also expect to receive a response to my grievance form so that I will know how to proceed for closure.

I would like to thank you in advance for the time and attention that you will give to this matter.

Cc: Mark D. Jernigan, Public Works Director
Courtney Bagneris, Assistant CAO
Civil Service

APPEAL FORM

City Civil Service
1340 Poydras Street - Suite 900
New Orleans, LA. 70112

RECEIVED
CIVIL SERVICE DEPT
NEW ORLEANS

2015 SEP 14 A 10:15

NAME: Jefferiah Edwards S.S.# [REDACTED]

SIGNATURE: Jefferiah Edwards

ADDRESS: [REDACTED]

CITY & ZIP CODE: [REDACTED] PHONE#: [REDACTED]

DEPARTMENT WHERE DISCIPLINARY ACTION OCCURRED: Public Works

DATE OF DISCIPLINARY LETTER: _____

- | | |
|--|-------------------------------|
| I. Suspension _____ hours OR days (circle one) | IV. Fined _____ |
| II. Dismissed (fired) _____ | V. Forced to Retire _____ |
| III. Demoted _____ | VI. Letter of Reprimand _____ |

PLEASE INCLUDE A COPY OF YOUR DISCIPLINARY LETTER WITH THIS FORM

NOTE: Unless you have permanent status, and have checked one of the items above, you may not have a right to appeal. ("Permanent status" means you have passed a Civil Service test, received a probationary appointment and completed a 6-12 month working test period).

If your appeal is based on charges (1) that you were discriminated against on the basis of political or religious beliefs, race, sex, age, disability or sexual orientation, or (2) that the action you complained about results directly from efforts to report illegal or improper activities, then you must provide certain very specific information or you appeal may be rejected. Speak with someone in the Management Services Division if you have any questions.

SEE REVERSE SIDE

FOR OFFICE USE ONLY

CSD: <u>5-20-1984</u>	DOCKET #: <u>8444</u>
CAD: <u>6-18-2010</u>	SCHEDULED: <u>11-10-15</u>
PED: <u>12-17-2010</u>	H.E. <u>Vie</u>
STATUS: <u>C4236</u>	C.R. <u>Dawn</u>

MISCELLANEOUS: I am appealing the discriminatory treatment, harassment and retaliation by my appointing authority. My appeal is based upon CSR II, Section 18(10.1)
SEE ATTACHED DOCUMENTS

September 11, 2015

Lisa M. Hudson, Personnel Director
City of New Orleans
Department of Civil Service
1340 Poydras Street, Suite 900
New Orleans, LA 70112

RE: Appeal to the Civil Service Commission for "Whistleblower" Protection (Disclosure of Information)

Greetings Ms. Hudson,

My name is Zepporah A. Edmonds, Parking Administrator in the Department of Public Works' Parking Division. I have served in the Parking Division for the past 31 years. I was appointed as the Head of the Parking Division in 2006 on an interim basis and was subsequently placed in a permanent status in 2009.

I wish to appeal to the City of New Orleans Civil Service Commission for protection from the discriminatory treatment that I am being subjected to by my appointing authority, LTC Mark D. Jernigan, P.E., Public Works Director. My appeal to this Commission is being submitted in accordance with Civil Service Rule II, Section 4. Appeals; and Section 10. Employee Disclosure of Information, under the authority granted by Article X, Section 10 of the Constitution of the State of Louisiana.

Attached with this correspondence is a copy of an ethics complaint that I recently filed with the New Orleans Ethics Review Board and the Louisiana Board of Ethics. My ethics complaint is based upon the discriminatory acts in the form of harassment, retaliation, and hostile work environment that began in 2012 when I became a "whistleblower" and escalated in 2014 through the actions of LTC Jernigan and DPW's Human Resources Manager, Ms. Linda Copeland. Due to the inordinate amount of work-related stress and the hostile work environment, my working conditions became unendurable. I have been on sick leave since June 22, 2015.

The full details of my ethics complaint is outlined in my letters to the respective Ethics Review Boards. A thorough examination of these documents will validate my need for protection from the discriminatory acts, the hostility, the undermining of my authority, and the abuse of authority. These documents will also establish when this harassment and retaliation began and the manner in which it was permitted and continued.

My career path is being unfairly disrupted for taking the correct actions for the public interest and for the betterment of our city government. LTC Jernigan has scheduled a Pre-Termination Hearing for me on October 26, 2015, based upon the allegations in the Inspector General's (IG) Investigative Report on PCOs that was released on July 22, 2015. However, I have already proven through the response and supporting documents that I submitted to LTC Jernigan on July 10, 2015 that the IG's report contains numerous false and misleading allegations; including the allegation that the Parking Administrator was uncooperative with the OIG. LTC Jernigan intentionally suppressed my response and is using the IG's inaccurate report as a means to justify imposing the disciplinary action that he has been seeking in retaliation for my "whistleblowing" and for my reports and complaints of misconduct by him; Ms. Linda Copeland and other city officials.

Additionally, the Notice of the Pre-Termination Hearing cites several other conjured allegations that are not only false, but have **never** been presented to me as violations of policies/rules and terminable offenses. As a long-term administrator with 25 years of supervisory experience, I am well versed on employee matters. I am also quite familiar with how our Law Department normally advises departments on most disciplinary matters. Therefore, I am certain that if LTC Jernigan presented this matter in its entirety (*undiluted*) to the Law Department for a true legal opinion, he was advised that there is no plausible rationale for this type of stringent

disciplinary action. He may have been further advised that with all the complaints and grievances that I have filed, his actions could be perceived as retaliatory and as an abuse of his authority. Furthermore, not only would DPW likely lose this matter on appeal, but imposing frivolous or malicious disciplinary action, as in this case, subjects the City to the risk of having to pay attorney's fees and costs up to \$1500.00. [CSR II, Section 4.21(a)].

The ongoing discriminatory acts of harassment, retaliation, hostile work environment and the threat of termination are a direct violation of the Code of Ordinances of the City of New Orleans: Chapter 2, Article VII; Division 3, as listed below.

Subdivision II; Section Sec. 2-741. – State code of ethics.

"The state ethics code (established by R.S. 42:1101) applies to all officials and employees of the city and its various departments, boards, commissions, offices, and other agencies."

Subdivision III; Sec. 2-772(a) – Freedom from reprisal and disclosure of improper acts.

"Any public employee who reports information which the employee reasonably believes is a violation of any ordinance, statute, policy, order, rule, regulation or other ethical mandate shall be free from discipline or reprisal for reporting such acts of alleged impropriety. An employee with authority to hire and fire, supervisor, agency head, or elected official may not subject to reprisal any public employee because of such employee's efforts to disclose such acts of alleged impropriety."

Consequently, I am appealing for the full protection of the Civil Service Commission, which is granted through the Louisiana Constitution, Article X, Section 10 in the provisions of Civil Service Rule II, Section 10 (10.1).

"No employee shall be subjected to discipline or discriminatory treatment by an appointing authority because he or she gives information, testimony or evidence in a prudent manner to appropriate authorities concerning conduct prohibited by law or regulation which he or she reasonably believes to have been engaged in by any person(s). If the employee incurs such treatment despite this admonition, he or she shall have a right of appeal to this Commission."

Protection for "whistleblowers" is also afforded in the provisions of the City Code: Chapter 2, Article VII; Division 3; Subdivision III; Sec. 2-772 (b) – Freedom from reprisal and disclosure of improper acts.

"The provisions of this section are in addition to the protection afforded by the state code of governmental ethics and the rules of the city civil service commission to public employees who report acts of impropriety to the employee's agency head, civil service, the ethics review board, or the state board of ethics for elected officials or commission on ethics for public employees."

As a loyal city employee with 31+ years of unimpeachable classified service to our great city government, I am expecting that my appeal for protection as a "whistleblower" will be granted by the Civil Service Commission. I also trust that this Commission will take the necessary follow-up action to remedy this situation.

Should you have questions, concerns or require additional information, please feel free to contact me via email or on my cellphone . I am available to discuss at your convenience.

Respectfully,



Mrs. Zephoriah A. Edmonds, CAPP, Parking Administrator

CC: Michelle D. Craig, Chairman, Civil Service Commission
Joseph S. Clark, Civil Service Commission
Ronald P. McClain, Civil Service Commission
Tania Tetlow, Civil Service Commission
Cordelia D. Tullous, Civil Service Commission
Amy B. Trepagnier, Deputy Personnel Director, Civil Service Department



DEPARTMENT OF PUBLIC WORKS
CITY OF NEW ORLEANS

August 24, 2015

Zenporiah Edmonds

Via Certified Mail No. 7010 3090 0003 6463 9649
And Regular Mail

RE: Request to Postpone Pre-Termination Hearing

Dear Zepporiah,

Your request for a continuance of your scheduled Pre-Termination Hearing scheduled for August 31, 2015, has been continued until **October 26, 2015, at 3:30 p.m.** at your request. The hearing will be held in the Department of Public Works conference room on the 6th floor of City Hall.

This hearing is being scheduled to address the following issues: 1) the June, 2015 OIG Report regarding your lack of cooperation and responsiveness; 2) interference in departmental investigations into allegations of sexual harassment against Alton Jones; 3) access to supervisor, Delisia Crayton's, email accounts without her permission; 4) retaliation against supervisor Valerie Petty; and 5) the suspension of Senior Parking Control Officer Giara Mahogany and subsequent settlement of her appeal. The hearing is scheduled for **October 26, 2015, at 3:30 pm**, in the Department of Public Works conference room on the 6th Floor of City Hall, to discuss your future with the Department.

More specifically, on August 11, 2014, you received a request from Mr. Eduardo Hernandez, Investigator from the Office of Inspector General (OIG), for information regarding any documents concerning a complaint that the OIG had received by local businesses alleging that several Parking Control Officers (PCOs) were sitting in their businesses and hotel lobbies for extended periods of time while on duty and that one PCO had retaliated against a local business when confronted about sitting in their lobby for an extended period of time. The OIG sent you follow-up requests later in August, 2014, in September, 2014, and October, 2014, and you never provided any information or documentation to the OIG disclosing that the Parking Division had received the same retaliation complaint and responded to it by issuing a formal reprimand to the PCO. The OIG also requested historical records regarding the number of citations issued by location, types of violations, dismissed violations, and citations issued by particular PCOs, and you failed to ask the previous parking vendor for this information or provide this information to the OIG as requested.

On June 22, 2015, after I informed you that I had initiated an investigation into allegations of sexual harassment against Alton Jones and urinalysis testing irregularities against Takeisha Feast, you discussed these allegations and the ongoing investigation with the two supervisors named in the allegations as well as the three current DPW employees named as potential witnesses, Ashley Terry, India Toney, Rachel Cook, and Mr.

1300 PERDIDO STREET | SUITE 6W03 | NEW ORLEANS, LOUISIANA | 70112
PHONE 504-658-8000 | FAX 504-658-8007



Thomas Terry, an employee in the Department of Property Management, who was related to the complainant, a former DPW employee. You did this without my permission or knowledge and while on Sick Leave. After speaking with you, one of the potential witnesses changed her original statement and another one refused to provide any substantive comments.

On May 12, 2015, you knowingly allowed Sherida Emery to access the email account of Delisia Crayton without her knowledge to look for the employee attendance report needed to complete timecard approvals in ADP, even though Ms. Emery already had the information she needed from other sources, and timecard approvals had already been completed on May 11, 2015.

On June 4, 2015, you relieved Valerie Petty of her duties as the Parking Division Training Coordinator, assigned her supervisory responsibilities for two squads of PCOs, and would not meet with her as she requested to discuss her concerns of retaliation for an email you became aware of that she sent to me and Linda Copeland in confidence on May 8, 2015 regarding her concerns about your management of the Parking Division.

On August 11, 2014, Senior Parking Control Officer Giara Mahogany was placed on a thirty (30) day emergency suspension effective August 12, 2014 through September 11, 2014, for unprofessional and discourteous conduct. On September 8, 2014, an extension letter was sent to Ms. Mahogany, extending her suspension fifteen additional days, until September 27, 2014, and demoting her to Parking Control Officer. Although you were provided with a copy of the letter to Ms. Mahogany informing her that her suspension was being extended until September 27, 2014, you called and informed her to return to work on September 20, 2014, one week prior to the date that she was to return without my approval. In fact, by email correspondence, you acknowledged that you informed Ms. Mahogany to return to work prior to the end of the suspension period. Additionally, in January 2015 during the appeal hearing with the Civil Service Commission for Ms. Mahogany's original 30-day suspension, you informed Greg Feeney, the attorney representing DPW, that reduction of the suspension to 15 days would be acceptable to the Department without my approval. You then asked that Giara Mahogany be reinstated by the Department after she had resigned.

Your failure to cooperate with the OIG and non-responsiveness to the OIG's requests for documentation and information to support an ongoing investigation violate Chapter 2, Article XIII, Section 2-1120 (20)(a) of the City Municipal Code which states that it shall be the duty of every City employee to cooperate with the OIG in any investigation.

Your interference into an ongoing Department investigation, retaliation against an employee based on email she sent, directing an employee to return to work early from suspension without the approval of the Appointing Authority, and agreeing to a settlement during an employee disciplinary hearing are violations of CAO Policy Memorandum 83 (R).

Your pre-termination hearing is being scheduled in accordance with Civil Service Rule IX; Section 1.2 which reads as follows:

- 1.2.1 In every case of termination of employment of a regular employee, the appointing authority shall conduct a pre-termination hearing as required by law and shall notify the employee of the disciplinary action being recommended prior to taking the action.

You have the right to have a personal representative present at the hearing with you. The representative may advise you only, and may not address the hearing representative unless specifically asked to do so.

1300 PERDIDO STREET | SUITE 6W03 | NEW ORLEANS, LOUISIANA | 70112
PHONE 504-658-8000 | FAX 504-658-8007



If you have any documents you wish the Appointing Authority to consider, please bring copies to the hearing. You may also call witnesses to testify on your behalf, however, it is your responsibility to notify these witnesses and ensure their appearance at the proper time. If you do not show up for the **Pre-Termination Hearing on October 26, 2015**, the hearing will proceed without you.

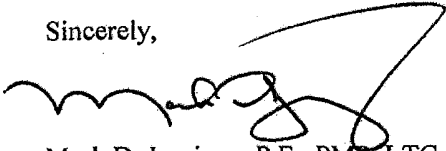
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You have the right to have a personal representative present at the hearing with you. The representative may advise you only, and may not address the hearing representative unless specifically asked to do so.

If you have any documents you wish the Appointing Authority to consider, please bring copies to the hearing. You may also call witnesses to testify on your behalf, however, it is your responsibility to notify these witnesses and ensure their appearance at the proper time. If you do not show up for the **Pre-Termination Hearing on October 26, 2015**, the hearing will proceed without you.

Sincerely,

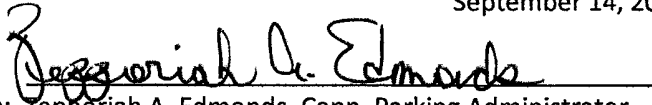


Mark D. Jernigan, P.E., PMP, LTC (Ret)
Director

cc: Law Department
Civil Service
Personnel File



September 14, 2015



From: Zepporah A. Edmonds, Capp, Parking Administrator
RE: Allegations in Notice of Pre-Termination Hearing Letter

Allegation #1 - Non-responsiveness to the Inspector General's (IG) Investigative Report:

- The allegations relative to my non-responsiveness and lack of cooperation with the IG's office are false and have been refuted through the submission of my well-detailed written response, including numerous emails and supporting documents.
- My response was provided to my direct report, LTC Jernigan on 7/10/15 (12 days prior to the release of the IG's Investigative Report).
- My response to this report was suppressed by LTC Jernigan. Executive Director, Cedric Grant; Chief Administrative Officer, Andrew Kopplin, Assistant CAO, Courtney Bagneris and City Attorney, Sharonda Williams all received copies of my response (including supporting documents) and were made aware that it was not released to the IG.
- The IG's Investigative Report is being used as a tool for retaliation against me.

Allegation #2 - Interference with departmental investigation into sexual harassment against Alton Jones:

- This is false as I was not made aware of any *investigation* until after the appointing authority, LTC Jernigan, contacted me about his decision to impose disciplinary action against Alton Jones and Takeshia Feast. LTC Jernigan asked that I facilitate a meeting to issue disciplinary action; therefore, the investigation had ended before I was aware that it had begun. *Supporting documents, including emails and text messages will substantiate my statement.*
- On June 26, 2015, I voluntarily provided a report of my limited interactions with my staff. Several of them contacted me on June 22, and 23, 2015; which was after the investigation had concluded. Out of concern AND as the Parking Administrator, I responded to their telephone calls and requests to speak with me.
- Employees felt intimidated for not "going along" with HR Manager, Linda Copeland's "trumped up" investigation.
- This false allegation had **never** been presented to me as an infraction prior to me receiving the notice for the pre-termination hearing.

Allegation #3 - Access to Supervisor, Delisia Crayton's emails without her permission:

- This is a false allegation as I was **never** involved in this issue. I do not understand why this has allegation has been made by LTC Jernigan.
 - Ms. Crayton's former supervisor, Sherida Emery, has already provided a signed statement to LTC Jernigan indicating that I did not authorize her to access Ms. Crayton's emails. Ms. Emery also clearly stated that I was unaware that she had requested the City's IT Department to grant her access to Ms. Crayton's emails. According to Ms. Emery, she needed access to a critical time-sensitive document.
 - Sherida Emery also filed a formal Employee Grievance in reference to this false allegation being made by Ms. Crayton.
 - This false allegation has **never** been presented to me as any type of infraction.
-

Allegation 4: Retaliation against Valerie Petty:

- This is a false allegation as I met with Ms. Petty on several occasions.
- Ms. Petty agreed verbally and via email that further meetings were not necessary.
- Several staff's assignments were changed, including 2 high level supervisors.
- I offered to set up a conference call over the weekend to discuss Ms. Petty's concerns.
- *Supporting documents will substantiate each of the above statements.*
- This false allegation has **never** been presented to me as any type of infraction. I have attempted to discuss this employee's inappropriate conduct with LTC Jernigan on numerous occasions, but he has never stated or implied that there was an issue.

Allegation 5: Former PCO Giara Mahogany (several issues):

- I followed the directions of Linda Copeland in the Department of Public Works (DPW) HR Office regarding Ms. Mahogany's return date. *(Supporting documents are available)*
- I have always served as DPW's representative in Civil Service and as such, I have the authority to negotiate settlements with employees. I have never been informed otherwise. *(Several past and present Parking Division personnel are willing to provide notarized affidavits attesting to this statement)*
 - Several documented settlements with employees include:
 - Senior PCO, Cynthia Marshall (5 days reduced to 2 days)
 - Parking Supervisor I, Katrina Craft (20 days reduced to 10 days)
 - Former AFS, Emmanuel Williams (10 days reduced to 7 days)
 - Cynthia Dabney (20 days of LWOP changed to sick leave)
 - I have also negotiated many other settlements with employees before and after this settlement with Ms. Mahogany. I do not understand why her settlement negotiation was a problem. LTC Jernigan has **never** discussed any concerns about this issue with me nor has he ever presented it as a policy violation.
- As a Division Head, I am authorized to recommend/approve the reinstatement of former employees. I have never been informed otherwise. *(Several past and present Parking Division personnel are willing to provide notarized affidavits attesting to this statement)*
 - Employee reinstatements that I have recommended/approved include:
 - PCO Erica Dillon (resigned August 2007; reinstated Feb. 2015)
 - PCO Shavonne Jenkins (terminated May 2009; reinstated March 2015)
 - AFS Louis Nickerson (terminated May 2012; reinstated Nov. 2012)
 - AFS India Toney (terminated August 2012; reinstated Oct. 2013)
 - PCO Gregianna Kennedy (terminated Sept. 2013; reinstated March 2015)
 - Supervisor II, Alfred Coleman (resigned Nov. 2012)
 - I have also recommended and/or approved the reinstatement of many other employees before and after my recommendation to reinstate PCO Mahogany. I do not understand why my recommendation to reinstate this PCO was a problem. LTC Jernigan has **never** discussed any concerns about this issue with me nor has he ever presented it as a policy violation.
- This specific issue was singled out as an act of retaliation.



DEPARTMENT OF PUBLIC WORKS
CITY OF NEW ORLEANS

RECEIVED
CIVIL SERVICE DEPT
NEW ORLEANS

2015 OCT 22 P 3 23

October 22, 2015

Via Email

Zepporah A. Edmonds, CAPP

Re: Request to Delay Pre-Termination Hearing Again for Medical Reasons

Dear Ms. Edmonds:

Your request for another continuance of your Pre-Termination Hearing scheduled for October 26, 2015, is denied. I have reviewed the medical documentation you provided on October 20, 2015 as well as the medical documentation you provided to support your previous request, and there is no indication from your physician that you would not be able to attend the pre-termination hearing.

The hearing will be held in the Department of Public Works conference room on the 6th floor of City Hall at 3:30 p.m. on **October 26, 2015** to address the following issues as outlined in the pre-termination notice dated August 3, 2015: 1) the June 2015 OIG Report regarding your lack of cooperation and responsiveness; 2) interference in departmental investigations into allegations of sexual harassment against Alton Jones; 3) access to supervisor, Delisia Crayton's email accounts without her permission; 4) retaliation against supervisor Valerie Petty; and 5) the suspension of Senior Parking Control Officer Giara Mahogany and subsequent settlement of her appeal.

Your pre-termination hearing is scheduled in accordance with Civil Service Rule IX; Section 1.2, which reads as follows:

1.2.1 In every case of termination of employment of a regular employee, the appointing authority shall conduct a pre-termination hearing as required by law and shall notify the employee of the disciplinary action being recommended prior to taking the action.

You have the right to have a personal representative present at the hearing with you. The representative may advise you only, and may not address the hearing representative unless specifically asked to do so.

If you have any documents you wish the Appointing Authority to consider, please bring copies to the hearing. You may also call witnesses to testify on your behalf, however, it is your responsibility to

1300 PERDIDO STREET | SUITE 6W03 | NEW ORLEANS, LOUISIANA | 70112
PHONE 504-658-8000 | FAX 504-658-8007



notify these witnesses and ensure their appearance at the proper time. If you do not show up for the Pre-Termination Hearing on October 26, 2015, the hearing will proceed without you.

Sincerely,



Mark D. Jernigan, P.E., PMP, LTC (Ret)
Director

Cc: Law Department
Civil Service
Personnel File



September 11, 2015

Louisiana Ethics Administration Program
P.O. Box 4368
Baton Rouge, Louisiana 70821

RE: Official Complaint Regarding Code of Ethics Violations

Greetings Louisiana Board of Ethics Chairman and Members,

In accordance with the Louisiana Code of Governmental Ethics and Article X, Section 10 of the Constitution of the State of Louisiana, I am submitting this official complaint with Louisiana Board of Ethics concerning several violations of the Code of Ethics.

Specifically, my complaints are as follows:

I. Discrimination, Harassment and Retaliation for Reports to the OIG: REP 5001-01241

I have been targeted and singled-out for harassment and retaliation because I am a "whistleblower." In mid-2012, I reported to the Office of Inspector General (OIG) my concerns of misconduct by a certain group of city officials during the selection process for the procurement and subsequent award of a multi-million dollar contract for Curb Management. My reports to the OIG included numerous violations of city policy, possible ethics violations and the blatant disregard of Executive Order MIL 10-05: Professional Services Contract Reforming. As a result of my reports, discriminatory acts in the form of harassment and retaliation ensued.

II. Escalated Harassment, Retaliation and Hostile Work Environment for Reports of Misconduct

Harassment and retaliation continued and escalated in March 2014; all of which created an unendurable hostile work environment. I have been subjected to discriminatory acts of hostility, retaliation and harassment; executed by LTC Mark Jernigan, Public Works Director and HR Manager, Ms. Linda Copeland following my reports and complaints of their misconduct and abuse of authority.

III. The Investigative Report on PCOs Issued by the Office of Inspector General

Inspector General Edward Quatrevaux, released an Investigative Report on PCOs on July 22, 2015 that contains numerous inconsistencies and false allegations. I have the following concerns with this report:

1. The allegations in the IG's report which states: *"the Parking Administrator failed to cooperate with the OIG and therefore, violated the City Code: Chapter 2, Article XIII, Section 2-1120(2)(a)"* are false and misleading.
2. The lead OIG Investigator, Eduardo (Eddie) Hernandez, should have recused himself from this particular investigation due to a conflict of interest. The enforcement of his girlfriend's federally assigned vehicle was a significant part of this investigation; therefore, the outcome impacted him personally.
3. The intent and purpose of this Investigative Report was to discredit me as the City's Parking Administrator and to justify imposing disciplinary action and/or terminating my employment with the City of New Orleans.
4. My detailed written response to the IG's Investigative Report and numerous supporting documents were submitted to LTC Jernigan on July 10, 2015, but were intentionally suppressed.
5. The IG's report, which has not been corrected, gives a false perception that the Parking Administrator violated the City Code. This unresolved issue has put my character and integrity at question.

What follows are the details for each Code of Ethics violation that I have listed above.

I. Discrimination, Harassment and Retaliation for Reports to the OIG: RFP 5001-01241

In 2012, Mr. Jorge Hernandez, Management Development Specialist II and I met privately with Chief OIG Investigator, Mr. Howard Schwartz and Senior OIG Investigator, Mr. William (Bill) Bonney to discuss our concerns. We each were quite candid in our discussions and also presented documents to support our claim that a specific group of city officials: Mr. Allen Square, Mr. Edward Kerkow and Mr. Michael McKenna had re-written RFP No. 5001-01241 and had become "intensely involved" with actions that were specific to members of the designated Selection Committee in order to ensure that a "pre-determined vendor" was selected. It was clear to me and others in the Department of Public Works that as Parking Administrator and a member of the Selection Committee, these same city officials were looking for me to simply rubber stamp their *fait accompli*. (SEE ATTACHMENTS #1 and 2)

In addition to my reports to the OIG, I made numerous verbal complaints to the Chief Procurement Officer (CPO), Ms. Mary Kay Kleinpeter-Zamora, Executive Director of the Sewerage and Water Board, Mr. Cedric Grant and Selection Committee Chairman, LTC Mark D. Jernigan. I also submitted numerous written correspondences and other related documents to LTC Jernigan, which expressed my grave concerns about the irregularities with the review and selection process, pricing manipulations, several ethics violations and suspicious behavior that could have involved possible illegal activity. In a letter date June 1, 2012, I suggested that we engage the OIG to investigate the entire process, including the questionable involvement of this particular group of city officials: Mr. Allen Square, Mr. Edward Kerkow and Mr. Michael McKenna, who were later referred to as the "Technical Review Committee." (SEE ATTACHMENT #3)

I made it clear that I would not participate in any unethical practices and announced that the OIG was concerned about the continuous undue delays with the selection process. I followed-up on my concerns in writing and submitted the document to the Selection Committee, the OIG and the CPO. I have attached a copy of this letter for your review. (SEE ATTACHMENT #4)

My position did not garner favor with some members of the Selection Committee and the *Technical Review Committee*. On Tuesday, July 3, 2012, LTC Jernigan privately handed me a printed copy of an email that I had sent to him citing my concerns about the inappropriate actions of the Mr. Allen Square, who served as the head of the *Technical Review Committee*. My email also explained how the undue delay with selecting a vendor for the Curb Management Contract was negatively impacting the Parking Division's operations. On this same email was a handwritten note from Executive Director Grant, which stated: "I need to see her." A meeting was held in Mr. Grant's office on this same day. It was short and to the point. I was read the "riot act" for my open objections to the unethical process to select a vendor for the Curb Management Contract AND it was strongly recommended that I "stop sending emails about this issue." (SEE ATTACHMENT #5)

In retaliation, my active role in selecting a new vendor was eliminated. For example:

- ✓ I was no longer acknowledged as the City's subject matter expert for curb management. Mr. Edward Kerkow was then acknowledged as the "parking expert" for the *Technical Review Committee* and for certain high ranking members of the Selection Committee although Mr. Kerkow offered no experience in curb management and is a former employee of the then incumbent vendor (Xerox, formerly known as ACS). It was also a well-known fact that Mr. Kerkow had close ties to the *Technical Review Committee's* preselected vendor.
- ✓ The CPO directed me to conduct reference checks for each of the shortlisted vendors. However, upon presenting the reference checks during a Selection Committee meeting, they were dismissed and questioned by the *Technical Review Committee* even though all sources contacted were credible. 80 percent of these reference checks showed that the *Technical Review Committee's* pre-selected vendor had a history of poor performance.
- ✓ My review found that the *Technical Review Committee's* pre-selected vendor's pricing was over 916K more per year. My findings were dismissed and the *Technical Review Committee* was tasked with presenting additional information for the Selection Committee to consider. This caused another unnecessary delay with selecting a new vendor. (SEE ATTACHMENTS #6 and 7)

II. Escalated Harassment, Retaliation and Hostile Work Environment for Reports of Misconduct

Due to my "whistleblowing" to the OIG the harassment and retaliation that ensued in 2012, escalated in March 2014, through LTC Jernigan and Ms. Linda Copeland, Human Resources Manager. I have attempted to report their inappropriate actions as follows:

- ✓ I submitted written and verbal reports to LTC Jernigan and Executive Director Grant.
- ✓ I submitted 2 video clips of Ms. Copeland in the lobby of the City's Impoundment Lot acting in an unprofessional manner because I refused to violate city policy and comply with her demand to release her friend's towed vehicle without payment. *(Available Electronically)*
- ✓ I reported and provided several supporting statements in reference to Ms. Copeland's overt threats to retaliate against me and a supervisor for not releasing her friend's vehicle until a full payment was remitted. *(SEE ATTACHMENT #8)*
- ✓ I verbally reported Ms. Copeland's abuse of authority in her attempt to have her friend's car released without payment to OIG Investigator, Michael Centola.

In numerous separate documents, I have chronicled their discriminatory acts, the hostility, the undermining of my authority, and their abuse of authority; all of which clearly demonstrates continuous harassment and retaliation.

III. Investigative Report on PCOs Issued by the Office of Inspector General

On July 22, 2015, New Orleans Inspector General, Edward Quatrevaux, released an Investigative Report on Parking Control Officers (PCOs). In my capacity as an administrator with 31 years of unimpeachable classified service to the City of New Orleans, I immediately recognized the true purpose of this Investigative Report as a collaborative plan to tarnish my integrity, defame my character and impugn my work ethic; which would discredit my management and leadership as the City's Parking Administrator.

LTC Jernigan stated that he did not want any information relative to this report communicated via email, but wanted my response to be delivered only to him so that he could prepare the "appropriate" written response for the CAO and the OIG. In compliance with LTC Jernigan's directive, my written response to the Inspector General's Investigative Report and numerous supporting documents were submitted directly to him on July 10, 2015. *(SEE ATTACHMENT #9, dated July 7, 2015 and supporting documents)*

However, my response was intentionally suppressed as it:

- ✓ Clearly refutes the allegations levied against me.
- ✓ Responds to the numerous inconsistencies in the Inspector General's report.
- ✓ Reveals that as my appointing authority, LTC Jernigan was non-responsive to me and continuously redirected my assignments.
- ✓ Demonstrates that I exercised due diligence to be responsive to the OIG and Investigator Hernandez

The allegation: *"the Parking Administrator failed to cooperate with the OIG and therefore, violated the City Code: Chapter 2, Article XIII, Section 2-1120(20) (a)"* is not reflective of my outstanding working relationship with the OIG's office that has been ongoing since its establishment. My outstanding service was underscored in a letter from Inspector General, Edward R. Quatrevaux. In his letter, Mr. Quatrevaux commends me for my "hard work, dedication, and high ethical standards." *(SEE ATTACHMENT #10, letter dated September 6, 2013)*

It is my contention that LTC Jernigan and OIG Investigator, Eduardo Hernandez collaborated together to ensure a certain outcome of the Inspector General's Investigative Report in order to accomplish their personal missions; which are as follows:

1. Investigator Hernandez had an obvious conflict of interest; he repeatedly stated that one of the subjects of his investigation, PCO Andrea Easterling, continuously issued numerous parking tickets to his girlfriend's vehicle. Although Ms. Easterling was engaged in policy violations, she remained the "focus" of his covert investigations. *(Further details are provided in the attached response)*
2. LTC Jernigan could use this report as a means to justify imposing the disciplinary action that he has been seeking in retaliation for my "whistleblowing" and for my reports and complaints of misconduct by him; Ms. Copeland and other city officials.

All of the aforementioned is directly linked to my "whistleblowing" 2012, which escalated in 2014. I am indeed the same humble city employee with the same "high ethical standards" as described by Mr. Quatrevaux. I have an unblemished 31+ year service record and a work history of outstanding performance ratings.

My career path is being unfairly disrupted for taking the correct actions for the public interest and for the betterment of our city government. LTC Jernigan has scheduled a "Pre-Termination Hearing" for me based upon the allegations in the IG's report that have been proven to be false, inaccurate and misleading. In the Notice of the Pre-Termination Hearing LTC Jernigan also cites several other conjured allegations that are not only false, but have never been presented to me as violations of policies/rules and terminable offenses.

The ongoing discriminatory acts of harassment, retaliation, hostile work environment and the threat of termination are a direct violation of the Code of Ordinances of the City of New Orleans: Chapter 2, Article VII; Division 3; Subdivision III; Sec. 2-772. - Freedom from reprisal and disclosure of improper acts,

(a) *"Any public employee who reports information which the employee reasonably believes is a violation of any ordinance, statute, policy, order, rule, regulation or other ethical mandate shall be free from discipline or reprisal for reporting such acts of alleged impropriety. An employee with authority to hire and fire, supervisor, agency head, or elected official may not subject to reprisal any public employee because of such employee's efforts to disclose such acts of alleged impropriety."*

The Inspector General's Investigative Report, which contains numerous inconsistencies, misleading information and blatantly false allegations; coupled with OIG Investigator Hernandez's obvious conflict of interest as the lead investigator are an abuse of the authority, powers and duties established in the Code of Ordinances of the City of New Orleans: Chapter 2, Article XIII - (Office of Inspector General); and of this article, specifically violate Section 2-1120(11)(d):

2. *"When the inspector general has reason to believe he must recuse himself from a matter, because of a potential conflict of interest, the inspector general shall refer such matter ..."*

I am hereby filing this official complaint with this Louisiana Board of Ethics and request that an immediate investigation be conducted into this matter with the full power and authority granted to this board in the provisions of the Louisiana Code of Governmental Ethics. I am confident that a robust investigation will: (1) cease the harassing and retaliatory acts committed against me by the responsible city officials; and determine that the IG's Investigative Report on PCOs is flawed and should be revised to reflect an accurate account of my true effort to cooperate with the OIG.

Additionally, as an employee of the City of New Orleans, I am bringing this ethics complaint to direct attention of the Louisiana Ethics Review Board in accordance with the Code of Ordinances of the City of New Orleans: Chapter 2, Article VII; Division 3; Subdivision II; Section Sec. 2-741.

"The state ethics code (established by R.S. 42:1101) applies to all officials and employees of the city and its various departments, boards, commissions, offices, and other agencies."

In addition to my ethics complaint to this Board of Ethics, I am seeking the full protection afforded to me in the City Code under the provisions of Chapter 2, Article VII; Division 3; Subdivision III; Sec. 2-772. - Freedom from reprisal and disclosure of improper acts.

(b) *"The provisions of this section are in addition to the protection afforded by the state code of governmental ethics and the rules of the city civil service commission to public employees who report acts of impropriety to the employee's agency head, civil service, the ethics review board, or the state board of ethics for elected officials or commission on ethics for public employees."*

This matter has also been brought to the immediate attention of the Mayor of the City of New Orleans and the Civil Service Commission.

Respectfully,


Mrs. Jepporah A. Edmonds, CAPP, Parking Administrator

CC: Honorable Mitchell J. Landrieu, Mayor of New Orleans
Michelle D. Craig, Chairman, Civil Service Commission
Lisa M. Hudson, Director of Personnel, Civil Service Department

September 11, 2015

Mr. Michael A. Cowan, Ph.D., Chair and
Members of the New Orleans Ethics Review Board
525 St. Charles Ave., Ste. 300
New Orleans, LA 70130

RE: Official Complaint Regarding Code of Ethics Violations

Greetings Mr. Chair and Members of the New Orleans Ethics Review Board,

In accordance with the Code of Ordinances of the City of New Orleans: Chapter 2, Article VII – (Ethics); Division 3 – (Code of Ethics), I wish to file an official complaint with the New Orleans Ethics Review Board concerning several violations of the Code of Ethics.

Specifically, my complaints are as follows:

I. Discrimination, Harassment and Retaliation for Reports to the OIG: RFP 5001-01241

I have been targeted and singled-out for harassment and retaliation because I am a "whistleblower." In mid-2012, I reported to the Office of Inspector General (OIG) my concerns of misconduct by a certain group of city officials during the selection process for the procurement and subsequent award of a multi-million dollar contract for Curb Management. My reports to the OIG included numerous violations of city policy, possible ethics violations and the blatant disregard of Executive Order MJL 10-05: Professional Services Contract Reforming. As a result of my reports, discriminatory acts in the form of harassment and retaliation ensued.

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All of the aforementioned is directly linked to my "whistleblowing" 2012, which escalated in 2014. I am indeed the same humble city employee with the same "high ethical standards" as described by Mr. Quatrevaux. I have an unblemished 31+ year service record and a work history of outstanding performance ratings.

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2. *"When the inspector general has reason to believe he must recuse himself from a matter, because of a potential conflict of interest, the inspector general shall refer such matter..."*

I am hereby filing this official complaint with this Ethics Review Board and request that an immediate investigation be conducted into this matter with the full power and authority granted to this board in the provisions of the City of New Orleans Code of Ethics. I am confident that a robust investigation will: (1) cease the harassing and retaliatory acts committed against me by the responsible city officials; and determine that the IG's Investigative Report on PCOs is flawed and should be revised to reflect an accurate account of my true effort to cooperate with the OIG.

Additionally, this ethics complaint is being brought to direct attention of the Louisiana Board of Ethics in accordance with Subdivision II; Section Sec. 2-741 of Article VII; Division 3 in the City Code states:

"The state ethics code (established by R.S. 42:1101) applies to all officials and employees of the city and its various departments, boards, commissions, offices, and other agencies."

In addition to my ethics complaint to this New Orleans Ethics Review Board, I am seeking the full protection afforded to me in the City Code under the provisions of Chapter 2, Article VII; Division 3; Subdivision III; Sec. 2-772. - Freedom from reprisal and disclosure of improper acts.

(b) *"The provisions of this section are in addition to the protection afforded by the state code of governmental ethics and the rules of the city civil service commission to public employees who report acts of impropriety to the employee's agency head, civil service, the ethics review board, or the state board of ethics for elected officials or commission on ethics for public employees."*

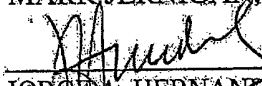
This matter has also been brought to the immediate attention of the Mayor of the City of New Orleans and the Civil Service Commission.

Respectfully,


Mrs. Zepporah A. Edmonds, CAPP, Parking Administrator

CC: Honorable Mitchell J. Landrieu, Mayor of New Orleans
Michelle D. Craig, Chairman, Civil Service Commission
Lisa M. Hudson, Director of Personnel, Civil Service Department

ATTACHMENT #1

DATE: 3/19/2012
TO: MARK JERNIGAN, LT. COL. RET., PUBLIC WORKS DIRECTOR
FROM:  JORGENA HERNANDEZ, MANAGEMENT DEVELOPMENT ANALYST II
RE: CURBSIDE MANAGEMENT RFP TECHNICAL COMMITTEE
IRREGULARITIES

I have been assigned to the Curbside Management RFP Technical Committee chaired by Chief Information Officer of the City of New Orleans head of the Information Technology and Innovation Department's, Allen Square, Jr. Along with Mr. Square, the committee consists of City of New Orleans' contract employee, Edward Kerkow, Michael McKenna and me. Both, Mr. Kerkow and Mr. McKenna from all indications have close business/personal ties to one or more of the parties that have submitted proposals to the city.

For the record, I have deep rooted concerns about the intent, actions and legality of the actions being undertaken by Mr. Square and the other two members of the committee.

As far back as July 28, 2011, I have continuously expressed to Parking Administrator, Mrs. Zepporah A. Edmonds my reservation as to irregularities in the way the RFP has been re-written and administered to date. Mrs. Edmonds and I both share the opinion that the involvement and subsequent re-writing and editing of the RFP by the ITI Department's Mr. Square, Mr. McKenna and Mr. Kerkow are a conflict of interest.

On Friday, March 16, 2012 I attended the first meeting of the Technical Committee and I came away even more convinced, that in my opinion, my presence there is to rubber stamp an already fait accompli, that is the fact that the outcome of who will be awarded this contract has been pre-determined. This I find to be morally reprehensible and to be an illegal activity for which I may be held accountable. As such, my next step should the need arise will be to ask to reclude myself from the Technical Review Committee.

Please feel free to call me at (504) 628-9734 if you have any questions.

CC: ZEPPORIAH A. EDMONDS, PARKING ADMINISTRATOR

ATTACHMENT #2

From: Zepporah Edmonds
Sent: Tuesday, June 19, 2012 9:14 AM
To: Jorge X. Hernandez
Subject: Meeting to discuss Pricing Matrix

Greetings Jorge,

I gathered from your tone during our conversation last night that you are not comfortable attending the meeting with Allen Square to discuss the pricing matrix. Please know that your concerns are warranted and understandable as we both share the same concerns and have expressed them repeatedly. You have worked with me long enough to know that I would never place anyone under my supervision in an uncomfortable situation nor would I ever require them to participate in any activity that believe may be unethical.

With this said, please be informed that you are excused from attending this meeting unless you still choose to attend. I requested your attendance because we (you and I) put together this dynamic spreadsheet and I felt that as a team we could communicate our assumptions and explain our concept (apples to apples). Note that I am confident in what we have presented and therefore, will be more than comfortable to explain it to Mr. Square, although I am still not certain as to why we are required to do so.

Thanks and please call if you have questions.

Zepporah A. Edmonds
Parking Administrator
City of New Orleans
DPW, Parking Division
1340 Poydras St.
8th Floor, Suite 801
New Orleans, LA 70112

504-658-8200 (Office)
504-658-8202 (Fax)

ATTACHMENT #3

INTER-OFFICE MEMORANDUM

DATE: 6/1/2012
TO: LT. COL. MARK D. JERNIGAN, PUBLIC WORKS DIRECTOR
FROM: ZEPPORIAH A. EDMONDS, PARKING ADMINISTRATOR
RE: ALLEGATION RELATIVE TO RFP FOR CURBSIDE MANGEMENT

This shall serve as a follow up the telephone conversation that we held on May 23, 2012. As you may recall, during our conversation on the above stated date, I expressed my outrage to you about a malicious and slanderous allegation made by Chief Information Officer, Allen Square regarding my integrity as a member of the Selection Committee for the RFP for Curbside Management. This false and offensive allegation has been reported to me on more than one occasion.

I was first made aware of Mr. Square's allegation on April 23, 2012 when I attended a meeting that was held in the Purchasing Office to discuss the pricing matrix for the RFP for Curbside Management. My fellow meeting attendees were: Mary Kay Kleinpeter-Zamora, Nat Celestine, Donnye Brady, Jorge Hernandez and you, Mark Jernigan.

During this meeting, Mrs. Kleinpeter-Zamora brought to my attention that on or about March 26, 2012, Mr. Square stated to you, CAO Kopplin and Deputy Mayor Grant that I was intentionally steering the RFP for Curbside Management and subsequent contract award to a particular vendor, Xerox, formally ACS State and Local Solutions, Inc. Mr. Edward Kerkow from Mr. Square's Innovation and Technology team was also present when Mr. Square made this false allegation.

Mrs. Kleinpeter-Zamora assured me that you, Mr. Jernigan and Deputy Mayor Grant expressed great confidence in my level of competence and impartial efforts to serve as a Selection Committee member who would make decisions that are in the best interest of the City of New Orleans. With this being said, I took no action to refute Mr. Square's ridiculous allegation. Moreover, I knew that my actions as a Selection Committee member would demonstrate my integrity and invalidate Mr. Square's allegation.

However, on May 23, 2012, I received another report of Mr. Square's slanderous allegation during a conversation with a colleague in the parking industry. It was reported that Mr. Square, when questioned about the status of the RFP selection process, replied that "the Parking Administrator, Zepporah Edmonds, has been compromised because she is attempting to steer the contract towards a particular vendor." Obviously, I am furious about Mr. Square's false statement as it could taint my credibility and image as highly respected Parking Professional. Even further, as a city employee I am embarrassed that Mr. Square would stoop to the lowest level possible of slandering my good name and attempting to defame my character just to push his agenda through, which is to pre-determine the outcome of the selection for City's vendor for Curbside Management.

My work history will show that I have an impeccable performance record that reflects 28 years of hard work as a proud and honest Civil Service employee. I am confident that my integrity, character and performance with regard to this entire RFP process, as well as my performance in general as the City's Parking Administrator can withstand any investigation at every level. The only thing that I will be found guilty of is being non-compliant to Mr. Square, Mr. McKenna and Mr. Kerkow's strong-arm tactics and bad influence to get me on their "bandwagon". It is my opinion that the vendor of their choice, who was chosen by this "team" before the final draft of the RFP was written and the selection process began, is aware of this fact. My actions as Parking Administrator and "watchdog" over the integrity of the City's Parking Program foiled their plan. Therefore, I am convinced that Mr. Square's attempt to have my integrity and credibility questioned is his last ditch effort to keep their agenda moving.

An OIG investigation at any given time during this process would be refreshing. It would be intriguing to hear Mr. Square and his "team" explain their actions, roles and interests in this RFP process.

Please feel free to contact me to discuss this matter if you have any questions or concerns.



ATTACHMENT #4

July 25, 2012

Mark Jernigan, Lt. Col. (Ret.), Selection Committee Chairman
1300 Perdido St. Room 6W03
New Orleans, LA 70112

Dear Mr. Committee Chairman:

Thank you for granting me the great honor in appointing me as part of the City of New Orleans Selection Committee for the Curbside Management RFP. As a member of the Selection Committee presently convened I take my duties very seriously and all my decisions are strictly based on the facts as presented as I feel that the award of this contract will impact the City's parking operations in the way that it affects the citizens of New Orleans. In light of this, it is my duty to state for the record that the selection process has taken an inordinate amount of time which in turn has impacted and continues to impact our operation on a daily basis. Moreover, I believe that in a number of instances the process has been delayed unduly. Therefore, in moving forward I am seeking clarification on a number of salient points.

In my review of Mayor Mitch Landrieu's **Executive Order MJL 10-05**, he set the rules and governance for "a competitive selection procedure and award of professional services contract". The reason for the Executive Order was that "it is in the interest of the City to create a process that is open, honest, fair, transparent, just and inclusive". Most importantly, the Mayor's Executive Order states that "it is (in the) interest of the City to create a process that increases public confidence in the City's procurement procedures and provides safeguards for the maintenance of a procurement system of quality and integrity".

Executive Order MJL 10-05 Issues:

I would like you Committee Chairman, Jernigan, to clarify a number of questions and issues that in good conscience cannot be left unanswered. Furthermore, I have deep reservations that the process in choosing a vendor to date is being comprised in a manner which is in violation of the spirit and letter of **Executive Order MJL 10-05, Section 9; Selection Committee** which states:

The Chief Procurement Officer must establish (a) Selection Committee with relevant subject-matter expertise in reviewing and evaluating responses to a solicitation. Each response to a solicitation for the award of a professional service contract must be evaluated by a committee of five individuals consisting of:

- the manager of the User Entity requesting the service, or his designee;
- the First Deputy Mayor-Chief Administrative Officer, or his designee;
- the employee who will manage and monitor the contract;
- a professional from within local government who possesses expertise in the relevant field; and
- the Chief Financial Officer or his designee

Section 9 goes on to state: The purpose of the Selection Committee is to conduct an independent, objective evaluation of applicants for the provision of professional services. All members of the Selection Committee must execute a disclosure certifying that they do not possess a conflict with any of the respondents". It goes on to say "For complex procurements, the members of the Selection Committee, through a majority vote may add a non-voting member to the Selection Committee from outside city government with expertise in the relevant field.

As "the employee who will manage and monitor the contract" I believe that not only that we are in violation of the Mayor's Executive Order, but that the proceedings are being conducted in a manner that will award the contract to a pre-determined Vendor. I base this on undue participation and influence by two individuals outside of the established format as stated in Section 9; Selection Committee of the Mayor's Executive Order.

Yet, Mr. Allen Square, Innovation Manager and Edward Kurkow, Innovation Team have been routinely allowed to sit in the deliberations and make objections when it is clear that they do not have the legal right to participate nor to engage in this manner. I specifically relate to a meeting held on Monday, June 18, 2012 where Chief Financial Officer, Norman Foster made a motion to rank the three vendors and which I seconded. However, the motion was tabled due to Mr. Kurkow's objection. With that in mind, I am asking the other Committee members to help me understand Mr. Kurkow's role and whether his and Mr. Square's participation to this extent is legal.

I especially find the participation of Mr. Kurkow highly questionable and troubling as he is a former employee of ACS/Xerox one of the three vendors under consideration. In addition, it is industry wide knowledge that he has a close relationship with Duncan Solutions, the second of the three vendors that are the finalists.

Executive Order MJL 10-05, Section 11; Contract Negotiation:

As a member of the Selection Committee I ask you, Mr. Chairman for clarification of Section 11 which states:

Subsequent to the selection of the respondent offering the best value, the User Entity may negotiate a lower price and other terms identified by the Selection Committee between the winning respondent and the head of the User Entity or his designee, however, the services offered must remain strictly within the scope of the solicitation.

In my opinion, the proceedings are also in violation of this clause. As evidence I refer to an email written by Mr. Kurkow on June 19, 2012 and addressed to Mary Kay Kleinpeter-Zamora, Chief Procurement Officer and Mr. Square. The purpose of the email is to ask more questions to the three vendors in the areas of:

1. Integration Analysis Related
2. Minimum Qualifications Related
3. Revenue Project Related
4. Best and Final Pricing Related
5. Revenue Guarantee

I firmly believe that the questions have been answered in the initial responses by the vendors and during the interview process. In addition, the request to allow for reference checks to be conducted is a step backward as both Ms. Kleinpeter-Zamora and I have conducted extensive reference checks in cities that the vendor's themselves have identified.

I don't concur with asking for Revenue Guarantees. I cite as an example the City of Atlanta, where these guarantees were written into their contract and which created such uproar by the citizens that Atlanta had to impose a parking enforcement moratorium from May to June of 2010. This resulted in litigation, Atlanta City Council action, and the City having to change its business rules.

Role of Non-Committee Members:

However, I am deeply disturbed by the fact that point #4, which stipulates going back to the vendor and asking for a "Best and Final Price" as this may be illegal and in violation of Section 11 as stipulated above in that the committee already has responses from all vendors as to their pricing. In my long tenure as a DPW employee and with all my previous experience as Parking Administrator I have never found one instance where a vendor, once submitted pricing, has been allowed to go back and resubmit a different amount. This, in my opinion, is a violation of the Executive Order as written "it is in the interest of the City to create a process that is open, honest, fair, transparent, just and inclusive". In addition, it sends a message to our citizens that is not in line with "it is (in the) interest of the City to create a process that increases public confidence in the City's procurement procedures and provides safeguards for the maintenance of a procurement system of quality and integrity".

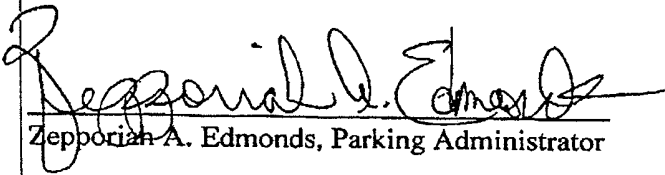
The last point that I ask for clarification is to outline Mr. Square's and Mr. Kurkow's role. They have been acting in the role of Selection Committee members throughout the complete RFP process. Specifically will they continue to operate as appointed members of the committee which is not pursuant to Executive order MJL 10-05? As the process has evolved the scope of Mr. Square's and Kurkow's roles have exponentially increased.

At the beginning they were appointed by First Deputy Mayor, Andy Kopplin to spearhead a Technical review Committee only. Subsequently and currently these two individuals are acting as de-facto Selection Committee Members with all the rights and duties that the appointed committee members have. I find this highly questionable. It is apparent that the direction that this committee is taking is being unduly influenced by these two non-voting members.

Conclusion:

Col. Jernigan, I have deep concerns as to why it has taken this long to finalize the RFP process and to award this contract to the most qualified vendor. It is now almost July and I see no resolution in the near future. If I may point out, the result of a new contract not being in place continues to have a negative impact on the Parking Division. We are working with outdated equipment which does not have the capability of integration. This important feature will be resolved once the contract is awarded to the most qualified vendor. The new contract will streamline the adjudication process and will greatly reduce the inordinate amount of citizen complaints that the Administrative Hearing Center documents and handles daily.

Thank you again for affording me this opportunity to be a member of this august group of individuals. I look forward to sharing my knowledge and expertise as a Parking Industry Professional in a way that is most beneficial to the Department of Public Works and the City of New Orleans.


Zepporion A. Edmonds, Parking Administrator

CC: Andy Kopplin, First Deputy mayor and Chief operating Officer
Cedric Grant, Mayor, Facilities, Infrastructure and Community Development
Norman Foster, Chief Financial Officer
Mary Kay Kleinpeter-Zamora, Chief Procurement Officer

ATTACHMENT #5

I needed to see her today

Cedric S. Grant

From: Zepporah Edmonds
Sent: Monday, July 02, 2012 4:33 PM
To: Mark D. Jernigan
Cc: Cedric S. Grant
Subject: Pricing Matrix and RFP Updates

Greetings Sir,

Any updates on the pricing matrix? It's been almost 2 weeks since we met with Allen and his team to discuss it and I am just checking in to see if any progress was made. As you know, our operations are really beginning to feel the negative impact of this delay with selecting a contractor for Curbside Management and Enforcement.

Additionally, I copied you on my response to an email from Ms. Katrina Claude, Sprint's representative to the City. It seems as if Ms. Claude was being asked to provide a price quote for wireless services for new meter installations although it had been provided by each of the shortlisted vendors; two (2) vendors rolled the cost in with the meters and one (1) vendor gave a separate cost. This request troubled me as I believe that it contradicts the Mayor's Executive Order and is in direct violation of the rules that govern the RFP process. In the best interest for the integrity of this RFP process, I could not assist Ms. Claude with this particular request for information. I also firmly believe that we should not be asking for additional pricing for services that have had price proposals previously submitted by vendors who are currently being evaluated by a designated Selection Committee. The scope of the RFP does not seem to allow such action.

Please note that we have several events scheduled for the 2nd half of this year, which includes a series of festivals and the Annual Bayou Classic. With the execution of a new contract we could replace the outdated equipment and have staff acclimated by November/December. This transitioning timeframe would also allow us to be better equipped to provide the high quality customer service that will be needed as we begin 2013 with the Sugar Bowl, Mardi Gras and the Super Bowl.

Please let me know if further details are needed concerning Ms. Claude's request for information. Most importantly, please let me know if you have any details on the status of the pricing matrix.

Thanks.

*Zepporah A. Edmonds
Parking Administrator*

*City of New Orleans
DPW, Parking Division
1340 Poydras St.
8th Floor, Suite 801
New Orleans, Louisiana 70112*

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504-658-8202 (Fax)*

ATTACHMENT #6

DATE: 06/19/2012
TO: MARK D. JERNIGAN, PUBLIC WORKS DIRECTOR
FROM: ZEPPORAH A. EDMONDS, PARKING ADMINISTRATOR
JORGE HERNANDEZ, PARKING OPERATIONS ANALYST
RE: PRICING MATRIX MEETING NOTES

On Tuesday, June 19, 2012 a meeting was held to review the existing pricing matrix relative to the Curbside Management RFP.

Attendees:

Mark Jernigan, Lt. Col. (Ret.), Director DPW
Zepporah Edmonds, Parking Administrator
Mary Kay Kleinpeter-Zamora, CPO
Allen Square, Innovation Manager
Jorge Hernandez, Parking Operations Analyst
Ed Kerkow, Innovation

Background information:

The focus was on the spreadsheet that you and I had completed on May 18, 2012. We had taken all responses from ACS/Xerox, Duncan Solutions and Standard Parking and had quantified their responses and recorded them so that we could compare "apples to apples". In the preparation of the spreadsheet we made some specific assumptions as to the number of tickets to be processed (350,000 per year); number of boots (7200 per year) and number of parking spaces to be managed (5000 spaces per year).

The spreadsheet compared Ticket Processing, Booting and Meter Operations vendor responses. In summation, Standard Parking came in as the lowest bidder, ACS/Xerox was about \$100,000 more per year and Duncan Solutions was over \$916K more per year due to one-time equipment charges of over \$4.6M.

Meeting Notes:

The meeting was held at 12:00 PM in the CPO's conference room on the 4th floor of City Hall. It actually started about 10 minutes behind as we waited for Mr. Square and then Mr. Kerkow to appear.

The meeting was chaired by Mr. Square who started the meeting by explaining that our panel should come up with a better spreadsheet; one that had established formulas for uniformity. With all in agreement, we discussed the data line by line.

The 350,000 ticket per year written assumption was revised lower to around 325,000. The total boots remained at 7200 after discussion on how those projections were established ($21.7 \text{ work days} \times 30 \text{ boots per day} = >600 \text{ per month} \times 12 \text{ months} = >7200 \text{ boots per year}$). The 5000 metered spaces remained the same. Mr. Square moved on to the individual vendor pricing responses which we discussed line by line.

Ticket Processing:

All vendor responses as to per ticket processing charges and contingency fees were discussed. In the RFP the City was asking for pricing on 150 handheld units. As all pricing was being reviewed it was noted that Duncan added a one-time equipment charge of \$3993 per unit. Also, they added a one-time charge of \$773 per unit wireless upgrade charge. In addition Duncan added a \$100 per month per handheld that added an extra \$180,000 to the yearly totals. The one-time equipment charges totaled \$714,900.

The Booting computation subtotals were discussed and all agreed that they needed to be shown differently than on the spreadsheet. For Parking Division purposes we had only listed in-sourced booting pricing in our subtotals but also listed the out-sourced pricing. Mr. Square said that for uniformity we had to show both in two different subtotals.

Meter Operations:

In addition to meter management for 5000 spaces the RFP requested the replacement cost on 411 multi space Pay and Display Boxes (A.3 Meter Operations #13 page 18) as well as replacement pricing for 950 single and double space meters. It became clear that ACS/Xerox did not provide specific pricing relative to the retrofitting of the IPS meters. They only addressed the per space charge and left the replacement figure as "to be negotiated". Standard Parking addressed this in their pricing as did Duncan Solutions. ACS only gave one option to the City that was to replace the existing Pay Stations with the Strada model. Duncan gave three options which included the Strada, the Luke II and their own Duncan model. Standard Parking offered the Luke II and the Strada.

All three vendors has a per space charge. ACS/Xerox as noted did not address the replacement charge. They did not offer a double space meter option to the City.

Standard Parking tiered their response so that their pricing depended on which type of Pay and Display Box the City chose. Standard's pricing included the per space management (5000 spaces), replacement of 950 single and double space meters and 411 Pay and Display Boxes.

Duncan Solutions pricing reflected separate maintenance charges (\$535 per space/per year). Most disturbing was that Duncan included separate one-time equipment charges for their single meter option (Duncan Liberty \$738 per meter) and for their Pay and Display Boxes. Their charges ranged from \$7695 for a new Luke II, \$7672 for the Strada and \$5865 for their Duncan unit. Duncan did not offer a double meter option.

Reference Checks:

One of the action items from the initial Technical Review Committee from March 16, 2012 was that reference checks of each vendor had to be documented. On April 13, 2012 at a Selection Committee meeting Mary Kay Kleinpeter-Zamora selected Zepporah to conduct reference checks on each vendor. In the RFP response documents each vendor had provided a list of cities as references. Zepporah contacted 5 of the cities listed by each vendor. Each reference was verified and contacted in two different manners. The initial contact was made by phone to get their initial response which was followed up with an email in order to verify the information given and to address any misrepresentation, if applicable. The specific questions to be asked were approved during a meeting on April 23, 2012 where Mrs. Kleinpeter-Zamora, Nat Celestine, Donny Brady and others were present.

Zepporah asked each vendor three specific questions:

- Is the company your present or past vendor
- How is their performance
- Would you rehire

The panel then discussed the reference checks that Zepporah had conducted per the directive she was given. During the meeting it was noted that Duncan Solutions had some negative responses as to the performance of their equipment. 3 out of the 5 cities responded they were dissatisfied or highly dissatisfied with Duncan's performance. Mr. Square commented on "the legality" of the reference checks. We couldn't understand his comment as the idea of reference checks had first been brought up in his meeting with the Technical Review panel back in March.

Mrs. Kleinpeter-Zamora then informed everyone that she had contacted Milwaukee and spoke to Shirley Krug. Ms. Krug verified that Duncan was not performing and that she was close to issuing them a warning letter due to their non-performance. This further confirmed the previous reference checks that Zepporah had conducted. Mrs. Kleinpeter-Zamora said that she had attempted to contact Detroit as well but didn't have James Canty's correct information. Zepporah told her that she would get her Mr. Canty's contact information by day's end; which she did.

T2 System:

Mr. Square expressed that he had questions about T2's ability to process 300,000 citations per year. You explained to the group how the life cycle of a citation works. Current data shows that ticket processing is no longer a labor intensive task as in the past. You told them that you were confident that not only T2 but the other 2 vendor's systems (if operating properly) could handle this number of citations.

Contingency Fee:

Mr. Square brought up reservations about Standard Parking's 2% contingency fee. Zepporah addressed this by showing where the labor expended is on the front end of the ticket. The current technology used to process parking tickets is state of the art and should allow the process to begin mainly at curbside. All 3 proposed systems are configured to automatically interface with other systems such as the DMV and at the same time generate notices and other owner information research such as skip-tracing and no-hit lists. Furthermore, when parking tickets reach the second penalty phase there are no added labor costs to the vendor at this point that would require a high percent contingency fee. Therefore, with the current technology that is used by the proposed 3 vendors, the contingency fees will most probably serve to enhance the vendor's bottom line.

~~Prior to concluding, it was noted that Duncan Solutions' pricing was \$916,000 more per year than the other two vendors. In addition, Mrs. Klempeter-Zamora and DPW shared our concern about what seemed to be issues with Duncan's equipment, its operating systems and its ability to integrate with other systems.~~

Mr. Square then said that he would revamp the spreadsheet and send it out the next day. He also told me that he may have to call me for clarification on some of the figures on the spreadsheet. We have not had a follow-up from Mr. Square as of yet.

ATTACHMENT #7

DATE: 07/16/2012
TO: ZEPPORIAH A. EDMONDS, PARKING ADMINISTRATOR
FROM: JORGE A HERNANDEZ, PARKING OPERATIONS ANALYST
RE: PRICING MATRIX DISCUSSION

On Wednesday, July 11, 2012 a meeting was held to review the revised pricing matrix relative to the Curbside Management RFP.

Attendees:

Mark Jernigan, Lt. Col. (Ret.), Director DPW
Zepporah Edmonds, Parking Administrator
Mary Kay Kleinpeter-Zamora, CPO
Allen Square, Innovation Manager
Jorge Hernandez, Parking Operations Analyst
Ed Kerkow, Innovation

Background information:

On Monday, July 9, 2012 at Mr. Square's request, you and I had a discussion with him relative to his revisions to the RFP pricing matrix. We expressed our concerns regarding some assumptions made that we believed that were conflicting. Especially as one vendor was given credit for revenue generated by 5 boot crews while the other two vendors did not. This skewed the results in an unfair manner. In addition, we discussed and clarified other assumptions.

Meeting Notes:

The meeting was held at 4:00 PM in the CPO's conference room on the 4th floor of City Hall. Mr. Square started the meeting by explaining that we weren't gathered to review the revisions to the pricing matrix. He said to Dr. Jernigan that he wanted clarification as to what the next steps in the process should be. Mr. Jernigan said that a meeting of the Selection Committee would be scheduled by Ms. Kleinpeter-Zamora so that the vendors could be "racked and stacked".

Vendor Rankings:

You told the panel that the vendors were ranked by the Selection Committee back on June 18th. Ms. Kleinpeter-Zamora, Mr. Square and Mr. Kerkow disagreed that the vendors had already been ranked.

You reminded all present that at that meeting Norman Foster had made a motion to rank Standard Parking first, ACS second and Duncan Solutions third. You had seconded the motion. However, the motion was interrupted by Mr. Kerkow's objection citing concerns for T-2's minimum qualifications. Mr. Kopplin then had commented that he didn't have an issue ranking the vendors but wanted to go on record that he be allowed to change his vote on the ranking if T-2 was found to not meet the minimum qualifications. At this point, Ms. Kleinpeter-Zamora agreed that she remembered the incident as you described it. I informed the panel that Duncan Solutions uses T-2 in Houston.

Mr. Square recommended to Director Jernigan that once the vendors were ranked then all three vendors should be asked to submit a "Best and Final Offer". You objected and cited Executive Order MJL 10-05 Section 11; Contract Negotiation which specifically states that any contract can be only be negotiated once a vendor has been selected. Ms. Kleinpeter-Zamora said that she had read the Executive Order on a number of occasions and discussed it with Mike Sherman. She and Mr. Sherman agreed that the language did not prohibit the Committee from asking the three vendors to submit a BFO. You challenged the findings.

Ms. Kleinpeter-Zamora moved to the methodology for rating the vendors. In the RFP a percentage system is proscribed. However, she said that Mr. Kopplin had changed it to a qualitative system where the vendors are rated highly advantageous, advantageous and not advantageous. You responded that the vendors responded according to the RFP and they were under the assumption that they would be rated by the percentage system. You questioned the fairness of changing the rating system at this late point in the RFP process. However, Ms. Kleinpeter-Zamora said that "Mr. Kopplin is the CAO and he can do what he wants". There was no further discussion.

Office of the Inspector General Discussion:

Mr. Square mentioned that the process was under investigation by the OIG. You agreed; then you showed the panel a letter that the Office of the Inspector General had given you on June 15 and copied Andy Kopplin and Mr. Square. The letter instructed you to release all documentation including emails to a select number of recipients. Among these were Andy Kopplin, Cedric Grant, Mr. Jernigan, Mr. Square, Mr. Kerkow and Ms. Kleinpeter-Zamora.

You mentioned that the OIG was concerned about the length of the selection process. Mr. Square said that that had nothing to do with it but that the OIG became involved when "someone complained to them".

Revenue Concerns:

You and I brought up concerns about including revenue in the revised pricing matrix. Mr. Square said that "his parking Expert, Ed Kerkow" wanted to include revenue guarantees. You told him that as an Industry and Subject Matter Expert you had research that showed that this was a bad idea.

You cited as an example the City of Atlanta which had guaranteed revenues in their new contract. Due to issues with aggressive enforcement in place to meet the revenue guarantees Atlanta stopped enforcing existing regulations from May 2010 to June 2010. The City was then forced to change its business model, rewrite city ordinances and go through litigation. In addition, they incurred much ill will by the citizens.

ATTACHMENT #8

From: Sherida M. Emery
Sent: Tuesday, October 28, 2014 9:13 AM
To: Mark D. Jernigan
Cc: Zepporah Edmonds; Linda L. Copeland; Elizabeth S. Robins; Cedric S. Grant; Sharonda R. Williams; Andrew D. Kopplin; Courtney Bagneris
Subject: RE: Concerned about conversation with L. Copeland

Col.,

I do apologize but my computer blanked in and out then the email was sent before I could finish.

Lastly, I do not know whether she was able to get her neighbor/friend's vehicle released but I am concerned that she may still be upset about that.

Thanks,

*Sherida M. Emery, Parking Operations Supervisor
Department of Public Works/Parking Division
1340 Poydras St., Ste. 801
New Orleans, Louisiana 70112*

Phone: 504-658-8200

Direct Line: 504-658-8207

Fax: 504-658-8201/504-658-8202

City Cell: 504-874-0767

Email: smemery@nola.gov

From: Sherida M. Emery
Sent: Tuesday, October 28, 2014 9:09 AM
To: Mark D. Jernigan
Cc: Zepporah Edmonds; Linda L. Copeland; Elizabeth S. Robins; Cedric S. Grant; Sharonda R. Williams; Andrew D. Kopplin; Courtney Bagneris
Subject: RE: Concerned about conversation with L. Copeland

Good Morning Col.,

On yesterday, I sent the email below and I am concerned that I haven't received a response or a phone call from you regarding the seriousness of my complaint. I'm concerned about me being at work today with the verbal threats HR Director Ms. Linda Copeland made towards me. Again, Ms. Linda stated in a very irate tone, "this is very absurd, you & Zep will hear from me in regards to this."

Additionally Col., during that disturbing phone call with Ms. Linda, she also stated that she's 2nd in command to you. To my understanding, Mrs. Zepporah Edmonds is the Parking Administrator and the Parking Division reports to her. However, Ms. Linda is saying that she's 2nd in command to you, she's giving people in the Parking Division the impression that we are under her authority. Many of us have told you this before.

I am concerned and afraid because she verbally threatened me on yesterday as if she's going to retaliate against me in some sort for the non-release of her neighbor/friend's vehicle. I am currently at work and very afraid of retaliation from Ms. Linda. I have seen her do this to someone before and do not want this to happen to me. I need some direction as to how I move forward with my work day(s).

*Sherida M. Emery, Parking Operations Supervisor
Department of Public Works/Parking Division
1340 Poydras St., Ste. 801
New Orleans, Louisiana 70112*

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Direct Line: 504-658-8207
Fax: 504-658-8201/504-658-8202
City Cell: 504-874-0767
Email: smemery@nola.gov*

From: Sherida M. Emery
Sent: Monday, October 27, 2014 12:48 PM
To: Mark D. Jernigan
Cc: Zepporah Edmonds; Linda L. Copeland; Elizabeth S. Robins; Cedric S. Grant; Sharonda R. Williams; Andrew D. Kopplin
Subject: Concerned about conversation with L. Copeland
Importance: High

Good Morning Col.,

I had a very disturbing verbal conversation with Ms. Linda a few minutes ago regarding the release of her friend's vehicle that was towed on Saturday, October 25, 2014 morning. She is very upset because she feels that it should be released. I informed her that I would have to receive that in writing from you or Zep before I can contact the cashiers at 400 N. Claiborne Ave. She stated, "this is very absurd & that Zep & I will hear from her in regards to this." I told her that sounds like a threat telling me that we will hear about this later.

Col, I am very concerned & upset with Ms. Linda's tone and her actions with me in regards to her friend's vehicle being released. I feel as if since I did not do as she was telling me that she will retaliate against me in some way. I am not in a comfortable place at this time. I was only doing my job, I know that this is not the proper protocol in releasing vehicles.

*Sherida M. Emery, Parking Operations Supervisor
Department of Public Works/Parking Division
1340 Poydras St., Ste. 801
New Orleans, Louisiana 70112*

*Phone: 504-658-8200
Direct Line: 504-658-8207
Fax: 504-658-8201/504-658-8202
City Cell: 504-874-0767
Email: smemery@nola.gov*

From: Zepporah Edmonds
Sent: Friday, November 14, 2014 3:13 PM
To: Mark D. Jernigan
Subject: Claiborne Auto Pound Incident Final Report

Col. Jernigan,

Attached, please find a comprehensive report of an incident that occurred at the Claiborne Auto Pound over a 2-day span: Sunday, October 26, 2014 and Monday, October 27, 2014.

As you are aware, I was on sick leave during this time frame. However, I received numerous telephone calls from several staff members at the Claiborne Auto Pound reporting that a DPW staff member, identified as Linda Copeland had approached staff seeking to have her "friend/neighbor's" car that had been towed in response to Code 18, released (RTO). Staff expressed concern because this request was outside of the written policies and procedures for releasing towed vehicles.

Those who contacted me expressed that the RTO policy and procedures were explained to Linda, but that they were VERY CONCERNED because they had not complied with Linda's request and subsequent "demand" to release the towed vehicle. They further stated that they knew releasing the vehicle was a very serious violation of policy for which they could receive disciplinary action, but felt that Linda was not satisfied with their response.

Additionally, City staff and our Contractor's staff at the Auto Pound shared grave concerns regarding Linda's mannerism and some of comment's that she made as she attempted to secure the release of said vehicle. The towed vehicle was released only after the amount due of \$193.00 was paid.

Col. Jernigan, to be honest, I share this same concern. As you are aware, I have made countless complaints to you about how disruptive and challenging Linda's actions are in the workplace. I am fearful about submitting this report to you because of past history when I have attempted to report to you what I observed and noted as Linda's inappropriate and unprofessional conduct. I am also gravely concerned about the comments that she made about me to Sherida Emery. As Sherida reported in her email and meeting with you about this incident, Linda blatantly threatened to take action against Sherida and I if her friend's vehicle was not released. Not only did the threat that Linda made elevate my worries about my existing and unendurable hostile work environment, it demoralized and embarrassed me. I later received reports that this conversation took place at the Auto Pound's Cashiers Office in the lobby where customers were being served. The contractor's cashiering staff also observed and reported Linda's mannerism and interactions with them. One cashier reported that Linda asked to enter the cashiering office, and when she was denied entrance, she stated, "Do you know who I am?" This cashier later expressed concern about her job status because of the way in which Linda interacted with her.

Overall, this incident is quite troubling for me as the City's Parking Administrator and a DPW employee. Respectfully, I must state that it has become quite obvious that these ongoing issues that I have been reporting for past several months have never been addressed and have now spiraled out of control. I am further convinced that this same colleague who has caused so many challenges and issues for me in the workplace; all of which were well documented and reported, would not have taken the aforementioned actions that are well beyond her position as our Human Resource Manager, unless she believed that she had the support and/or approval of an authority above both our levels. Please note that this statement is based on the lack of

response to my continuous complaints and requests for resolutions, including my reports of increased retaliatory acts and escalated hostility each time that I complained or reported Linda's actions.

The attached documents include: the email string in which I initially reported this incident to you, an email string from Sherida Emery regarding her interactions with Linda and statements from the cashiers who were on duty. I have also included a very small video clip of Linda while she was at the Auto Pound attempting to secure the release of her friend's towed vehicle. Although there is no sound in this video clip, you can clearly see that Linda is conducting herself in a unprofessional manner in the plain view of citizens as reported. I will deliver an extended version of this video to your office by Monday.

Again, as Parking Administrator, it is part of my duty to report incidents as well as submit my findings of any and all inappropriate conduct to you. Ms. Copeland is not a Parking Division employee and we both report to you equally; therefore, this is a report of my findings regarding a very serious incident that occurred at a Parking Division Office. However, I must go on record stating that I am doing so with great fear and concerns about the threatening comment that Linda made and escalated retaliation and increased hostility in my work environment.

As you know, I have health issues that I am currently on medical leave to address. I also fear that these continued and unaddressed actions will eventually take a devastating toll on my health.

Please let me know if you wish to discuss my findings.

Zepporah A. Edmonds, CAPP
Parking Administrator

City of New Orleans
Department of Public Works
Parking Division

1340 Poydras St.
8th Floor, Suite 801
New Orleans, LA 70112

504.658.8200 - Office
504.658.8202 - Fax

ATTACHMENT #9

Date: 7/7/15

To: Mark D. Jernigan, P.E., Public Works Director

From: Zepporah A. Edmonds, CAPP, Parking Administrator

RE: Office of Inspector General Report – Parking Control Officers

This shall serve as my official response to the Office of Inspector General's Report relative to an investigation that PCOs were sitting in local businesses for extended periods of time while on duty.

Summary:

On August 11, 2014 Mr. Eduardo Hernandez, Investigator for the Office of Inspector General (OIG) came to the Parking Division's Administrative Office located at 1340 Poydras St. for a meeting that he scheduled with me to discuss an OIG investigation on certain Parking Division staff. During this meeting, Investigator Hernandez showed me a video on his cell phone in which several Parking Control Officers (PCOs) were sitting in what appeared to be coffee shops talking on their personal cell phones and/or engaging in non-work related activities for extended periods of time.

I was able to identify each employee in the video and pointed out to Investigator Hernandez that immediate disciplinary action should be taken as these employees had violated the Parking Division's Code of Conduct. Investigator Hernandez explained that he could not allow me to have access to the video because these Officers were being investigated in response to complaints from coffee shops and other local businesses (Uptown and around the Federal Complex) that PCOs were sitting in their businesses for extended periods of time.

He took a particular interest in one PCO, who I identified to him as Andrea Easterling. Investigator Hernandez stated that his girlfriend is a Federal Officer and that PCO Easterling had issued her several parking tickets while patrolling the Federal Complex, which includes Camp and Magazine Streets. Investigator Hernandez stated that the purpose of his investigation was to prove that the PCOs in the video, with an emphasis on PCO Easterling had been targeting his girlfriend's government assigned work vehicle and other government vehicles to issue parking tickets in order to cover the gaps in their patrol when they sat in the coffee shop in this area. During this meeting, **there was never a discussion concerning PCOs sitting in hotels nor was there any mention of an investigation concerning retaliation on businesses/hotels by PCOs.** I am concerned that Investigator Hernandez included this in his report when this is incorrect.

Investigator Hernandez did not take notes during this meeting nor did he provide an official document requesting information from our office, but wrote on a random sheet of paper various information that he would need as part of his investigation. This included numerous documents and copies of parking tickets that were issued during a certain time frame near the Federal Complex. A great deal of this information and documents requested focused on PCO Easterling.

I had worked quite well with Investigator Hernandez in the past and felt comfortable having a frank discussion with him in reference to his request. I explained to Investigator Hernandez that we were in a high state of converting the Parking Division's operating system to an entirely new system and that we did not have the resources or the manpower available to gather this information manually. It was clear to see from the nonstop activity in our office that we could not accommodate Investigator Hernandez's request under conditions that our office was operating at that time. Our outgoing vendor (Xerox) was in the process of removing their equipment out as our new vendor (Duncan Solutions) were moving their equipment in and installing our new operating system. Our entire Ticket Processing Operating System was lodged in between our former and current vendors due the recent data transfer and conversion processes. In addition, our knowledge of the new system and our access to this system was limited. I reminded Investigator Hernandez that I was in the middle of working with his colleagues, Mr. William Bonney and Mr. Michael Centola on another very serious investigation that involved a member of my Towing staff.

Investigator Hernandez stated that he understood and agreed that he would give me time to work through the transition to our new operating system and the completion of the OIG Investigation that I was working with his colleagues. We agreed to circle back but did not schedule another time to meet.

Immediately after my meeting with Investigator Hernandez, I met with DPW Director, LTC Mark Jernigan to inform of this new OIG investigation as it had been outlined to me. I also advised Col. Jernigan that disciplinary action should be imposed for the PCOs who were identified in the Investigator Hernandez's video. I specifically identified then employees as Senior PCOs Andrea Easterling, Cynthia Marshall and Jamie Robbio; and former PCOs Kelly Skinner and Shekita Covington. I also informed Col. Jernigan that Investigator Hernandez specifically pointed out that his girlfriend was a Federal Agent and that PCO Easterling had been issuing parking tickets to her government vehicle. I further advised him on the seriousness of this investigation and that steps should be taken to address the widespread incidents of cell phone violations. Once again, I reminded him of the other open OIG investigations that I was working with Investigators Bonney and Centola. I did not receive any direction from Col. Jernigan on these investigations. My work assignments are under the direction of Col. Jernigan and this OIG investigation was not given priority when my work related tasks were assigned and/or redirected.

It is beyond me as to how and why this Investigative Report contained the aforementioned statements. The majority of the allegations are factually incorrect as well as other factually incorrect and false allegations are included throughout the report. I am not sure if Investigator Hernandez compiled this report from memory as I never observed him taking notes or if the goal was to intentionally discredit me as the Parking Administrator. Regardless of the intent, it is a defamation to my character, work ethics and integrity. Furthermore, it contains numerous inconsistencies that can be easily refuted by the supporting documentation that I will offer. Since the establishment of the Office of Inspector General, I have always demonstrated the highest level of cooperation and respect for this office. I received words of thanks verbally and in writing for working with the OIG on several investigations. In 2013, I received an emailed copy of a letter that Chief Investigator, Howard Schwartz wrote to First Deputy Mayor and CAO Andrew Kopplin, in which he commended me for my outstanding service and cooperation with the Office of Inspector General during the Traffic Camera Detail Investigation (*see attached*).

I have always believed that our offices (OIG and Parking Division) have enjoyed a mutually healthy and respectful working relationship and would not do anything to put this in jeopardy. As a 31-year proud city employee and administrator, I am very familiar with Civil Service Rules, Departmental Policies/Procedures and CAO Policy Memoranda. I am fully aware that any willful and deliberate intent or action to be uncooperative with the Office of Inspector General is a blatant and direct violation of the Code of Conduct. I have worked very hard throughout my career to keep my work record unblemished. Furthermore, I would never make a foolish decision at this point in my career which would tarnish my work record and possibly end my career.

What follows is a timeline of events that indicates my efforts and willingness to co-operate fully with the OIG's investigation and that my actions always were dictated for the good of the Parking Division and the City of New Orleans.

Timeline:

August 11, 2014: Met with DPW Director, LTC Mark Jernigan to inform him of my meeting with Investigator Hernandez. Explained this new OIG investigation as Investigator Hernandez had outlined it to me. I also advised Col. Jernigan that disciplinary action should be imposed for the PCOs who were identified in the Investigator Hernandez's video. I stated to Col. Jernigan that I would not be able to accomplish certain tasks assigned due to my enormous work load, initiatives by the Service and Innovation Team and several ongoing OIG investigations. He instructed me to prioritize my work assignments as follows: 1). Manage the transition for the Curb Management Contract and the conversion process and, 2). Ensure the continuity of the

Parking Division's field operations. The OIG investigations were not assigned as a priority. My work assignments are under the direction of Col. Jernigan and OIG investigations are not given priority when tasks are assigned. *(See attached email string dated August 1, 2014)*

August 13, 2014: Held a meeting with Col. Jernigan to update him on Parking's operations. Included in this discussion were the open OIG investigations and the numerous requests for information from their office, I also discussed my proposed Corrective Action Plan for the Ticket Writing and Towing Units that would help to mitigate the issues that the OIG brought to our attention during three (3) separate investigations of Auto Facility Specialists. **Feedback was not provided.**

August 26, 2014: I met with OIG Investigators, Mr. William Bonney and Mr. Michael Centola to discuss one of several investigations that began earlier in the year. Although I was dealing with a very serious medical issue, our offices worked very well together. These investigations were in high gear and had priority over Investigator Hernandez's investigation. *(Supporting documentation is available)*

August 21-28, 2014: This time was spent at Tulane Hospital as I became extremely ill. I submitted numerous medical documents to Col. Jernigan and also brought my medical condition to his direct attention. I also explained once again that my workload and other work related challenges were impacting my health. It was imperative for me to address my health issues at that time. *(Supporting medical documentation is available upon request)*

September 9, 2014: Investigator Hernandez requested via email for an update for the document request. I could not readily respond due to meetings all day with vendors.

September 18, 2014: Investigator Hernandez contacted me via text. I informed him that I was at the hospital. *(Supporting medical documentation is available upon request)* He visited our office later that day and met with Sherida Emery to discuss a parking permit for OIG's reserved parking spaces.

September 26, 2014: Investigator Hernandez requested via email that I call him. I was out sick. *(Supporting documentation is available upon request)*

September 29, 2014: Investigator Hernandez contacted me via email to get my approval on a parking permit created by their office to be used for vehicles parked in their reserved spaces. *(See attached email)*

October 6, 2014: Met with Investigators Bonney and Centola to discuss the ongoing OIG investigations and to present documents that had been requested, Became very ill during

this meeting and reported that I had to discontinue and leave work to seek medical attention. *(Supporting documentation is available upon request)*

October 8-31, 2014: I spent most of this month on leave due to illness. *(Supporting medical documentation is available upon request)*

November 2014: I spent most of this month on leave due to illness. *(Supporting medical documentation is available upon request)* **I provided medical clearance to work from home but Col. Jernigan denied my request.**

Although out ill, I communicated with Investigator Hernandez and assigned Parking Division Supervisor II, Sherida Emery to provide assistance. Ms. Emery explained in an email (attached) that she was overwhelmed with work due to my absence but that she would work towards responding to his request. I also offered options to Investigator Hernandez in an email communication to him. **Again, I am concerned as to why the OIG cites that I was uncooperative during this investigation when I remained in communication with Investigator Hernandez while I was out ill as my medical condition allowed.** *(Please see attached emails)*

December 2014: I spent this month on leave due to illness. *(Supporting medical documentation is available upon request)*

Ms. Emery interacted with Investigator Hernandez as her workload would allow. On December 19, 2014 she submitted some of the documents that had been requested and provided a status on others. **Again, there was never a discussion concerning PCOs sitting in hotels nor was there any mention of an investigation concerning retaliation on businesses/hotels by PCOs. Investigator Hernandez did not request documents relative to retaliatory acts by PCOs.**

Col. Jernigan instructed me to turn on my "Out of Office Reply" on 12/5/2014 after I reported that I would be returning to work within a few weeks. I could no longer communicate with Investigator Hernandez until I returned from my medical leave.

January 6, 2015: I returned to work. Prior to my return, I explained my medical condition to Col. Jernigan and Deidre Howard (HR) during a conference call I scheduled for this reason. I had numerous scheduled and unscheduled medical appointments. Investigator Hernandez was notified that I had returned to work.

I spent this entire month planning for our move to City Hall, preparing for the Mardi Gras season and working with our new vendors as we were experiencing major operational issues.

February 11, 2015: Scheduled a meeting with Investigator Hernandez to catch up on his request and to provide the remaining documents that were available. We were in an operational mode for Mardi Gras and were also planning to move to our new office space in City Hall. Col. Jernigan was notified of this meeting but did not respond or provide direction. Ms. Emery had provided several response and documents to Investigator Hernandez. I continue to have problems with receiving emails. *(Supporting documents and emails are available)*

February 13, 2015: I responded to a list of questions from Investigator Hernandez. Some of my responses were based upon my meeting with him. *(See attached email)*

February 26, 2015: Contacted Col. Jernigan via email and expressed, "I am very concerned about the email below and the issues that Investigator Hernandez has raised about meter rentals. I am not comfortable responding regarding meter rentals for the Roosevelt Hotel due to the parking conditions in this area. As I have stated on numerous occasions, the Roosevelt Hotel's staff have barricaded several meter spaces for the hotel's use without going through the normal rental process." I did not receive a response from Col. Jernigan, nor did he provide guidance on this issue. *(See attached email)*

Our operations were directed on supporting the Mardi Gras season and immediately afterwards, started preparing for our move to our new office space in City Hall. This was a monumental task and physically challenging.

March 2015: Moved to our new office space in City Hall, which took several weeks to settle our operations. Supervisor Emery continued to interact with Investigator Hernandez and responded to his request for information. *(Supporting documents and emails are available)*

March 25, 2015: Responded to an email from Investigator Hernandez in which he requested the identities of the PCOs who were on the video that he showed me on August 11, 2014. Again, I advised Col. Jernigan of the seriousness of this matter.

April 20, 2015: Per Investigator Hernandez's request, I sent to him via email, the Activity Log Report for PCOs Easterling. To not just single out Ms. Easterling, I also requested reports for PCOs Jamie Robiho, Cynthia Marshall and S. Mitchell. *(These reports are voluminous, but are available upon request)*

April 29, 2015: Investigator Hernandez requested information on an unrelated parking matter. He received an immediate. *(Email string available upon request)*

May 2015: I held a very lengthy and robust discussion that seemed to be a “wrap-up” of Investigator Hernandez’s investigation. This meeting was attended by members from my staff: Supervisor II, Sherida Emery; Supervisor I, Barlette Johnson and Operations Specialist II, Jorge Hernandez. Investigator Hernandez’s colleague, Mr. Berrett also attended the meeting and seemed to be taking notes. We explained that GPS tracking was functional and that we were now better trained on the new system and could produce reports as needed. We explained that our knowledge of our new system was limited during the time of his initial request. We then produced various types of reports at his request. He stated that he would include this information his final report.

Investigator Hernandez then brought up PCO Easterling and the photos that he had taken of her and 2 other PCOs while at a Rouses store. He pointed out that she was wearing an earpiece, which is a violation of policy. He stated that he would send this in an official report so that I could forward this to Col. Jernigan and to our HR Office with my recommendation for disciplinary action. *(I never received that information)*

Our conversation then shifted to the government vehicles receiving tickets around the Federal Complex. We explained to Investigators Hernandez and Berrett that our staff is not permitted to overlook vehicles parked in violation and cannot determine if a vehicle is an official government vehicle unless it is clearly marked. Investigator Hernandez expressed that the placards in these vehicles cannot be purchased by a civilian and asked if we could grant these vehicles the same acknowledgement as we do marked police units. I asked Investigator Hernandez to connect me with the contact person for each of these agencies so that we could discuss this issue and readily provide a solution. I informed him that I knew how to contact Ginny May in the U.S. Marshall’s Office and that she usually contacts me directly for parking related problems. He responded that he would serve as their “POC” and that he would follow up with a written request and provide a copy of their placards. *(I have not received that information nor have I heard back from Investigator Hernandez on this issue)*

This subject of PCOs sitting in hotels and committing retaliatory acts when they were asked to leave was not brought up until I, along with members of my staff mentioned this issue during this final meeting. I pointed out that one of the former PCOs (Ms. Kelly Skinner) seen in the pictures was disciplined for inappropriate conduct. I went on to tell Investigator Hernandez that Ms. Skinner was sitting in a hotel lobby and when the manager asked her to leave she enforced a Passenger Zone that she had not enforced in the past, which was perceived as a retaliatory act. He then became very interested in this matter and asked for a copy of her disciplinary letter; which he received at that time. We also provided information to him regarding her departure and her current position at the Taxi Cab Bureau.

Investigator Hernandez seemed to think that this was a recent matter until we pointed out that this happened in June of 2013. He then stated, "Yes, there was a recent complaint about enforcement around the hotels." I explained to Investigator Hernandez that we were directed to discontinue enforcing Passenger Zones in front of hotels in 2013, which was linked to Ms. Skinner's inappropriate conduct. I also informed him that most hotels had illegally blocked off parking spaces, including meters with barricades and signs; therefore, we were unable to enforce these areas. He appeared to be confused; therefore, I provided him with photographs of the illegal signs and barricades placed on the City's curb space by hotels. Investigator Berrett appeared to be taking notes at this time. Again, this was the only time when there was a discussion between the Parking Administrator and the OIG concerning PCOs sitting in hotels. In addition, this was absolutely the first mention of retaliation on hotels by PCOs. Investigator Hernandez did not request documents relative to retaliatory acts by PCOS prior to this meeting. In fact, Investigator Hernandez clearly did not realize that this incident had occurred almost two years earlier. The allegation that I did not produce this information when asked is false and I consider it to be defamatory.

There are several other inconsistencies that should be noted:

The OIG report states, "Brett Peze, Vice President of Xerox did not recall at any time being asked by a City employee to produce a report." However, it is noted in my email response to Investigator Hernandez that he agreed to contact Mr. Peze directly. (See attached email)

The OIG report states, "Mr. Anderson Moore, Vice President of Duncan Solutions did not recall at any time being asked by a City employee to produce a report for 2013 or 2014." However, it is noted in my email response to Investigator Hernandez that prior to 2014 this database was maintained by Xerox. Therefore, I would not have requested these reports from Mr. Moore. (See attached email) It should also be noted that in an email from Investigator Hernandez to Mr. Moore there is a request for information but it seems to be more focused on Andrea Easterling. (See attached email from Mr. Moore)

The OIG report shows citations that were issued for safety related violations. PCOs are not authorized to disregard illegally parked vehicles unless they are clearly marked emergency units. PCOs have no method of determining whether or not these vehicles are involved in an emergency. There is a well-established protocol to have tickets issued to law enforcement vehicles adjudicated. This process also helps to ensure that the drivers of law enforcement and government vehicles will be held responsible when they park illegally for non-emergencies; which is in accordance with the CAO Policy.

Additional notes:

I received several verbal and written requests from NOPD Deputy Chief Jay Ginsberg for stringent enforcement around the District Courts at Tulane and Broad. (*Email string available*)

To date, I have never heard back from Investigator Hernandez on the information that he was to provide to help our enforcement staff to recognize unmarked federal/government emergency vehicles. This would help to minimize any unnecessary ticket issuance on these types of vehicles.

To date, Investigator Hernandez has never followed-up on my request for information on PCO Easterling's violation when he witnessed her wearing an earpiece. This information would have been used to prepare a recommendation for disciplinary action to HR and Col. Jernigan.

I suffered through a very serious illness throughout 2014; which caused me to spend a majority of 2014 on sick leave. My direct report and the Appointing Authority of Public Works, Col. Mark Jernigan, was fully aware of this OIG investigation; however, he did not give me or any staff member in DPW guidance on how to support this investigation during my illness. In December 2014 I was directed to turn on my "Out of Office Reply."

Upon my return to work on January 6, 2015, Col. Jernigan informed me that he was changing the cell phone policy which would authorize field staff to use them while on duty. I reminded him of the OIG investigation that specifically showed that PCOs were violating the existing policy and extending their breaks while on cellphones. He directed me to allow them to carry their cellphones. At my request, he allowed me to impose guidelines for using cellphones in the field.

In conclusion:

Even though Col. Jernigan received this document on June 8, 2015 I had no previous knowledge until he handed this report to me during the afternoon of June 19, 2015. My response above, in the form of a timeline, refutes all allegations levied against me. All of these unfounded characterizations impugn my character, integrity, professional career and work ethics. Furthermore, they are based on half-truths and are without merit.

All of the statements that I have made above are well documented in the form of emails, Physician Statements and other supporting documentations that I will present as requested.

Beginning on August 11, 2014 and on numerous occasions, I communicated the improper conduct of the Parking Control Officers mentioned in this report to my direct report and the Appointing Authority of Public Works, Col. Mark Jernigan. To date, I have not received any guidance on these matters.

I have always demonstrated the highest level of cooperation and respect for the OIG and its Investigators. I have responded to their requests with the upmost integrity. In addition, I received words of thanks verbally and in writing for working with the OIG on several investigations. In 2013, I received an emailed copy of a letter that Chief Investigator, Howard Schwartz wrote to First Deputy Mayor and CAO, Andrew Kopplin in which he commended me for my outstanding service and cooperation with the Office of Inspector General during the Traffic Camera Detail Investigation (*see attached*).

I am highly offended and discomfited at the manner in which my character and integrity was assassinated in this report. It is not reflective of the well-established working relationship that I have with several Investigators and with the OIG. My hope is that Investigator Hernandez will acknowledge that this report is flawed as he did not take any notes during our meetings. Notes were only taken during the last meeting by Investigator Berrett. Again, I believe that the supporting documents that I have to offer and the timeline above will validate my stance that many of the allegations in this report are factually incorrect.

I believe that this report was written with the intention to defame my character and integrity. This was done because of the direct and honest actions that I have taken in the past that were not favorable to some individuals in City government.

I have and will always do what is morally correct and what is in the best interest of the City of New Orleans and not for personal gain.

Respectfully submitted by:

Zepporiah A. Edmonds (signed electronically)

Zepporiah A. Edmonds, CAPP
Parking Administrator

From: Zepporah Edmonds
Sent: Monday, July 13, 2015 10:40 AM
To: Mark D. Jernigan
Cc: Zepporah Edmonds
Subject: FW: Supporting Documents for OIG Response Letter from ZE

Col., I am not sure if you received this email as my work email account was not working weekend.

Please see attached.

From: Zepporah Edmonds [mailto:edmondszepporah@gmail.com]
Sent: Sunday, July 12, 2015 11:19 PM
To: Mark D. Jernigan; Zepporah Edmonds
Subject: Supporting Documents for OIG Response Letter from ZE

Col. Jernigan,

I have struggled all weekend trying to send these supporting documents to you. As I explained in an earlier email, my work email account (zedmonds@nola.gov) is not working.

Please include these supporting documents with the response that I sent from my nola.gov account on Friday, July 10, 2015 @ 5:05PM just before my work email account went offline.

To make certain that you received my official response to the OIG Report, I will resend the document from this email account. I will also attached a screenshot of my work email account which supports that I have been unable to communicate and send my supporting documents via email.

Thanks.

From: Zepporah Edmonds
Sent: Monday, August 04, 2014 10:11 PM
To: Mark D. Jernigan
Cc: Zepporah Edmonds
Subject: RE: Parking Employee Incentive Program

Col. – message received.

As I stated in my email on Friday, August 1, 2014 and during our meeting later that same afternoon, the Parking Division's operations are in the midst of a major transition for Ticket Processing services, which falls under our new Curb Management Contract with Duncan Solutions, LLC. Intense training, implementation (in phases) and strategizing deployment are ongoing. As I also indicated during the meeting and have confirmed through daily operational meetings with Duncan's staff, the technology process will not be fully completed for at least another 30 – 45 days. The integration process for the Pay-by-Phone application is tentatively scheduled to begin on Aug. 18th. This process alone may take a few weeks for full implementation and deployment.

The Parking Employee Incentive Program, supported by the Director's office is an outstanding morale booster and will be greatly appreciated by all Parking Division staff; especially the supervisors, who often incur out of pocket expenses in their efforts to incentivize their respective squads. My recommendation to postpone this program until the last quarter of this year is based on my assessment of where we are operationally and what is needed to guide your Parking Division in a direction that will help us to meet as many set expectations and performance goals as possible. In addition, staff can remain focused on acclimating to the new Auto Cite/Auto Process systems. This would also allow us the opportunity to work through most of the anticipated systematic issues.

As the City's Parking Administrator and your subordinate, I am informing you of the status of our operations and also advising you that the process of implementing, training and deploying our new technology for Ticket Processing services are still in progress. I cannot express enough how critical it is for our operations to keep this project moving forward through repetitive hands-on training and focus. I believe that postponing the Parking Employee Incentive Program until the last quarter of this year is the better path forward. However, if you choose to redirect our focus, please advise; I will abide and direct staff accordingly.

Col., again I request that you reflect upon the numerous meetings and discussions that we have held in reference to my work activities and assignments, many of which require follow-through action. For several weeks I have continuously informed you about the countless situations that constantly require my immediate attention, the myriads of unscheduled special events that we have been required to support, the OIG investigations underway, the mounting issues with the conversion process, and the never ending challenges of administrating a 24/7 operation. As a result of the aforementioned, I have repeatedly stated that I would not be able to complete certain assigned tasks. Each time you have responded, "I expect your only priorities to be as follows: 1) Managing the transfer of the City's data from Xerox to Duncan and the conversion process; 2) Monitoring the vendors' performance for the new Curb Management Contract, which includes ensuring that key milestones are met; and 3) Maintaining the continuity of the Parking Division's field operations." The Parking Employee Incentive Program was a task assigned while I was out on sick leave

and at a critical point during the data transfer and conversion process from Xerox to Duncan Solutions. Managing 2 major projects (Ticket Processing and Meter Operations) for the new Curb Management Contract and maintaining field operations did not allow for the initiation or completion of the Parking Employee Incentive Program. Although this program is also quite important to our operations, it was not related to priorities 1, 2 or 3.

With respect to you as my supervisor, I humbly request that my workload be considered when tasks are assigned. I fully understand that it is totally within your discretion to redirect my work assignments; however, with great humility, I also request that it be clearly stated to me in writing how these assignments should be prioritized. If it would be helpful to you when considering my assignments, which are most often quite extensive, I can submit my calendar to you monthly or weekly. This will not only show my assignments, but also my daily responsibilities and duties. In your review of the June and July calendars and the Org Chart that I sent to you on Friday, August 1, 2014, you can easily determine that I work very long hours that often include nights, weekends and holidays. Additionally, you will be able to quickly determine that I am the only EAP employee that you have in DPW at this pay grade with such an enormous workload. As you are aware, I am still waiting for a response to my request for a job study for the Parking Administrator position.

I am not complaining, but merely stating that with my workload and the mandates that I have as your Parking Administrator, timelines/deadlines for tasks may have to be adjusted as unexpected issues arise. I assumed that this was clear between us as supervisor and subordinate because we have discussed this quite often. Moving forward, I will follow-up our discussions with a written request for confirmation of your directive(s). In this, I can improve my great service as your Parking Administrator.

Throughout my lengthy career as a city employee, I have maintained an impeccable work record which I proudly contribute to my hard work, dedication and commitment to any and all assigned tasks. My goal is to keep my unblemished work record intact.

Thanks.

From: Mark D. Jernigan
Sent: Friday, August 01, 2014 5:14 PM
To: Zepporah Edmonds
Subject: RE: Parking Employee Incentive Program

Zepporah,

In follow-up to our discussion this afternoon, I would like to get the names of the parking employee incentive program committee you designate by COB Aug 15th and for them to be prepared to present their recommendations to me by Sep 2d (exact date/time to be confirmed the week prior based on operational priorities and schedules). I am expecting at least 3-5 recommendations for incentives to recognize outstanding performance and some discussion about why the incentives are being recommended and what kinds of performance would trigger an award and/or incentive. I will leave the format and venue of this meeting to you and the committee's discretion.

In the future, I expect to be informed in a more timely manner if a task that we discuss will not be completed on the schedule we agree on. Thanks.

Mark

From: Zepporah Edmonds
Sent: Friday, August 01, 2014 1:40 PM
To: Mark D. Jernigan
Subject: RE: Parking Employee Incentive Program

Col.,

I did not want too much time to pass by without responding to your email. As you personally witnessed during your walk through on yesterday, I have been going nonstop with planning for the full conversion of our TP system this entire week. Your notes are correct regarding the proposed time to present recommendations for an employee incentive program. However, I respectfully wish to remind you of several follow up conversations and meetings that we have held since our telephone conversation, which was actually on July 2, 2014. Although the meetings notes are dated June 23rd, I left work sick on that date and was also on sick leave during our telephone conversation on July 2, 2014.

Since our July 2nd telephone conversation/meeting, numerous escalated issues and tasks have come up in reference to the transfer of the City's data from Xerox to Duncan. As I have made you aware during numerous discussions/meetings, this is a monumental task which has extended my usual 70+ hour weekly work schedule to well over 90+ hrs. weekly. During these meetings/discussions with you it has been made clear to me that the data transfer, implementation, and full conversion of Ticket Processing was my number one priority as the DPW's Parking Administrator. For the past few months, this has been my main focus and continues to be at the forefront of my work activity. *(See attached June and July calendars. NOTE: Weekends and holidays worked are not reflected on calendars)*

Included with keeping the Ticket Processing project moving forward are the numerous tasks which falls under the responsibilities and duties that I have had to undertake due to vacancies that remained unfilled for these respective administrative positions. *(See attached Org Chart)*

In considering what's currently underway in Parking, I will not be prepared to conduct a presentation on the above stated subject matter during roll call on August 4th. I have not formed a committee of staff to make such recommendations. We still have much work ahead in getting the handhelds fully implemented and deployed, which will require additional training for staff and supervisors. We also have our ticket information and management system that will require training and assimilation for all staff, including me. *(Please see the attached Transition Outline – Updated Weekly)*

With this in mind, I respectfully request that the initiative to formalize the proposed Parking Employee Incentive Program, which I wholeheartedly support, be rescheduled for the last quarter of this year and implemented the 1st quarter of next year. During the holidays, we always plan activities to show appreciation for staff.

I am available to discuss. Please advise.

Thanks.

From: Mark D. Jernigan
Sent: Wednesday, July 30, 2014 12:12 PM
To: Zepporah Edmonds
Subject: Parking Employee Incentive Program

Zepporah,

Based on my notes from our telephone conversation on Jun 23rd, concerning priorities and initiatives with the Parking Division, I asked that you form a committee of employees and supervisors to present recommendations on an employee incentive program for the Parking Division. We decided that this presentation would take place at morning roll call on Aug 4th. Has the committee been designated and is it prepared to present recommendations as scheduled?

Mark

From: Zepporah Edmonds
Sent: Friday, September 04, 2015 7:05 AM
To:
Subject: FW: Parking Placard OIG

From: Eddie Hernandez [mailto:ehernandez@noiaog.org]
Sent: Monday, September 29, 2014 9:46 AM
To: Zepporah Edmonds
Subject: Parking Placard OIG

Good Morning Ma'am,

I hope you begin to feel better soon. Attached is a Parking Placard we came up with to put in the front windshield of vehicles parking in the OIG parking enforcement zone to avoid receiving parking violation tickets, per your approval of course.

Get well,
-Eddie

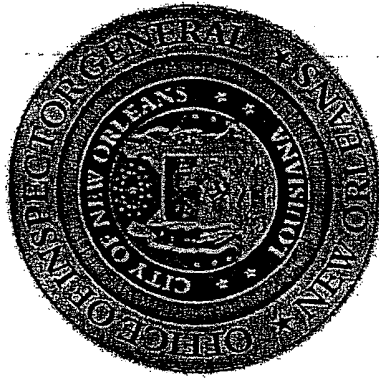
Eduardo A. Hernandez, CFE, CIGI
Investigator
City of New Orleans Office of Inspector General
525 St. Charles Avenue
New Orleans, LA 70130
Cell: (504)681-3230
Fax: (504)681-3230

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OFFICIAL BUSINESS



Office of Inspector General
CITY OF NEW ORLEANS



A handwritten signature in black ink, appearing to read "Edouard R. Quatrevaux".

Edouard R. Quatrevaux
Inspector General

OFFICIAL BUSINESS

From: Eddie Hernandez [mailto:ehernandez@nolaog.org]
Sent: Monday, November 17, 2014 8:52 AM
To: Zepporah Edmonds
Subject: RE: Requested items

Good Morning Ma'am,

Hope you are staying warm. I was curious if after you spoke with Ms. Emery if there is a completion date?

Thanks you,
-Eddie

Eduardo A. Hernandez, CFE, CIGI
Investigator
City of New Orleans Office of Inspector General
525 St. Charles Avenue
New Orleans, LA 70130
Cell: (504)307-5052
Fax: (504)681-3230

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From: Zepporah Edmonds [mailto:zedmonds@nola.gov]
Sent: Wednesday, November 12, 2014 10:52 AM
To: Eddie Hernandez
Subject: RE: Requested items

Sorry, I hit send before I was done. If my proposed actions would be helpful, please let me know your availability so that I can set up a conference call with Sherida.

From: Zepporah Edmonds
Sent: Wednesday, November 12, 2014 10:44 AM
To: Eddie Hernandez (ehernandez@nolaog.org)
Subject: RE: Requested items

Thanks so much. You are not bothering me at all. In fact, I am rather embarrassed that we have not been able to provide a more speedy response. I do know that Sherida has been overwhelmed and has been working triple duty which is causing her to be pulled in many different directions.

I enjoy responding to your office and really appreciate the respectful manner in which I am treated when our offices work together.

I can offer 2 solutions right now: 1. Let me set up a call with you and Sherida in which I will participate and direct her to prioritize your request so that the information can be provided sooner than later. 2. Whatever I can research and pull from the records that I can access from home, I will do that today so there will be no further delays.

Would this action be helpful? If so,

From: Eddie Hernandez [mailto:ehernandez@nolaog.org]
Sent: Wednesday, November 12, 2014 10:40 AM
To: Zepporah Edmonds
Subject: RE: Requested items

Ma'am,

I'm sorry you aren't feeling well and I hate to bother you with this, I have asked Ms. Sherida Emery for the documents and have not received anything. I have asked her twice now for an estimated completion date and have not received a date nor the requested documents. I recently sent her a text on October 29, 2014, "Do you have an estimated time of completion" (she did not respond to that text) and I repeated the same text again on November 10, 2014, she responded that same day with, "Good Morning, let me check with Zep to see." As I said earlier I hate to bother you with this especially since you are not well, but I have not received anything at all.

I hope you feel better soon and recover quickly.
-Eddie

Eduardo A. Hernandez, CFE, CIGI
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City of New Orleans Office of Inspector General
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From: Zepporah Edmonds [mailto:zedmonds@nola.gov]
Sent: Wednesday, November 12, 2014 10:29 AM
To: Eddie Hernandez
Subject: RE: Requested items

Greetings Sir,

Unfortunately, I am out sick until further notice; however, I have been performing limited duties from home.

I thought that you were working with Sherida Emery to get the information that you requested? Have you not heard back from her?

From: Eddie Hernandez [mailto:ehernandez@nolaioig.org]

Sent: Wednesday, November 12, 2014 10:19 AM

To: Zepporlah Edmonds

Subject: Requested Items

Ma'am,

I have yet to receive anything from the in-person request from this summer.

Eduardo A. Hernandez, CFE, CIGI

Investigator

City of New Orleans Office of Inspector General

525 St. Charles Avenue

New Orleans, LA 70130

Cell: (504)307-5052

Fax: (504)681-3230

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From: Zepporjah Edmonds
Sent: Friday, September 04, 2015 7:05 AM
To:
Subject: FW: Questions concerning PCO and tickets

From: Eddie Hernandez [mailto:ehernandez@nolaoig.org]
Sent: Monday, February 09, 2015 1:57 PM
To: Zepporjah Edmonds
Subject: RE: Questions concerning PCO and tickets

Thank you Ma'am, I appreciate it and I hope you feel better.

From: Zepporjah Edmonds [mailto:zedmonds@nola.gov]
Sent: Monday, February 09, 2015 1:22 PM
To: Eddie Hernandez
Cc: Mark D. Jernigan; Sherida M. Emery
Subject: RE: Questions concerning PCO and tickets

Good afternoon Mr. Hernandez,

I thought that your questions were answered. I now realize that you sent 2 separate emails requesting information.

Please note that I have always been cooperative with your office and that has not changed. However, my health issues and other work related tasks have caused some unforeseen delays with my responses. Again, not responding to the email below was an misunderstanding as I thought a response has been provided.

I am currently in the middle of strategizing deployment for this week's Mardi Gras parade enforcement with staff, but will respond as time permits; hopefully by COB today. I do understand the need to get you the information that you requested a while ago.

Thanks.

From: Eddie Hernandez [mailto:ehernandez@nolaoig.org]
Sent: Monday, February 09, 2015 11:23 AM
To: Zepporjah Edmonds
Subject: FW: Questions concerning PCO and tickets

Good Morning Ma'am,

I am still waiting for the answers to my questions from last month.

Eduardo A. Hernandez, CFE, CIGI
Investigator
City of New Orleans Office of Inspector General
525 St. Charles Avenue
New Orleans, LA 70130
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Fax: (504)681-3230

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From: Eddie Hernandez
Sent: Monday, January 12, 2015 12:33 PM
To: Zepporah Edmonds [zedmonds@nola.gov] (zedmonds@nola.gov)
Subject: Questions concerning PCO and tickets

Good Afternoon Ma'am,

Sorry we missed each other last week, I had some questions for you (the majority are repeats from what I asked Ms. Emery) and I'm thinking this is the best way to get them answered.

- Is Brett Peze the best person for me to speak with concerning the tickets pre-Duncan?
- Do you all produce any reports concerning Tickets issued?
- Do you all produce any reports showing the following, where the tickets are being issued, what are the busiest times, what times are they issued, do you all notice any writing gaps?
- Does the City of New Orleans maintain a database of all written tickets, if not who does, where are the previous tickets, how are they maintained?
- Is there a way to search by street address for tickets issued?
- What would be the process when we had Xerox and now with Duncan to search for all tickets issued in a certain area/block/streets
- Is their GPS data for the PCO's when we had Xerox and now with Duncan?
- When the PCO's had City cell phones were they able to track or view their location? If not why?
- Is the GPS function working with Duncan machines? If no what is the estimated time until they are functioning?
- What is the name and number for someone I could speak with at Duncan?
- What are the benefits of the Duncan handhelds vs. Xerox?
- Are PCO's allowed to have or use personal cell phones while on duty?
- How many breaks are they authorized to have and how long are they?
- Are the PCO's supposed to radio in when they are taking breaks and provide a location? If so, who records this information and where is it located?
- Are PCO's allowed to take breaks together?
- What are the duties and responsibilities of the PCO Supervisor's?
- Do the PCO Supervisors check the issued tickets for quantity, frequency, and writing gaps for the day?
- Are their quotas for how many tickets are to be issued a day?

- Do the PCO's Supervisors ride the areas, check up on the PCO's, or park and walk with the PCO's?
- Is there a process for tracking dismissed tickets?
- When a ticket is dismissed do you all notify the PCO, keep track of the quantity and reasoning of the dismissal, or have a report on dismissed tickets?

Thanks again and I hope you are feeling better,
-Eddie

Eduardo A. Hernandez, CFE, CIGI
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City of New Orleans Office of Inspector General
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From: Zepporlah Edmonds
Sent: Friday, September 04, 2015 6:58 AM
To:
Subject: FW: Questions concerning PCO and tickets
Importance: High

From: Zepporlah Edmonds
Sent: Thursday, February 26, 2015 3:06 PM
To: Mark D. Jernigan
Subject: FW: Questions concerning PCO and tickets
Importance: High

Can we discuss this email and the attached spreadsheet? I am very concerned about the email below and the issues that Investigator Hernandez has raised about meter rentals. I am not comfortable responding regarding meter rentals for the Roosevelt Hotel due to the parking conditions in this area. As I have stated on numerous occasions, the Roosevelt Hotel staff have barricaded several meter spaces for the hotel's use without going through the normal rental process.

From: Eddie Hernandez [<mailto:ehernandez@nolaog.org>]
Sent: Thursday, February 26, 2015 2:34 PM
To: Zepporlah Edmonds
Cc: Mark D. Jernigan; Sherida M. Emery
Subject: RE: Questions concerning PCO and tickets

Good Afternoon Ma'am,

I appreciate the response as well as the documents. I understand that you all are moving into a new location and everyone is recovering from working long hours after the busy Mardi Gras season. I will be writing my report concerning the PCO's soon and am going to need those reports that we discussed no later than March 6, 2015 if they are to be incorporated in my report.

As far as the meter rentals, I reviewed all 29 completed meter applications that I was sent and discovered some discrepancies (see the attached spreadsheet) such as meters being rented on the same date, some entities were overcharged, and some entities were not charged enough or undercharged. I took into consideration that there is no charge for rental on Sundays or days that are holidays (the only holiday during that period was Memorial Day, May 26, 2014). Please let me know how you plan on handling this, such as refunds/credits, invoices, training, and modernization. I will be writing a public letter concerning the meter rental next week.

Thank you for your time,
-Eddie.

Eduardo A. Hernandez, CFE, CIGI
Investigator
City of New Orleans Office of Inspector General
525 St. Charles Avenue
New Orleans, LA 70130
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Fax: (504)681-3230

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From: Zepporlah Edmonds [<mailto:zedmonds@nola.gov>]
Sent: Friday, February 13, 2015 12:14 PM
To: Eddie Hernandez
Cc: Mark D. Jernigan; Sherida M. Emery; Zepporlah Edmonds
Subject: RE: Questions concerning PCO and tickets

Greetings Mr. Hernandez,

Thank you for coming to our office to meet and discuss several questions that you had concerning our Ticket Writing staff.

Below are my responses in blue. I have also attached: 1. The Bottom Line Stats Report that is generated monthly; 2. A copy of the general responsibilities of a Parking Supervisor as written in our Standard Operating Procedures, which as we discussed in the process of being updated.

Please also note that we did not forget about reports that we discussed; however, we are swamped with Mardi Gras and will start moving into City Hall immediately afterwards. Life in Parking should slow down a bit in Mid-March.

Hopefully, this information will be helpful.

Thanks.

From: Eddie Hernandez [<mailto:ehernandez@nolaog.org>]
Sent: Monday, January 12, 2015 12:33 PM
To: Zepporlah Edmonds
Subject: Questions concerning PCO and tickets

Good Afternoon Ma'am,

Sorry we missed each other last week, I had some questions for you (the majority are repeats from what I asked Ms. Emery) and I'm thinking this is the best way to get them answered.

- Is Brett Peze the best person for me to speak with concerning the tickets pre-Duncan? Yes (You agreed to contact Mr. Peze directly)
- Do you all produce any reports concerning Tickets issued? No, but the current system that we transitioned to in August 2014 will allow us the ability to generate these types of reports.
- Do you all produce any reports showing the following, where the tickets are being issued, what are the busiest times, what times are they issued, do you all notice any writing gaps? Yes, we can as needed. The current system that we transitioned to in August 2014 will allow us the ability to generate these types of reports.
- Does the City of New Orleans maintain a database of all written tickets, if not who does, where are the previous tickets, how are they maintained? Our current vendor, Duncan Solutions maintains such a database. Prior to August 2014, this database was maintained by Xerox.
- Is there a way to search by street address for tickets issued? With Duncan Solutions, yes; Xerox, no.
- What would be the process when we had Xerox and now with Duncan to search for all tickets issued in a certain area/block/streets With Xerox we had to make a request to the Project Manager for reports of these types; with Duncan we can access these reports directly from their system.
- Is their GPS data for the PCO's when we had Xerox and now with Duncan? No GPS data with Xerox. GPS data has been available with Duncan since February 6, 2015.
- When the PCO's had City cell phones were they able to track or view their location? If not why? No, such technology was not available on the City cell phones
- Is the GPS function working with Duncan machines? If no what is the estimated time until they are functioning? Yes, since February 6, 2015.
- What is the name and number for someone I could speak with at Duncan? Anderson Moore, VP Duncan Solutions – 414.630.8265
- What are the benefits of the Duncan handhelds vs. Xerox? More advanced technology
- Are PCO's allowed to have or use personal cell phones while on duty? PCOs have been allowed to carry their personal cell phones while on duty since February 5, 2015.
- How many breaks are they authorized to have and how long are they? (2) Fifteen minute breaks and (1) Thirty minute lunch break
- Are the PCO's supposed to radio in when they are taking breaks and provide a location? If so, who records this information and where is it located? Yes, they should notify their supervisor for breaks
- Are PCO's allowed to take breaks together? No
- What are the duties and responsibilities of the PCO Supervisor's? See attached
- Do the PCO Supervisors check the issued tickets for quantity, frequency, and writing gaps for the day? Yes, they are instructed and trained to do so
- Are their quotas for how many tickets are to be issued a day? NO
- Do the PCO's Supervisors ride the areas, check up on the PCO's, or park and walk with the PCO's? Yes, they are instructed and trained to do so
- Is there a process for tracking dismissed tickets? Yes, we currently modifying this process with the Administrative Hearing Center
- When a ticket is dismissed do you all notify the PCO, keep track of the quantity and reasoning of the dismissal, or have a report on dismissed tickets? Not at this time, but our vendor will begin sending monthly reports to review and use to monitor and evaluate staff's performance.

Thanks again and I hope you are feeling better,
-Eddie

Eduardo A. Hernandez, CFE, CIGI
Investigator
City of New Orleans Office of Inspector General
525 St. Charles Avenue
New Orleans, LA 70130

Cell: (504)307-5052
Fax: (504)681-3230

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From: Zepporah Edmonds
Sent: Friday, September 04, 2015 6:59 AM
To:
Subject: FW: City of New Orleans Parking Enforcement

From: Anderson Moore [mailto:amoore@DuncanSolutions.com]
Sent: Thursday, April 09, 2015 6:09 PM
To: Zepporah Edmonds
Subject: Fwd: City of New Orleans Parking Enforcement

FYI

Anderson C. Moore
Amoore@duncansolutions.com

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

From: Eddie Hernandez <ehernandez@nolaoig.org>
Date: 04/08/2015 3:49 PM (GMT-05:00)
To: Anderson Moore <amoore@DuncanSolutions.com>
Subject: City of New Orleans Parking Enforcement

Good Afternoon Sir,

It was good speaking with you today, below are the questions that I have in regards to our conversation:

- **All parking tickets for PCO A. Easterling on May 5, 2014**
 - o What is the process for you to get me this information?
 - o If my request were to be for all tickets written for a PCO from the time that Duncan Solutions had taken over how different would that process be?
 - Also, if I wanted a copy of all tickets written on certain City blocks on certain days (from the moment Duncan took over to now) would that information be readily available?
- How does the GPS work on the handheld devices?
 - o Does it only record the coordinates when a ticket is issued or is it constantly refreshing every few seconds or minutes and creating a data log of the coordinates?
 - o What are the various ways that the GPS data is exportable?
 - Does it produce an excel spreadsheet or does it plot the points on a map?

- Is a supervisor able to query a system and pull the current location of any handheld at that time of request or pull the data log of coordinates remotely (if it creates a data log of coordinates)
- Is it possible to set up alerts that if a handheld has remained at one location for over 5 minutes that it will notify the supervisor or something of that nature?
- Has anyone for the City ever asked for a report to be created on:
 - How many tickets an individual has written and the specifics of each ticket such as date, time, location, offense, etc...
 - The whereabouts/location of a handheld for any period of time?
 - Or for any other reports?
- I wanted to verify that the fee per ticket paid is \$7.35 and that if a ticket is voided you all do not receive any payment for that ticket?

Thank you for your help,

-Eddie

Eduardo A. Hernandez, CFE, CIGI

Investigator

City of New Orleans Office of Inspector General

525 St. Charles Avenue

New Orleans, LA 70130

Cell: (504)307-5052

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ATTACHMENT #10

OFFICE OF INSPECTOR GENERAL
CITY OF NEW ORLEANS



ED QUATREVAUX
INSPECTOR GENERAL

September 6, 2013

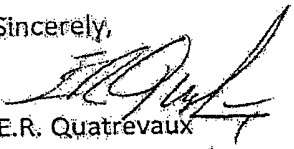
Mr. Andrew D. Kopplin
First Deputy Mayor and
Chief Administrative Officer
1300 Perdido Street, 9th Floor
New Orleans, LA 70112

Dear Mr. Kopplin:

I would like to take this opportunity to recognize the exemplary actions taken by your Parking Administrator, Zepporah Edmonds. The Office of Inspector General conducted an investigation into what has become known as the, "Red Light Camera Detail." In fact, this led to the termination of the former Director of Public Works, Robert Mendoza. Ms. Edmonds demonstrated the highest ethical standards when faced with an ethical dilemma. She was ordered by her boss, Robert Mendoza, to do something that she knew was not right. She could have "gone along", however, she chose to do what was right. Ms. Edmonds said that she knew that Mendoza could have fired her for not following his directions. She also knew that she was going to stand up for what was right regardless of the personal consequences she faced. Mendoza was the one who was fired for violating policies and procedures. Ms. Edmonds is the one being recognized for her fortitude and commitment to the City of New Orleans.

On behalf of my staff, I want to personally thank Ms. Edmonds for her dedication and her high ethical standards.

Sincerely,


E.R. Quatrevaux
Inspector General

M

From: Howard Schwartz [mailto:hschwartz@nolaog.org]
Sent: Friday, September 06, 2013 10:19 AM
To: Zepporah Edmonds
Subject:

Zepporah -

Attached is the letter that I am sending to Andy (so be surprised when he gives it to you). The IG's thanking you for what you did. Bill and I really do appreciate your hard work and dedication and your continued cooperation with our office.

Thanks again,

Howard Schwartz
Assistant Inspector General for Investigations
City of New Orleans Office of Inspector General
O - (504) 681-3263
C -



DEPARTMENT OF PUBLIC WORKS
CITY OF NEW ORLEANS

August 3, 2015

Via Certified U.S. Mail
Item No. 7010 3090 0003 6463 9694
And Regular Email

Zepporah A. Edmonds, CAPP
3901 S. Post Oak Avenue
New Orleans, LA 70131

Re: Notice of Pre-Termination Hearing

Dear Ms. Edmonds:

By this letter, the Department of Public Works is hereby serving you with written notice of a pre-termination hearing to address the following issues: 1) the June, 2015 OIG Report regarding your lack of cooperation and responsiveness; 2) interference in departmental investigations into allegations of sexual harassment against Alton Jones; 3) access to supervisor, Delisia Crayton's, email accounts without her permission; 4) retaliation against supervisor Valerie Petty; and 5) the suspension of Senior Parking Control Officer Giara Mahogany and subsequent settlement of her appeal. The hearing is scheduled for **August 31, 2015, at 3:30 pm**, in the Department of Public Works conference room on the 6th Floor of City Hall, to discuss your future with the Department.

More specifically, on August 11, 2014, you received a request from Mr. Eduardo Hernandez, Investigator from the Office of Inspector General (OIG), for information regarding any documents concerning a complaint that the OIG had received by local businesses alleging that several Parking Control Officers (PCOs) were sitting in their businesses and hotel lobbies for extended periods of time while on duty and that one PCO had retaliated against a local business when confronted about sitting in their lobby for an extended period of time. The OIG sent you follow-up requests later in August, 2014, in September, 2014, and October, 2014, and you never provided any information or documentation to the OIG disclosing that the Parking Division had received the same retaliation complaint and responded to it by issuing a formal reprimand to the PCO. The OIG also requested historical records regarding the number of citations issued by location, types of violations, dismissed violations, and citations issued by particular PCOs, and you failed to ask the previous parking vendor for this information or provide this information to the OIG as requested.

On June 22, 2015, after I informed you that I had initiated an investigation into allegations of sexual harassment against Alton Jones and urinalysis testing irregularities against Takeisha Feast, you

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discussed these allegations and the ongoing investigation with the two supervisors named in the allegations as well as the three current DPW employees named as potential witnesses, Ashley Terry, India Toney, Rachel Cook, and Mr. Thomas Terry, an employee in the Department of Property Management, who was related to the complainant, a former DPW employee. You did this without my permission or knowledge and while on Sick Leave. After speaking with you, one of the potential witnesses changed her original statement and another one refused to provide any substantive comments.

On May 12, 2015, you knowingly allowed Sherida Emery to access the email account of Delisia Crayton without her knowledge to look for the employee attendance report needed to complete timecard approvals in ADP, even though Ms. Emery already had the information she needed from other sources, and timecard approvals had already been completed on May 11, 2015.

On June 4, 2015, you relieved Valerie Petty of her duties as the Parking Division Training Coordinator, assigned her supervisory responsibilities for two squads of PCOs, and would not meet with her as she requested to discuss her concerns of retaliation for an email you became aware of that she sent to me and Linda Copeland in confidence on May 8, 2015 regarding her concerns about your management of the Parking Division.

On August 11, 2014, Senior Parking Control Officer Giara Mahogany was placed on a thirty (30) day emergency suspension effective August 12, 2014 through September 11, 2014, for unprofessional and discourteous conduct. On September 8, 2014, an extension letter was sent to Ms. Mahogany, extending her suspension fifteen additional days, until September 27, 2014, and demoting her to Parking Control Officer. Although you were provided with a copy of the letter to Ms. Mahogany informing her that her suspension was being extended until September 27, 2014, you called and informed her to return to work on September 20, 2014, one week prior to the date that she was to return without my approval. In fact, by email correspondence, you acknowledged that you informed Ms. Mahogany to return to work prior to the end of the suspension period. Additionally, in January 2015 during the appeal hearing with the Civil Service Commission for Ms. Mahogany's original 30-day suspension, you informed Greg Feeney, the attorney representing DPW, that reduction of the suspension to 15 days would be acceptable to the Department without my approval. You then asked that Giara Mahogany be reinstated by the Department after she had resigned.

Your failure to cooperate with the OIG and non-responsiveness to the OIG's requests for documentation and information to support an ongoing investigation violate Chapter 2, Article XIII, Section 2-1120 (20)(a) of the City Municipal Code which states that it shall be the duty of every City employee to cooperate with the OIG in any investigation.

Your interference into an ongoing Department investigation, retaliation against an employee based on email she sent, directing an employee to return to work early from suspension without the



approval of the Appointing Authority, and agreeing to a settlement during an employee disciplinary hearing are violations of CAO Policy Memorandum 83 (R).

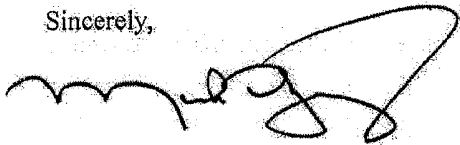
Your pre-termination hearing is being scheduled in accordance with Civil Service Rule IX; Section 1.2 which reads as follows:

1.2.1 In every case of termination of employment of a regular employee, the appointing authority shall conduct a pre-termination hearing as required by law and shall notify the employee of the disciplinary action being recommended prior to taking the action.

You have the right to have a personal representative present at the hearing with you. The representative may advise you only, and may not address the hearing representative unless specifically asked to do so.

If you have any documents you wish the Appointing Authority to consider, please bring copies to the hearing. You may also call witnesses to testify on your behalf, however, it is your responsibility to notify these witnesses and ensure their appearance at the proper time. If you do not show up for the **Pre-Termination Hearing on August 31, 2015**, the hearing will proceed without you.

Sincerely,



Mark D. Jernigan, P.E., PMP, LTC (Ret)
Director

cc: Law Department
Civil Service
Personnel File





DEPARTMENT OF PUBLIC WORKS
CITY OF NEW ORLEANS

August 20, 2015

Zepporah Edmonds
3901 South Post Oak Ave.
New Orleans, LA 70131

RE: Request to Postpone Pre-Termination Hearing

Dear Zepporah,

Your request for a continuance of your scheduled Pre-Termination Hearing scheduled for August 31, 2015, has been continued until **October 26, 2015, at 3:30 p.m.** at your request. The hearing will be held in the Department of Public Works conference room on the 6th floor of City Hall.

Your pre-termination hearing is being scheduled in accordance with Civil Service Rule IX; Section 1.2 which reads as follows:

- 1.2.1 In every case of termination of employment of a regular employee, the appointing authority shall conduct a pre-termination hearing as required by law and shall notify the employee of the disciplinary action being recommended prior to taking the action.

You have the right to have a personal representative present at the hearing with you. The representative may advise you only, and may not address the hearing representative unless specifically asked to do so.

If you have any documents you wish the Appointing Authority to consider, please bring copies to the hearing. You may also call witnesses to testify on your behalf, however, it is your responsibility to notify these witnesses and ensure their appearance at the proper time. If you do not show up for the **Pre-Termination Hearing on October 26, 2015**, the hearing will proceed without you.

Sincerely,

Mark D. Jernigan, P.E., PMP, LTC (Ret)
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