

## AGENDA

### METROPOLITAN CIVIL SERVICE COMMISSION

APRIL 10, 2007

**PLACE & TIME:** Civil Service Conference Room, Suite 163, 222 Building, 3<sup>rd</sup> Avenue North, Nashville, Tennessee, April 10, 2007 at 8:30 a.m.

**CSC MEMBERS:** Mr. William H. Farmer, Mr. R. Steve Corbitt, Mr. Michael Allen, Ms. Ervina Jarrett and Ms. D. Billye Sanders

#### ***Announcement of Appeals Process, Metropolitan Code of Laws 2.68.030***

**(A) MINUTES:** Approval of the minutes for the March 13, 2007 Civil Service Commission regular meeting.

#### **(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>EMERGENCY COMMUNICATION CENTER</u></b>			
Fulton, Lisa A.	Emer Telecommunications Manager	Promotion	03/10/07
Milliken, Angela R.	Emer Telecommunications Manager	Promotion	03/10/07
Peterson, Michelle R.	Emer Telecommunications Manager	Promotion	03/10/07
Sanschargin, Bruce E	Emer Telecommunications Manager	Promotion	03/10/07
Sullivan, Lisa M	Emer Telecommunications Manager	Promotion	03/10/07
Walsh, Denise A.	Emer Telecommunications Manager	Promotion	03/10/07
<b><u>FIRE</u></b>			
*Gilley, Chad Lee	Emergency Medical Tech 2	Class Change	03/01/07
*Glover, Darryl M	Emergency Medical Tech 2	Class Change	03/01/07
*Hendricks Jr., Paul Cecil	Emergency Medical Tech 2	Class Change	03/01/07
*Johnston, Gregory K	Emergency Medical Tech 2	Class Change	03/01/07
*Mcclure, Justin Brent	Emergency Medical Tech 2	Class Change	03/01/07
*Perry, Chasity Dawn	Emergency Medical Tech 2	Class Change	03/16/07
*Perry, Daryl W	Emergency Medical Tech 2	Class Change	03/01/07
*Poole, Joshua L	Emergency Medical Tech 2	Class Change	03/01/07
*Price, Derrick Ryan	Emergency Medical Tech 2	Class Change	03/01/07
*Simmons, Daniel Jesse	Emergency Medical Tech 2	Class Change	03/01/07
*Sims II, Barry Eugene	Emergency Medical Tech 2	Class Change	03/16/07
*Todd, Paula Lynn	Emergency Medical Tech 2	Class Change	03/16/07
*Toll, Steven Shane	Emergency Medical Tech 2	Class Change	03/01/07
*Tomlinson, Randall Alan	Emergency Medical Tech 2	Class Change	03/16/07
*Weatherby, Brad L	Emergency Medical Tech 2	Class Change	03/16/07
*Wilson, Russell Taylor	Emergency Medical Tech 2	Class Change	03/01/07
**Calvin, Christopher F	Firefighter 3	Reinstate-Disciplinary	02/20/07
^Bouse, Mathew F	Paramedic 2	Class Change	03/16/07
^Bouser, Michael B	Paramedic 2	Class Change	03/01/07
^Clinard, Ronald Scott	Paramedic 2	Class Change	03/01/07
^Combs, Nicholas Sean	Paramedic 2	Class Change	03/01/07
^Duong, David	Paramedic 2	Class Change	03/01/07
^Eldridge, Raina Kelly	Paramedic 2	Class Change	03/01/07
^Gupton Jr., James E	Paramedic 2	Class Change	03/01/07
^Hinson, Kevin A	Paramedic 2	Class Change	03/16/07
^Martin, Melonie I	Paramedic 2	Class Change	03/01/07

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>FIRE</u></b>			
^Middleton, Randolph A	Paramedic 2	Class Change	03/01/07
^Moses, James Hoyce	Paramedic 2	Class Change	03/16/07
^Petty, Clarence B	Paramedic 2	Class Change	03/01/07
^Powell, Corey E	Paramedic 2	Class Change	03/01/07
^Welch, Thomas Bradley	Paramedic 2	Class Change	03/01/07
^Wilee, Candice B	Paramedic 2	Class Change	03/01/07
^Williams Jr., William D	Paramedic 2	Class Change	03/16/07

\*Class Change from EMT 1 (PS3) to EMT 2 (PS4)

^Class Change from Paramedic 1 (PS4) to Paramedic 2 (PS5)

\*\*Reinstated to original classification based on decision involving Metro Legal

**HUMAN RESOURCES**

*Pennington, Trena G.	Human Resources Analyst 1	Demotion	03/05/07
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\*Demoted from Human Resources Analyst 2 (SR10) to Human Resources Analyst 1 (SR8)

**INFORMATION TECHNOLOGY SERVICE**

*Watson, Michael H	Info Systems App Tech 2	Transition -Civil Service /Department Transfer	03/12/07
Keck, Margaret H	Info Systems Assistant Director	Promotion	03/26/07

\*Department Transfer from Sheriff's Office (Administrative Services Officer 2, SR8) to ITS (IS Application Tech 2, SR9)

**PARKS**

Howard, Richard L	Maintenance & Repair Leader 1	Promotion	02/23/07
Hoover, Ricky A	Maintenance & Repair Worker 3	New Hire	03/14/07
Hurt, Jonathan D	Maintenance & Repair Worker 3	New Hire	03/12/07
Jenkins, Paul D	Maintenance & Repair Worker 3	Promotion	02/23/07
Trotter, James T.	Maintenance & Repair Worker 3	Promotion	03/09/07
Braden, Kimitha P	Office Support Rep 3	New Hire	03/16/07
*Koster, Christopher M	Special Projects Manager	Transition - Civil Service/ Department Transfer	3/22/07

\*Department Transfer from the Mayor's Office (Special Assistant) to Parks (Special Projects Manager)

**POLICE**

Barnett, Sarah R	Administrative Services Officer 2	New Hire	03/01/07
Bibb, Suzanne F	Human Resources Manager	New Hire	03/16/07
*Adams, Jaime T.	Police Officer 2	Class Change	03/14/07
*Brown, Jeffrey S	Police Officer 2	Class Change	02/16/07
*Carroll, Nathaniel L	Police Officer 2	Class Change	03/14/07
*Escamilla, Edward Robert	Police Officer 2	Class Change	03/01/07

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>POLICE</u></b>			
*Gross, Lori L.	Police Officer 2	Class Change	02/16/07
*Haislip, Joseph S.	Police Officer 2	Class Change	03/14/07
*Hampton, Ryan M.	Police Officer 2	Class Change	03/14/07
*Henderson, Scott M.	Police Officer 2	Class Change	02/16/07
*Huffstutler, Chad S.	Police Officer 2	Class Change	03/14/07
*Kent, Michael D.	Police Officer 2	Class Change	03/14/07
*Kovolisky, Brian J.	Police Officer 2	Class Change	03/14/07
*Ragan, Patrick S.	Police Officer 2	Class Change	03/14/07
*Richardson, Eric C.	Police Officer 2	Class Change	03/14/07
*Sarno, Jeanine M.	Police Officer 2	Class Change	03/01/07
*Saxon, Melody A.	Police Officer 2	Class Change	03/14/07
*Schmitz, Taylor Casey	Police Officer 2	Class Change	02/16/07
*Smith, Nathan C.	Police Officer 2	Class Change	03/14/07
*Smythe, Jackson H	Police Officer 2	Class Change	03/14/07
*Spencer, Jason R.	Police Officer 2	Class Change	03/14/07
*Stevenson, Matthew T	Police Officer 2	Class Change	03/14/07
*Straube, Michael M.	Police Officer 2	Class Change	03/14/07
*Taylor, Charles K.	Police Officer 2	Class Change	03/14/07
*Theriac, Brian J.	Police Officer 2	Class Change	03/14/07
*Truitt, Stanley	Police Officer 2	Class Change	03/14/07
*Williams Jr., Marvin Douglas	Police Officer 2	Class Change	02/16/07
*Wimberly, Tyrone L	Police Officer 2	Class Change	03/14/07
Jones, Rebecca K	Police Operations Assistant 1	New Hire	03/01/07
^Hines, Lavonne D.	Police Operations Assistant 3	Class Change/Lateral	03/16/07

\*Class Change from Police Officer 1 to Police Officer 2

^Class Change from Police Security Guard 1 (SR6) to Police Operations Assistant 3 (SR6)

**PUBLIC LIBRARY**

Sanders III, James C	Circulation Assistant 1	New Hire	03/12/07
*Vick, Cassondra L	Library Associate 1	Transition - Civil Service	02/26/07
Wright, April L	Library Associate 1	New Hire	02/26/07
^Porter, Linda C	Library Manager 1	Department Transfer /Vol Reduction In Grade	3/12/2007

\*Transfer from Part Time Status to Probationary Status

^Department Transfer from Human Resources (HR Analyst 3, SR12) to Library (Library Manager 1, SR11)

**PUBLIC WORKS**

Lain, Teresa L.	Administrative Specialist	Promotion	03/12/07
Trotter, Steven E.	Equipment Operator 1	Promotion	03/26/07
Weatherly, Ricky G.	Equipment Operator 1	Promotion	02/26/07
McKay, Anthony T.	Equipment Operator 2	Promotion	03/12/07
Knight, Randall B	Maintenance & Repair Worker 1	Re-Hire	03/05/07
Farlow, Viva L	Parking Patrol Officer 1	New Hire	03/12/07

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>SHERIFF</u></b>			
Adams, Dequan K.	Correctional Officer 1	New Hire	03/01/07
Alvarado, Gustavo F.	Correctional Officer 1	New Hire	03/01/07
Cage, David D.	Correctional Officer 1	New Hire	03/01/07
**Carr, Vincent L.	Correctional Officer 1	Demotion	02/25/07
Cruse, Ronald W.	Correctional Officer 1	New Hire	03/01/07
Davis, Richard L.	Correctional Officer 1	New Hire	03/01/07
Davis, Trinikka M.	Correctional Officer 1	New Hire	03/01/07
Diggs, Heather L.	Correctional Officer 1	New Hire	03/01/07
Gordon, Anthony L.	Correctional Officer 1	New Hire	03/01/07
Grosch, Christopher A.	Correctional Officer 1	New Hire	03/01/07
Hare, Cheri L.	Correctional Officer 1	New Hire	03/01/07
Harris, Robert T.	Correctional Officer 1	New Hire	03/01/07
Leblanc, Stacie L.	Correctional Officer 1	New Hire	03/01/07
Martin II, Robert R.	Correctional Officer 1	New Hire	03/01/07
Myatt, John J.	Correctional Officer 1	New Hire	03/01/07
Nelson, Kyle M.	Correctional Officer 1	New Hire	03/01/07
Olson, Derrick P.	Correctional Officer 1	New Hire	03/01/07
*Palazzi, Nathan M.	Correctional Officer 1	Transition - Civil Service	03/01/07
Pegher, Joshua K.	Correctional Officer 1	New Hire	03/01/07
Pendleton Jr., Ricky W.	Correctional Officer 1	New Hire	03/01/07
Polk, Darrell L.	Correctional Officer 1	Re-Hire	03/01/07
Riggs, Matthew G.	Correctional Officer 1	New Hire	03/01/07
Roberson, Brandon M.	Correctional Officer 1	New Hire	03/01/07
Rountree, Stephen J.	Correctional Officer 1	New Hire	03/01/07
Sargent, Christopher P.	Correctional Officer 1	New Hire	03/01/07
Shelton, Trevonda N.	Correctional Officer 1	New Hire	03/01/07
Smitty, Jason L.	Correctional Officer 1	New Hire	03/01/07
Timm, John P.	Correctional Officer 1	New Hire	03/01/07
Triplett, James	Correctional Officer 1	New Hire	03/01/07
Vaught, Robert T.	Correctional Officer 1	New Hire	03/01/07
Walton, Peggy J.	Correctional Officer 1	New Hire	03/01/07
^Wilke, Warren L	Correctional Officer 1	Transition - Civil Service /Department Transfer	03/01/07
Williams, Tamara M.	Correctional Officer 1	New Hire	03/01/07
Howell, William R	Correctional Officer 2	Promotion	02/28/07
Kincade, Richard M.	Correctional Officer 2	Promotion	03/12/07
Shearon, Nathaneal Mc.	Correctional Officer 2	Promotion	03/12/07
Kidd, Barry H	Correctional Officer Lieutenant	Promotion	03/18/07
McLeod, Donald N.	Correctional Officer Lieutenant	Promotion	02/24/07
Williams, Ronald E	Correctional Officer Lieutenant	Promotion	02/24/07
Bertram, Travis S.	Correctional Officer Sergeant	Promotion	03/07/07
Crouch, Steven D.	Correctional Officer Sergeant	Promotion	02/26/07
Thompson, Stacy E	Correctional Officer Sergeant	Promotion	03/15/07

\*Transition to Civil Service (Correctional Officer) from Non-Civil Service status (Office Support Rep 1)

^Department Transfer from General Hospital (Security Officer) to Sheriff's Office (Correctional Officer 1)

\*\*Demotion from Correctional Officer Lt. to Correctional Officer 1

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>WATER SERVICES</u></b>			
*Collier, Robert M.	Application Tech 1	Class Change/Lateral	03/10/07
Denney, Roy C	Engineer In Training	New Hire	03/10/07
Nunley, Cheryl L.	Engineering Tech 3	Promotion	03/10/07
Stevenson, Lillian M.	Office Support Spec 1	Promotion	03/10/07
Doss, Angela D.	Office Support Spec 2	Promotion	02/24/07

\*Class Change from Customer Service Field Rep 3, SR7 to Application Tech 1, SR7

**(C) TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Spencer, Robert T	Emergency Medical Tech 2	Pension	Fire	2/26/2007
Blevins, Scotty L.	Emergency Medical Tech 2	Pension	Fire	2/14/2007
Rhodes, Charles E	Building & Grounds Lead Electrician	Pension	General Services	2/27/2007
Griffey Jr., John C.	Information Systems Advisor 1	Resignation	ITS	3/2/2007
Carroll, Dixie L	Administrative Services Officer 3	Resignation	Municipal Aud.	3/9/2007
Thomas, Sylvester	Custodian 1	Pension	Parks	2/23/2007
Southall, Andre A	Recreation Leader	Dismissal	Parks	2/21/2007
Oertel, Ann Nancy	Office Support Rep 2	Pension	Parks	2/22/2007
Millsbaugh, Joey	Concessions Clerk 2	Pension	Parks	2/15/2007
Tomblin, Brian K.	Police Officer 2	Resignation	Police	2/15/2007
Reynolds, David A	Police Officer 2	Pension	Police	2/28/2007
Wilder, David S.	Police Officer 2	Resignation	Police	2/23/2007
Barrera, Judy B	Police Officer 2	Resignation	Police	2/28/2007
Haywood, Joseph O.	Police Officer 2	Pension	Police	2/16/2007
Pride, Nick O	Police Operations Coordinator 1	Resignation	Police	3/2/2007
Givens, Christine M	Police Crisis Counseling Supervisor	Resignation	Police	3/6/2007
Gibson, Rachel E. Shaver	Archives Assistant 1	Resignation	Public Library	3/9/2007
Gullett, James R.	Maintenance & Repair Worker 2	Pension	Public Works	2/28/2007
Donnelly, James F	Waste Management Supervisor	Resignation	Public Works	2/28/2007
Lackey, Kenneth C	Correctional Officer Lieutenant	Pension	Sheriff	3/6/2007
Cyphert, Daniel W.	Correctional Officer 1	Resignation	Sheriff	3/5/2007
Huggins, Kawanis	Program Spec 2	Resignation	Social Services	2/23/2007
Hudgins, Thomas E	Industrial Tech Master	Pension	Water Services	2/28/2007
Smith, Daniel D	Engineer 3	Resignation	Water Services	3/9/2007

**(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED**

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Applications Tech 3-SBO/Finance	Dept	General Services
IS Assistant Director - Communications	Dept	ITS
IS Advisor 1 - Enterprize	Open	ITS
Special Project Manager - River Front	Open	Parks
ASO 2 - Police IT	Open	Police

**(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED**

<b><u>Classification</u></b>	<b><u>Type</u></b>	<b><u>Requesting Department</u></b>
Police ID Specialist 1	Dept	Police
Police Operations Coordinator 1	Dept	Police
Maintenance & Repair Leader 1 - Litter	Dept	Public Works
Maintenance & Repair Leader 1 - Median	Dept	Public Works
Administrative Specialist - Finance	Dept	Public Works
Correctional Officer 2 - Facilities	Dept	Sheriff
Office Sup Rep 3 - Water	Open	Water Services
Office Sup Spec 1 - Water	Dept	Water Services
Water Maintenance Leader 1	Dept	Water Services

**REGISTERS ABOLISHED**

<b><u>Date Established</u></b>	<b><u>Classification</u></b>	<b><u>Number On Register</u></b>	<b><u>Register</u></b>
10/27/05	Fire Engineer	61	Dept
07/19/06	Archive Assistant 1	40	Open
11/14/05	Industrial Mechanic 1- Central	05	Dept

**DEPARTMENTAL ITEMS****FIRE**

Item # 1: Fire Chief Stephen Halford requests approval of Above Base Transition to Civil Service for the Following employees:

1. Alice J. Furnish, Professional Specialist (SR 11)
2. Amy E. Hart, Professional Specialist (SR 11)
3. Kimberly D. Wilkins, Professional Specialist (SR 11)

**HUMAN RESOURCES**

Item #2: Ms. Dorothy Berry, Director, requests approval of a schedule for an Employee Benefit Board Election - General Government Representative.

**EMERGENCY COMMUNICATIONS CENTER**

Item #3: Ms. RoxAnn Brown, Director, submits status/update for the Extended Administrative Leave with pay for Michelle Mayes, Emergency Communications Center. (Approved through April 10, 2007 from last CS meeting on March 13, 2007)

**HUMAN RESOURCES**

Ms. Dorothy S. Berry, Director, submits the following for the Commission’s consideration and appropriate action:

- Item #4: Review of Agreed Order to Dismiss Appeal – Chris Calvin, Fire/Dismissal
- Item #5: Review of Agreed Order to Dismiss Appeal – Charles Williams, Police/15 Days Suspension
- Item #6: Review of Initial Order – James Scales, Police/Dismissal
- Item #7: Review of Initial Order - Gerri Tinnin, Fire/Dismissal
- Item #8: JOB DESCRIPTION REVISIONS  
Water Maintenance Supervisor
- Item #9: Presentation of proposed Pay Plan Recommendations for employees of the Metropolitan Government
- Item #10: Notice of a Special Called Meeting for Consideration and Approval of proposed Pay Plan Recommendations – 8 a.m. / April 24, 2007 (No Action Necessary)
- Item #11: Whitehouse et al. vs. Metropolitan Government
  - A. Request Approval of AMENDMENTS to Findings of Fact and Conclusions of Law.
  - B. Request Approval of AMENDMENTS to the Final Order.Request by Davidson County Chancery Court to review Application of Civil service Policy 2.13B – Disability Reemployment – Calculation of Pay Rate for Return to work (Whitehouse et al. vs. Metropolitan Government)
- Item #12 : Communiqués from the public on pending hearings

**NOTICE:** A Public Hearing of proposed Civil Service Rules for the Sheriff’s Office, will follow immediately after the regular scheduled meeting. Items for review are as follows:

- RULES:** Section 9.1/Introduction  
Section 9.3/Vacation (4.6)  
Section 9.4/Personal Leave  
Section 9.5/Holiday Time  
Section 9.6/Light Duty

**POLICY:** Leave Transfer