



# METROPOLITAN CIVIL SERVICE COMMISSION

## MINUTES

**Date:** February 9, 2021

**Time:** 8:30 a.m.

**Place:** This meeting took place via teleconference and was broadcast through the Metro Nashville Network, (MNN), on the MNN2 live stream at (stream.nashville.gov)

**MEMBERS:** William H. Farmer, R. Steve Corbitt, D. Billye Sanders, Jo Ann North, and Ethan Link

**OTHER MEMBERS:** Shannon B. Hall, Human Resources Director; Nicki Eke, Metro Legal Department Attorney

**Announcement of Appeals Process:** Metropolitan Code of Laws 2.68.030

Chairman Farmer called the meeting to order and informed everyone that if they could not be seen that they would have to introduce themselves before they speak. Chairman Farmer then notified the Commissioners that there will need to be a vote to deem the electronic meeting necessary to conduct essential business in light of the COVID-19 outbreak. Roll was called and Commissioners Corbitt, Sanders, North and Link each voted to conduct the meeting electronically.

Commissioner Link made a motion to approve the January 12, 2021 Civil Service Commission meeting minutes. Commissioner North seconded, and the Commission approved without objection. Chairman Farmer acknowledged the following union representatives in attendance: Mark Young (IAFF Local140), James Smallwood (FOP), and Maura Lee Albert (SEIU).

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**(B) APPOINTMENTS**

<b><u>NAME</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>TYPE</u></b>	<b><u>DATE</u></b>
<b>Emergency Communications</b>			
Cole, Azarrea D	Emer Telecommunications Off 1	New Hire	01/25/2021
Freeze, Daniel R	Emer Telecommunications Off 1	New Hire	01/25/2021
Moseley, Jasmine K	Emer Telecommunications Off 1	New Hire	01/25/2021
Phibbs, Kasey N	Emer Telecommunications Off 1	New Hire	01/25/2021
Thompson, Shakia N	Emer Telecommunications Off 1	New Hire	01/25/2021
<b>Finance</b>			
Chambers, Tesha D	Accountant 3	New Hire	01/11/2021
*Hunter, Jamie D	Finance Officer 2	Class change/Lateral	01/04/2021
Machado, Danniela	Procurement Officer 2	Promotion	01/25/2021
Rowe, Cierra	Procurement Officer 2	Promotion	01/25/2021
<b>*Class change from Procurement Officer 2 (OR3) to Finance Officer 2 (OR3)</b>			
<b>Fire</b>			
*Schoenberger, Robert G.	Emerg Medical Tech 2	Voluntary reduction in grade	01/01/2021
^Perry, Eric D	Info Systems App Analyst 2	Department transfer/Promotion	01/01/2021
<b>*Voluntary reduction in grade from Paramedic 2 (PF5) to EMT 2 (PF4)</b>			
<b>^Department transfer from ITS (IS Operations Analyst 1, OR3) to Fire (IS Applications Analyst 2, OR4)</b>			
<b>Human Resources</b>			
Dalenberg, David J	Human Resources Analyst 1	New Hire	01/11/2021
*Pennington, Trena G.	Human Resources Analyst 2	Return From Pension	01/11/2021
Barron, Damian A	Veteran's Services Officer	New Hire	01/01/2021
Brewer, Jay R	Veteran's Services Officer	New Hire	01/01/2021
<b>*Return from pension to same classification</b>			
<b>Information Technology Services</b>			
Jarvis, Timothy R	Information Sys Media Tech 2	Promotion	01/04/2021
Caldwell, Bennett D	Information Sys Oper Tech 1	New Hire	01/04/2021

## CIVIL SERVICE COMMISSION

02/09/2021-3

**Police**

**Hagar, Lindsey	Crime Lab Forensic Technician	Transition To Civil Service	01/16/2021
*Mack, Rachel C	Crime Lab Forensic Technician	Voluntary reduction in grade	01/16/2021
^Harris, Kevin J	Information Sys Oper Analyst 3	Department transfer/Promotion	01/16/2021
**Reese, Ayanna G	Office Support Spec 2	Transition To Civil Service	01/01/2021
Carrigan, Virginia A	Police Captain	Promotion	12/16/2020
Mcclain, Anthony W.	Police Captain	Promotion	12/16/2020
Page, Kimberly R	Police Crisis Counseling Supv	Promotion	01/01/2021
Bibb, Amanda S	Police Operations Assistant	Re-hire	01/16/2021
Selley, Alyssa Lynn	Police Operations Assistant	New Hire	01/01/2021
^Darling, Julie Renee	Police Operations Coord 1	Class Change	01/01/2021
Filter, Sarah Rose	Police Operations Coord 1	Promotion	01/01/2021
Fonseca, Aubrey Elizabeth	Police Operations Coord 1	Promotion	01/01/2021

**\*Voluntary Reduction in grade from Crime Lab Forensic Scientist 3 (OR5) to Crime Lab Forensic Tech (ST9)**

**^Department transfer from General Services (Technical Specialist 1, OR4) to Police (IS Operations Analyst 3, OR5)**

**\*\*Transition to CS from a part time status**

**^Class change from Police Operations Asst (ST5) to Police Operations Coord 1 (ST7)**

**Public Works**

Bustos, Stacey J	Equipment Operator	Promotion	12/28/2020
Garcia, Anthony I	Equipment Operator	Promotion	12/28/2020
*Moorer, Jonathan	Equipment Operator	Dept transfer/Vol Reduction in grade	01/11/2021
Como, Jesse J	Maintenance & Repair Worker	New Hire	01/11/2021
Lewis, De'Onte T	Maintenance & Repair Worker	New Hire	01/11/2021
Al-Gatrani, Hossin O	Sanitation Worker	New Hire	01/11/2021

**\*Department transfer from Codes (Property Standards Inspector 1, ST9) to Public Works (Equipment Operator, TG7)**

**Sheriff**

Douglas, Steve Jr	Correctional Officer 1	Re-hire	01/24/2021
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**Social Services**

Taylor, Shakiera Monea	Social Worker	New Hire	01/11/2021
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**Water Services**

Perry, Jerry L	Indust Electrician 1	New Hire	01/09/2021
Newbern, Jessica Lynn	Office Support Rep Sr	Re-Employment	01/09/2021
Brown, Jasmine T	Office Support Spec 2	New Hire	01/09/2021
Pigue, Daniel H	Treatment Plant Shift Operator	Promotion	01/09/2021
Adams, John W	Treatment Plant Tech 1	New Hire	01/09/2021
*Taye, Seleshi T	Utility Compliance Insp 1	Class Change/Lateral	01/09/2021
^Turner, Jeff R	Utility Compliance Insp 1	Class Change/Lateral	01/09/2021
Fisher, Michael C	Utility Engineer Technician	New Hire	01/09/2021
**Pearson, Justin C	Utility Engineer Technician	Voluntary reduction in grade	01/09/2021
Hoover, Ricky A	Utility Maintenance Spec 2	Promotion	01/09/2021
Averill, Gerard E	Utility Services Asst Mgr	Promotion	01/09/2021

**\*Class change from Utility Maintenance Spec 2 (TL9) to Utility Compliance Insp 1 (ST8)**

**^Class change from Industrial Mech 1 (TG11) to Utility Comp Insp 1 (ST8)**

**\*\* Voluntary Reduction in grade from Industrial Mech 2 (TL11) Utility Engineer Tech (ST8)**

**MOTION: After some discussion, Commissioner North moved for approval of the Appointments as listed. Commissioner Sanders seconded, and the Commission approved without objection.**

**(C) TERMINATIONS/PENSIONS**

<b><u>Name</u></b>	<b><u>Classification</u></b>	<b><u>Type</u></b>	<b><u>Department</u></b>	<b><u>Date</u></b>
Ferris, Reva A	Emer Telecom Off 2	Resignation	DEC	12/27/2020
Sain, Tynicia Tranci	Emer Telecomm Off 2	Dismissal	DEC	12/29/2020
Miletich, Mathew S	Finance Officer 3	Resignation	Finance	01/01/2021
Thomas, Allison K	Exe Admin Police/Fire	Resignation	Fire	12/22/2020
Page, Fred L	Fire Arson Investigator	Retirement	Fire	01/04/2021
Robinson, Bradley K	Fire Engineer	Retirement	Fire	01/14/2021
Richardson, Jonathan R	Fire Fighter 2	Resignation	Fire	01/04/2021
Sloan, Marcus E.	Fire Fighter/Paramedic	Retirement	Fire	01/19/2021
Bruce, Erica Leah	Paramedic 2	Retirement	Fire	01/29/2021
Buck, Valeria Monica	Paramedic 2	Retirement	Fire	01/12/2021
Ragland, Sonja D	Info Systems Mgr	Retirement	ITS	01/01/2021
McCoy, Kenneth James	Info Systems Advisor 1	Resignation	ITS	12/18/2020
Adcock, Randall Thomas II	Maint & Repair Worker	Dismissal	Parks	12/30/2020
Sullivan, James M.	Park Police 1	Resignation	Parks	10/01/2020
Hatcher, Amarri Z	Recreation Leader	Resignation	Parks	12/24/2020
Holland, Lakhalon D	Recreation Leader	Dismissal	Parks	12/11/2020
Moffett, Cameron T	Recreation Leader	Resignation	Parks	01/06/2021
Smith, Dereck T.	Recreation Leader	Retirement	Parks	01/22/2021
Harp, Carol L	Behavioral Hlth Svcs Mgr	Retirement	Police	01/01/2021
Stewart, Anita L	Crime Lab Forensic Tech	Retirement	Police	01/08/2021
Henry, William T.	Police Dpty Chief	Retirement	Police	12/31/2020
Yentes, Mickey J	Police Lieutenant	Resignation	Police	01/01/2021
Molina, Tanya Alejandra	Police Officer 1	Resignation	Police	12/22/2020
Elliott, David C	Police Officer 2	Retirement	Police	01/08/2021
Harris, Spencer R	Police Officer 2	Resignation	Police	01/01/2021
Ward, Tanner Austin	Police Officer 2	Resignation	Police	12/26/2020
Gashi, Antigona	Police Operations Asst Sr	Resignation	Police	01/15/2021
Brown, Kevin M	Police Security Guard 1	Resignation	Police	01/05/2021
Fernandez, Rafael	Police Sergeant	Retirement	Police	01/07/2021
Grubbs, Phyllis Hamm	Librarian 2	Retirement	Public Library	01/15/2021
Kemper, William M	Cust Service Field Rep	Resignation	Public Works	01/06/2021
Baugh, Marquez J.	Equipment Operator Sr	Resignation	Public Works	01/01/2021
Aten, Joseph Dean	Correctional Officer 1	Resignation	Sheriff	12/29/2020
Austin, Eric Steven	Correctional Officer 1	Resignation	Sheriff	12/31/2020
Cordova, Anthony Joseph	Correctional Officer 1	Resignation	Sheriff	12/29/2020
Curry, Dontaveous D	Correctional Officer 1	Resignation	Sheriff	01/12/2021
Dever, Mitchell Blaine	Correctional Officer 1	Resignation	Sheriff	12/22/2020
Miles, Andy T Jr	Correctional Officer 1	Resignation	Sheriff	01/14/2021
Smith, Ryan Allen	Correctional Officer 1	Resignation	Sheriff	01/07/2021
Waller, Lonnie Jon-Vright	Correctional Officer 1	Resignation	Sheriff	12/15/2020
Weaver, Luke Mason	Correctional Officer 1	Resignation	Sheriff	01/04/2021
Dale, Austin R.	Correctional Officer 2	Resignation	Sheriff	12/15/2020
Lambert, Bryan G	Correctional Officer 2	Resignation	Sheriff	01/16/2021
Mickle, Christopher L	Correctional Officer 2	Resignation	Sheriff	12/25/2020
Montesrin, Ilesha M	Admin Svcs Officer 2	Resignation	Sports Authority	12/11/2020
Gorham, Stephen G.	Indust Maint Supv 2	Retirement	Water Services	01/01/2021
Kemp, James M.	Indust Tech Master	Retirement	Water Services	12/15/2020
Dunn, David O.	Utility Maint Spec 3	Retirement	Water Services	01/01/2021
Cole, Chuncy D	Utility Maintenance Tech	Resignation	Water Services	12/18/2020

**MOTION: After some discussion, Commissioner North moved for approval of the Terminations/Pensions as listed. Commissioner Sanders seconded, and the Commission approved without objection.**

**(D)ELIGIBILITY REGISTER REPORT**

<b>Classification</b>	<b>Dept</b>	<b>On List</b>	<b>Type</b>	<b>Date</b>	<b>Establish/Abolish</b>
Finance Manager	Water	40	Open	01/04/2021	Establish
Police Operations Coordinator 1	Police	92	Open	01/04/2021	Establish
Utility Compliance Inspector 1- Video Pipeline	Water	7	Dept	01/04/2021	Establish
IS Operations Analyst 3 - Police/Garage Manager	Police	12	Open	01/05/2021	Establish
Police Crisis Counseling Supervisor	Police	1	Dept	01/06/2021	Establish
Service Representative 2-Water/Dispatch	Water	57	Cont	01/06/2021	Establish
Utility Services Assistant Manager-System Services	Water	9	Dept	01/06/2021	Establish
	Social				
Social Data Analyst (Contract Administrator)	Services	31	Open	01/07/2021	Abolish
Accountant 3 -Federal Relief Grant	Finance	40	Open	01/11/2021	Establish
Program Coordinator- Parks	Parks	206	Cont	01/13/2021	Establish
Treatment Plant Technician 1	Water	58	Cont	01/13/2021	Establish
311 Call Center Specialist	Public Works	94	Open	01/15/2021	Establish
Crime Lab Forensic Technician - Biology Unit	Police	185	Cont	01/19/2021	Establish
Police Officer Trainee	Police	39	Cont	01/19/2021	Establish
Contract Compliance Admin. (Procurement Officer 2)	Finance	37	Open	01/20/2021	Establish
Equipment Operator Senior- Roads & Waste	Public Works	15	Cont	01/21/2021	Establish
Sanitation Supervisor	Public Works	5	Dept	01/21/2021	Establish
Utility Equipment Operator Senior-WS					
Backhoe/Trackhoe	Water	4	Cont	01/21/2021	Establish
Administrative Services Officer 4 - Public Affairs	Police	1	Dept	01/22/2021	Establish
Maintenance & Repair Worker	Public Works	17	Cont	01/22/2021	Establish
Sanitation Worker	Public Works	31	Cont	01/22/2021	Establish
Professional Specialist - Police/Payroll	Police	128	Open	01/26/2021	Establish
Utility Equipment Operator-Dump Truck	Water	6	Cont	01/26/2021	Establish
Industrial Mechanic 1- Operations	Water	6	Cont	01/27/2021	Establish
Police Security Guard 1	Police	121	Cont	01/28/2021	Establish
Property Standards Inspector 1	Codes	16	Cont	01/29/2021	Establish

**MOTION: After some discussion, Commissioner North moved for approval of the Eligibility Register as listed. Commissioner Sanders seconded, and the Commission approved without objection.**

DEPARTMENTS ITEMSInformation Technology Services**Item #1: ITS Director, Keith Durbin, requests an Open Range salary increase for twenty-six (26) department employees, to be effective July 1, 2020.**

Keith Durbin, ITS Director was present before the Commission to discuss the request for an open range increase for 26 department employees.

**MOTION: After some discussion, Commissioner Sanders moved to accept the request for Open Range Salary increase for 26 department employees, to be effective July 1, 2020. Seconded by Commissioner North and the Commission approved without objection.**

HUMAN RESOURCE ITEMS**Item #2: Review of Agreed Order- Viviyonne Lee, Police– Demotion**

Cynthia Gross, Metro Attorney and Tara Sawyers, Attorney for Ms. Lee, were both present before the Commission to discuss the Agreed Order.

**MOTION: After some discussion, Commissioner Corbitt moved to accept the Agreed Order. Seconded by Commissioner North and the Commission approved without objection.**

**Item #3: Metro Nashville Fire Department employee Lori Thurman is requesting to extend her IOD in accordance with Civil Service Rule 4.8 D Period of Compensation**

Keven Palmissano, HR Representative, Jamie Summers, Fire HR Rep and Lori Thurman were all present before the Commission to discuss the requested IOD extension.

**MOTION: After some discussion, Commissioner Corbitt moved to extend the IOD leave until March 10, 2021. Seconded by Commissioner Link and the Commission approved without objection.**

**Item #4: Metro Nashville Parks Department employee Adnan Salam is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation.**

LeAnn Leigh, HR Representative, and Aaron Shelton, Parks HR Rep, were both present before the Commission to discuss the requested IOD extension.

**MOTION: After some discussion, Commissioner North moved to extend the IOD leave until August 11, 2021. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #5: Requesting approval to conduct Benefit Board Election for Retired Employee representative from April 14 – May 17, 2021.**

Seth Waltenbaugh, HR Representative was present before the commission to request approval to conduct the Benefit Board Election for retired employee representative from April 14-May 17, 2021.

**MOTION: After some discussion, Commissioner Corbitt moved to approve the request to conduct the Benefit Board Election for retired employee representative from April 14-May 17, 2021. Seconded by Commissioner North and the Commission approved without objection.**

**Item #6: Revisions to Job Descriptions for the Department of Emergency Communications**

\*Emergency Telecommunications Supervisor

\*Emergency Telecommunications Manager

**ACTION: Moved to next meeting.**

**Item #7: Administrative Law Judge Hearing Calendar**

The calendar refers to appeals submitted by Metro employees. As changes occur, updates are made each month in conjunction with the assigned Attorneys at Metro Legal. A copy is then forwarded to the State Administrative Procedures Division wherein the State provides a copy for each Judge to evaluate their case.

**ACTION: Report only**

**Item #8: Human Resource Updates**

HR Director Hall updated the Commission about the partnership with Vanderbilt and the Next Step Outreach Program.

**ACTION: Report only**

**Item #9: Communiques from the public on pending hearings**

**NONE**

**Item #10: Appeal of Medical Disqualification, AD, Applicant for Police Officer Trainee**

Applicant AD was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #11: Appeal of Medical Disqualification, CB, Applicant for Police Officer Trainee**

Applicant CB was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #12: Appeal of Medical Disqualification, KS, Applicant for Police Officer Trainee**

Applicant KS was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #13: Appeal of Medical Disqualification, MR, Applicant for Police Officer Trainee**

Applicant MR was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #14: Appeal of Medical Disqualification, PH, Applicant for Police Officer Trainee**

Applicant PH was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #15: Appeal of Medical Disqualification, RL, Applicant for Police Officer Trainee**

Applicant RL was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**



**Item #16: Appeal of Medical Disqualification, SH, Applicant for Police Officer Trainee**

Applicant SH was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #17: Appeal of Medical Disqualification, SS, Applicant for Police Officer Trainee**

Applicant SS was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Late Agenda Items:**

**Item #1: Appeal for Medical Disqualification, AR, Applicant for Police Officer Trainee**

Applicant AR was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

**Item #2: Appeal for Medical Disqualification, ZS, Applicant for Police Officer Trainee**

Applicant ZS was not present. Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION: After some discussion, Commissioner North moved to approve the request for waiver. Seconded by Commissioner Sanders and the Commission approved without objection.**

*With nothing further, the regular meeting adjourned at 09:45 a.m.*

**ATTEST:**

**APPROVED:**

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Shannon B. Hall, Director  
Secretary to the Commission

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William H. Farmer, Chairman  
Civil Service Commission