



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

November 12, 2013

8:30 a.m.

**Howard Office Building
Sonny West Room**

**700 2nd Avenue South and
Lindsley Avenue
Nashville, Tennessee 37210**

MEMBERS PRESENT: Chairman William Farmer, Chairman, Vice-Chairman R. Steve Corbitt; D. Billye Sanders and Jo Ann North.

OTHER MEMBERS PRESENT: Veronica T. Frazier, Director; Nicki Eke, Metro Legal Department Attorney

Chairman Farmer called the meeting to order and said the first order of business was to determine if there were any amendments, corrections or questions from the minutes of the last **Regular Meeting** of **October 8, 2013**.

Seeing there were no corrections, Vice-Chairman Corbitt moved for approval and a second was made by Commissioner Allen. There were no objections from the Commission and the regular minutes were approved.

Appeals Process: Nicki Eke read the memorandum pertaining to the Metropolitan Code of Laws 2.68.030 – pursuant to Ordinance BL2006-2050.

**APPOINTMENTS
TERMINATIONS / PENSIONS
ELIGIBILITY REGISTER REPORT
DEPARTMENTAL ITEMS
HUMAN RESOURCE ITEMS**

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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
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BEER BOARD

Thomas, Eric B.	Beer Permit Inspector 1	Re-Hire	10/28/13
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EMERGENCY COMMUNICATION CENTER

Beaty, Kelly M.	Emer Telecommunications Officer 1	New Hire	10/14/13
Collins, Noah	Emer Telecommunications Officer 1	New Hire	10/14/13
Ingram, Nina D.	Emer Telecommunications Officer 1	New Hire	10/14/13
Roder, Dianna	Emer Telecommunications Officer 1	New Hire	10/14/13
Selley, Rebecca M.	Emer Telecommunications Officer 1	New Hire	10/14/13
Shumaker, Kara L.	Emer Telecommunications Officer 1	New Hire	10/14/13
Williams, Melissa L.	Emer Telecommunications Officer 1	New Hire	10/14/13
Crabtree, Brian K.	Emer Telecommunications Supervisor	Promotion	10/07/13

FIRE

Campbell, Jason R.	Emergency Medical Tech 1	New Hire	10/01/13
Shadowens, Dustin E.	Emergency Medical Tech 1	New Hire	10/01/13
Wilson, Thomas S.	Emergency Medical Tech 1	New Hire	10/01/13
Alexander, Troy D.	Fire Engineer	Promotion	10/01/13
Biggs, Brian L.	Fire Engineer	Promotion	10/01/13
Biggs, Steven R.	Fire Engineer	Promotion	10/01/13
Burgess, Gregory S.	Fire Engineer	Promotion	10/01/13
Coats, Deborah S.	Fire Engineer	Promotion	10/01/13
Dean, Troy Lee	Fire Engineer	Promotion	10/01/13
Duncan, Jason A.	Fire Engineer	Promotion	10/01/13
Edwards Jr., Anthony W.	Fire Engineer	Promotion	10/01/13
Ellen, Joseph H.	Fire Engineer	Promotion	10/01/13
Lanius, Brent E.	Fire Engineer	Promotion	10/01/13
Marvel, Michael A.	Fire Engineer	Promotion	10/01/13
Phillips, Lonnie E.	Fire Engineer	Promotion	10/01/13
Ray III, Frederick C.	Fire Engineer	Promotion	10/01/13
Reed, Timothy A.	Fire Engineer	Promotion	10/01/13
Standley, Carl A.	Fire Engineer	Promotion	10/01/13
Willoughby, Michael Bradley	Fire Engineer	Promotion	10/01/13
Young II, James M.	Fire Engineer	Promotion	10/01/13
Bartley, Quinetta Y.	Fire Marshal-Assistant	Promotion	10/01/13
Deering, Billy J.	Fire Marshal-Assistant	Promotion	10/01/13
Resha, Linda L.	Office Support Spec 2	New Hire	10/16/13
Massey, Brittany N.	Paramedic 1	New Hire	10/01/13

GENERAL SERVICES

*Gannon Sr., Stephen R.	Administrative Services Officer 4	Recall from Layoff	10/14/13
Kessler, Kurt A.	Automotive Mechanic	New Hire	10/28/13
Calloway, Daurisa L.	Equipment Mechanic	New Hire	10/28/13
Hudson, Ray K.	Equipment Mechanic	New Hire	10/14/13

CIVIL SERVICE COMMISSION**11/12/2013 - 3****GENERAL SERVICES**

Muench, Douglas J.	Equipment Mechanic	New Hire	10/14/13
Jackson, James C.	Equipment Servicer	New Hire	10/28/13
Jones, Clifford T.	Equipment Servicer	New Hire	10/28/13
Vanatta, Brandon E.	Equipment Servicer	Re-Hire	10/28/13

*Returned for original classification from Layoff

HISTORICAL COMMISSION

Hoffman, Paul T.	Historic Preservationist 1	New Hire	10/14/13
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INFORMATION TECHNOLOGY SERVICE

Glover, Jonathan A.	Info Systems Assistant Director	New Hire	10/14/13
Frazer III, Ted	Information Systems Operator Tech 1	New Hire	09/30/13

PARKS

Shepherd, Faye C.	Administrative Assistant	Promotion	10/11/13
Perry, Charles E.	Custodial Services Supervisor	Promotion	09/27/13
Scales III, Herman A.	Custodial Services Supervisor	Promotion	10/11/13
*Roberts, Jessie L.	Maintenance & Repair Worker 1	Transition - Civil Service	10/01/13
*Williams, Gregory K.	Maintenance & Repair Worker 1	Transition - Civil Service	09/27/13
Brown, Christopher S.	Maintenance & Repair Worker 2	New Hire	10/11/13
Rigali, Rick D.	Maintenance & Repair Worker 2	New Hire	10/08/13
Biggs, James A.	Maintenance & Repair Worker 3	New Hire	10/11/13
Carney, Stanley C.	Maintenance & Repair Worker 3	New Hire	10/07/13
Clark, Patrick A.	Maintenance & Repair Worker 3	New Hire	10/01/13
Walker, Shelly E.	Office Support Rep 2	New Hire	10/18/13
Avant Jr., Curtis L.	Park Police Sergeant	Promotion	09/27/13

*Transition to Civil Service from Temporary Status

PLANNING COMMISSION

Hollingsworth, Michelle N.	Administrative Services Officer 2	Promotion	10/15/13
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POLICE

*Armstrong, Corteze L.	Police Officer 1	Class Change	09/27/13
*Bass, Austin J.	Police Officer 1	Class Change	09/27/13
*Betty, Derek L.	Police Officer 1	Class Change	09/27/13
*Buckner, Christina T.	Police Officer 1	Class Change	09/27/13
*Burford, Eric J.	Police Officer 1	Class Change	09/27/13
*Burger, Ryan A.	Police Officer 1	Class Change	09/27/13
*Carrick, Steven B.	Police Officer 1	Class Change	09/27/13
*Caruth, Daniel T.	Police Officer 1	Class Change	09/27/13
*Caulfield, Ryan P.	Police Officer 1	Class Change	09/27/13
*Franklin, Justin E.	Police Officer 1	Class Change	09/27/13
*Griffin, Charles M.	Police Officer 1	Class Change	09/27/13
*Irwin, David K.	Police Officer 1	Class Change	09/27/13

CIVIL SERVICE COMMISSION**11/12/2013 - 4****POLICE**

*Kozlowski, Ryan M.	Police Officer 1	Class Change	09/27/13
*Lefler, Joshua S.	Police Officer 1	Class Change	09/27/13
*Lowry, Jordan P.	Police Officer 1	Class Change	09/27/13
*Maahs, Terence D.	Police Officer 1	Class Change	09/27/13
*McClay, Mitchell L.	Police Officer 1	Class Change	09/27/13
*Odom, Thomas J.	Police Officer 1	Class Change	09/27/13
*Petrina, Michael A.	Police Officer 1	Class Change	09/27/13
*Price, Billy J.	Police Officer 1	Class Change	09/27/13
*Riddle, John K.	Police Officer 1	Class Change	09/27/13
*Smith III, Harris M.	Police Officer 1	Class Change	09/27/13
*Stanley, David M.	Police Officer 1	Class Change	09/27/13
*Templin, Christopher D.	Police Officer 1	Class Change	09/27/13
*Tidwell, James M.	Police Officer 1	Class Change	09/27/13
*West III, Thomas C.	Police Officer 1	Class Change	09/27/13
*Westbrook, Eric J.	Police Officer 1	Class Change	09/27/13
*White, Matthew K.	Police Officer 1	Class Change	09/27/13
Anderson, Makeshia L.	Police Operations Assistant 1	New Hire	10/16/13
Duncan, Rebekah E.	Police Operations Assistant 1	New Hire	10/16/13
Holladay, Lisa R.	Police Operations Assistant 1	New Hire	10/16/13
Humphreys, Symone J.	Police Operations Assistant 1	New Hire	10/16/13
^Kenner, Kia M.	Police Operations Assistant 1	Transition - Civil Service	10/16/13
McCollum, Adrienne L.	Police Operations Assistant 1	New Hire	10/16/13
Osemwegie, Mable J.	Police Operations Assistant 1	New Hire	10/16/13
Plowman, Randall S.	Police Operations Assistant 1	New Hire	10/16/13
Smith, Raylin J.	Police Operations Assistant 1	New Hire	10/16/13
^Thompson, Valencia B.	Police Operations Assistant 1	Transition - Civil Service	10/16/13
Avros, James P.	Police Operations Coordinator 1	Promotion	10/01/13
Brown, Kevin M.	Police Security Guard 1	New Hire	10/01/13

*Class change from Police Trainee to Police Officer 1

^Transition to Civil Service from Part Time status

PUBLIC LIBRARY

*Harvey, Tamika R.	Circulation Assistant 1	Transition - Civil Service	09/30/13
Stephenson, Heather N.	Circulation Assistant 1	New Hire	10/14/13
Denson, Dontavious L.	Custodian 1	New Hire	10/31/13
Perry, Emma L.	Custodian 1	Re-Hire	10/31/13
Sims, Jackie M.	Custodian 1	New Hire	10/31/13
Barney, Allison L.	Info Systems App Analyst 2	Re-Hire	10/14/13
Arntz, Sarah E.	Library Associate 1	Promotion	09/30/13
Colson, Diane M.	Library Associate 1	New Hire	09/30/13
Hall, Gregory M.	Library Associate 1	New Hire	09/30/13
Starkey, Callie A.	Library Associate 1	New Hire	09/30/13

*Transition to Civil Service from Part Time status

PUBLIC WORKS

Jones, Reginald	Equipment Operator 1	Promotion	10/14/13
Sawyers, Wydell Jr.	Equipment Operator 1	Promotion	10/14/13
Thompson, Michael B.	Equipment Operator 1	Promotion	10/14/13
*Carter, Tony E.	Equipment Operator 2	Vol. Reduction In Salary Grade	10/07/13

PUBLIC WORKS

Lawrence II, Layne L.	Equipment Operator 2	Promotion	10/14/13
Rankins, Kenneth L.	Equipment Operator 3	New Hire	09/30/13
Stroud, Damon D.	Equipment Operator 3	New Hire	09/30/13
Dismore, Jarrad M.	Maintenance & Repair Worker 1	Re-Employment	10/14/13
^Graves, Charles D.	Maintenance & Repair Worker 1	Vol. Reduction In Salary Grade	10/14/13
Patton, Dedrick L.	Maintenance & Repair Worker 1	New Hire	10/14/13

*Voluntary Reduction In Grade from Equipment Operator 3 (TG8) to Equipment Operator 2 (TG7)

^Voluntary Reduction In Grade from Equipment Operator 3 (TG8) to Maintenance and Repair Worker 1 (TG3)

SHERIFF

Biggs II, Gary W.	Correctional Officer 1	New Hire	10/1/2013
*Bolton, Misty M.	Correctional Officer 1	Transition - Civil Service	10/1/2013
Brennan, Joseph M.	Correctional Officer 1	New Hire	10/1/2013
Brooks, Michael T.	Correctional Officer 1	New Hire	10/1/2013
Burley II, Kenneth B.	Correctional Officer 1	New Hire	10/1/2013
Cory, Devin J.	Correctional Officer 1	New Hire	10/1/2013
Curran, Bryan W.	Correctional Officer 1	New Hire	10/1/2013
Daniels, Ashlee R.	Correctional Officer 1	New Hire	10/1/2013
Donnell, Antonio S.	Correctional Officer 1	New Hire	10/1/2013
Everly, Benjamin A.	Correctional Officer 1	New Hire	10/1/2013
^Gaebler, Steven P.	Correctional Officer 1	Dept. Transfer/Promotion	10/1/2013
Gore, Kerianne N.	Correctional Officer 1	New Hire	10/1/2013
Hardy, Frank J.	Correctional Officer 1	New Hire	10/1/2013
Harris Jr., Gary W.	Correctional Officer 1	New Hire	10/1/2013
Hopkins, Kirk A.	Correctional Officer 1	New Hire	10/1/2013
Howard, Jennifer L.	Correctional Officer 1	New Hire	10/1/2013
Keller, Brittany R.	Correctional Officer 1	New Hire	10/1/2013
Lamay, Tresa J.	Correctional Officer 1	New Hire	10/1/2013
Lugg, Andrew M.	Correctional Officer 1	New Hire	10/1/2013
MacPherson, Gwendolyn S.	Correctional Officer 1	New Hire	10/1/2013
Madu, Oscar C.	Correctional Officer 1	New Hire	10/1/2013
Massey, Michael A.	Correctional Officer 1	New Hire	10/1/2013
McCloud, William J.	Correctional Officer 1	New Hire	10/1/2013
McGee, Marcus A.	Correctional Officer 1	New Hire	10/1/2013
McKay, Ray O.	Correctional Officer 1	New Hire	10/1/2013
McSweeney, Cristopher T.	Correctional Officer 1	New Hire	10/1/2013
Murphy, Cory R.	Correctional Officer 1	New Hire	10/1/2013
Pallak, Nicholas J.	Correctional Officer 1	New Hire	10/1/2013
Parker, Kasey K.	Correctional Officer 1	New Hire	10/1/2013
Perez, Gustavo H.	Correctional Officer 1	New Hire	10/1/2013
Powell, Jonathan	Correctional Officer 1	New Hire	10/1/2013
Rudolph, William T.	Correctional Officer 1	New Hire	10/1/2013
Salazar, Ashley N.	Correctional Officer 1	New Hire	10/1/2013
Scarbrough, Collyn D.	Correctional Officer 1	New Hire	10/1/2013
Shemwell, James A.	Correctional Officer 1	New Hire	10/1/2013
Steward, Richard J.	Correctional Officer 1	New Hire	10/1/2013
Swain, Sevoy R.	Correctional Officer 1	New Hire	10/1/2013
Washington, Aerin L.	Correctional Officer 1	New Hire	10/1/2013
Thomas, Cassie M.	Correctional Officer Sergeant	Promotion	10/20/2013

*Transition to Civil Service from a Non-Civil Service status

^Department Transfer from ECC (Emergency Telecommunicator 1, ET1) to Sheriff (Correctional Officer, CO1)

SOCIAL SERVICES

Bailey, Elfrieda D.	Homemaker	New Hire	10/07/13
*Emefesi, Lovelyne C.	Nutrition Site Coordinator	Class Change/Lateral	09/30/13

*Class Change from Homemaker (SR5) to Nutrition Site Coordinator (SR5)

WATER SERVICES

*Andrews, Kiyante T	Customer Service Field Rep 2	Dept. Transfer / Vol Reduction In Grade	10/12/13
Capps, Bryan J.	Customer Service Field Rep 2	New Hire	10/05/13
Deckard, David W.	Customer Service Field Rep 2	New Hire	10/12/13
Driver, Anthony B.	Customer Service Field Rep 2	Re-Hire	10/05/13
Grady, Robert E.	Customer Service Field Rep 2	New Hire	10/05/13
Graham, Ryan J.	Customer Service Field Rep 2	New Hire	10/31/13
Guy, Doris T.	Customer Service Field Rep 2	New Hire	10/31/13
Musfeldt, Kevin J.	Customer Service Field Rep 2	New Hire	10/05/13
Perry, Cory A.	Customer Service Field Rep 2	New Hire	10/12/13
Porter, Peyton E.	Customer Service Field Rep 2	New Hire	10/05/13
Satterfield, Timothy C.	Customer Service Field Rep 2	New Hire	10/31/13
Stewart, Sandra D.	Finance Officer 2	New Hire	10/12/13
Pearson, Justin C.	Industrial Mechanic 1	Promotion	10/12/13
Alexander, Jasmine C.	Office Support Specialist 2	Promotion	10/12/13
^Baker, Sharonda R.	Office Support Specialist 2	Transition - Civil Service	10/12/13
Hall, Adrian G.	Treatment Plant Tech 1	Re-Hire	10/26/13
McLean, Caviness P.	Treatment Plant Tech 1	New Hire	10/31/13
Peterson, Michael D.	Treatment Plant Tech 1	New Hire	10/31/13
Cartwright, Wesley E.	Water Quality Analyst 1	New Hire	10/31/13
Jinks, Nacole C.	Water Quality Analyst 1	New Hire	10/31/13

*Department Transfer from Public Works (Signal Tech 1, TG9) to Water (Customer Service Field Rep 2, SR6)

^Transition to Civil Service from Temporary Status

MOTION: After some discussion, Vice-Chairman Corbitt moved for approval of the appointments as listed. Commissioner Allen second and the Commission approved without objection.

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Steele, Michelle D.	Customer Service Supervisor	Resignation	Codes Administration	10/11/13
Crenshaw, Codi B.	Emer Telecommunications Off 1	Resignation	ECC	09/17/13
Hackney, Alison L.	Emer Telecommunications Off 1	Resignation	ECC	10/16/13
Hutchinson, Jordan R.	Emer Telecommunications Off 1	Resignation	ECC	10/23/13
Skelton, Vicki L.	Emer Telecommunications Off 1	Resignation	ECC	10/12/13
Taylor, Jamilla Q.	Emer Telecommunications Off 1	Resignation	ECC	09/19/13
Seul Jr., Timothy B.	Emer Telecommunications Off 2	Resignation	ECC	10/25/13
Neeley, Sean M.	Fire Fighter 2	Resignation	Fire	09/28/13
Honeycutt, Richard L.	Fire Fighter/Paramedic	Pension	Fire	10/08/13
Ford, Toccota A.	Automotive Service Writer	Resignation	General Services	09/20/13
Heggie III, Samuel B.	Equipment Mechanic	Resignation	General Services	10/16/13
Horton, Steven T.	Master Tech	Resignation	General Services	09/18/13
Milligan II, Clara M.	Concessions Clerk 1	Resignation	Parks	10/12/13
Johnson, Bruce A.	Custodian 1	Dismissed	Parks	09/24/13

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Cuffman, Tyler R.	Maintenance & Repair Worker 2	Resignation	Parks	09/19/13
Vollbrecht, Vera Ellen	Nature Center Manager	Resignation	Parks	09/20/13
Davis, Erik D.	Recreation Leader	Resignation	Parks	10/10/13
Haney, Harold D.	Police Officer 2	Pension	Police	10/14/13
Mentges, Shannon E.	Circulation Assistant 1	Resignation	Public Library	10/18/13
Adams, Elizabeth B.	Librarian 1	Resignation	Public Library	10/05/13
Gibbons, Susannah L.	Librarian 1	Resignation	Public Library	09/29/13
Garrison, Laynette E.	Office Support Rep 2	Resignation	Public Library	10/24/13
Ragland, Steve D.	Maintenance & Repair Leader 2	Pension	Public Works	10/03/13
McLaughlin, Mark E.	Maintenance & Repair Worker 1	Resignation	Public Works	10/22/13
Boyd, Adam L.	Correctional Officer 1	Resignation	Sheriff	10/07/13
Meredith, Douglas E.	Correctional Officer 1	Resignation	Sheriff	10/15/13
Murphy, Blanche W.	Correctional Officer 1	Resignation	Sheriff	10/25/13
Riddle, John B.	Correctional Officer 1	Resignation	Sheriff	10/03/13
Corcoran, Ryan N.	Correctional Officer 2	Resignation	Sheriff	10/14/13
Warren, Michelle M.	Correctional Officer 2	Resignation	Sheriff	09/20/13
Claybrooks, Andrea N.	Homemaker	Resignation	Social Services	10/22/13
Phillips, Amanda J.	Homemaker	Resignation	Social Services	09/18/13
Carter, Latoya C.	Program Spec 3	Resignation	Social Services	10/25/13
Denney, Roy C.	Engineer In Training	Resignation	Water Services	10/11/13

MOTION: After some discussion, Vice-Chairman Corbitt moved to accept the Termination/Pension report for dates and reasons stated. Seconded by Commissioner Allen and the Commission approved without objection.

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ABOLISH</u>
Customer Service Field Rep 2	Water	293	Open	10/02/2013	E
Treatment Plant Technician 1	Water	275	Open	10/03/2013	E
Administrative Assistant	Parks	2	Dept	10/07/2013	E
Homemaker	Social Services	43	Continuous	10/08/2013	E
Water Quality Analyst 1	Public Works	156	Open	10/08/2013	E
Finance Officer 3	Finance	17	Open	10/09/2013	A
Police Operations Coordinator 2	Police	3	Dept	10/10/2013	A
Automotive Mechanic	General Services	46	Open	10/10/2013	E
Equipment Servicer	General Services	30	Open	10/11/2013	E
Technical Specialist 2	Public Works	9	Open	10/11/2013	E
Information Systems Operations Analyst 3	ITS	20	Open	10/14/2013	E
Administrative Services Officer 2	Planning	1	Dept	10/14/2013	E
Information Systems Assistant Director	ITS	18	Dept	10/14/2013	E
Historic Preservationist 1	Historical Com	100	Open	10/15/2013	E
Custodian 1	Library	117	Open	10/17/2013	E
Police Captain	Police	21	Dept	11/12/2013	E
Police Lieutenant	Police	55	Dept	11/12/2013	E
Police Sergeant	Police	80	Dept	11/12/2013	E
Information Systems Communications Analyst 2	Police	7	Open	10/21/2013	E
Park Police Lieutenant	Parks	3	Dept	10/25/2013	E
Administrative Services Officer 4	Codes	1	Dept	10/22/2013	E
IS Operation Analyst 2	ITS	5	Dept	10/22/2013	E
Equipment Mechanic	General Services	51	Open	10/22/2013	E
Finance Officer 3	Public Works	1	Dept	10/22/2013	E

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ABOLISH</u>
Customer Service Manager	Public Works	1	Dept	10/22/2013	E
Engineering Technician 3	Public Works	4	Dept	10/23/2013	E
Administrative Serv. Officer 4-Firearm/Tool ID	Police	20	Open	10/23/2013	E
Administrative Serv. Officer 4-DNA/Serology	Police	153	Open	10/23/2013	E
Administrative Serv. Officer 4-Drug Identification	Police	32	Open	10/23/2013	E
Administrative Serv. Officer 4-Toxicology	Police	18	Open	10/23/2013	E
Public Information Representative	Library	131	Open	10/23/2013	E
Correctional Officer Lieutenant	Sheriff	9	Dept	10/29/2013	E
Probation Officer 3	Juvenile Court	4	Dept	10/30/2013	E
Social Worker 2	Social Services	62	Open	10/29/2013	E
Waste Management Superintendent	Public Works	1	Dept	10/30/2013	E

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the register report. Seconded by Commissioner Allen and the Commission approved without objection.*

DEPARTMENTAL ITEMS**FIRE**

- (1: **Fire Director/Chief Rick White, represented by Jamie Summers, requested approval for additional days of Administrative Leave with Pay for Michael G. Sullivan, Emerg. Medical Tech 2.**

Ms. Summers said the Fire Department is beyond the original 10 days needed to investigate a matter that involved Mr. Sullivan. The investigation is nearly finished. However, it could be the end of November before it is completed.

MOTION: *After some discussion, Commissioner Allen moved for approval to extend Administrative Leave with Pay for thirty (30) days. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

PUBLIC WORKS

- (2: Director Randy Lovett requested approval for an Open Range Increase for the following employees:

Daniel M. Pursley, Jr.	Rory B. Rowan	Phillip W. Jones	Joseph W. Osborne
Jenna E. Smith	Sharon K. Wahlstrom	Jonathan M. Cleghon	Devin P. Doyle
Walter C. Knauf			

Public Works Director Randy Lovett and Special Projects Manager Billy Lynch said approximately twenty-six (26) employees took the buyout in February 2013. Since that time, seventeen (17) of those positions have been filled. Mr. Lovett said the changes are expected to save the department approximately \$200,000 to \$300,000. As for the other positions that remain vacant, they will eventually be filled. The department should realize a total savings with salaries and benefits to be around \$600,000 or \$700,000 by end of 2013.

Public Works restructure was necessitated by the vacancies of senior-level managers retiring under the buyout plan. Each management-level employee presently in open range who has previously or recently assumed higher level duties / responsibilities in their area, where selected for an increase and are as follows:

- a. **Daniel M. Pursley, Jr.** – Began his career in Central Human Resources and has been with Metro for over 26 years. Presently Mr. Pursley works in the IT section of Public Works and has assumed additional computer network duties to support the Office of Emergency Management, Emergency Operations Center, Permits Division and Transportation & Licensing Commission.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for approval of the above request as submitted. Seconded by Commissioner Allen and the Commission approved without objection.*

- b. **Jenna E. Smith** – Began her career in Central Human Resources under Mr. Lovett's direction while working in Field Services during the Mercer Pay Plan. Prior to moving to Public Works, she has worked as Assistant with Special Projects in other departments. Ms. Smith has assumed additional duties and responsibilities that previously were performed by the Public Information Officer. In addition, her duties will include engineering project management and tracking capital projects.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for approval of the above request as submitted. Seconded by Commissioner Sanders and the Commission approved without objection.*

- c. **Walter C. Knauf** – Is an engineer working in the traffic section. He continues to assume supervisory / project management duties in the Traffic Engineering Division.

MOTION: *After some discussion, Commissioner North moved for approval of the above request as submitted. Seconded by Commissioner Allen and the Commission approved without objection.*

- d. **Rory B. Rowan** – Is in charge of all permit duties to support Special Events in the downtown sector and road closures. He has assumed additional duties to support the Development Office.

MOTION: *After some discussion, Commissioner North moved for approval of the above request as submitted. Seconded by Commissioner Sanders and the Commission approved without objection.*

- e. **Sharon K. Wahlstrom** – Assumed additional duties / responsibilities related to Capital Projects, Food Trucks, as well as the Traffic and Licensing Commission. She has also assumed two employees that were previously supervised by an Assistant Director in the Streets and Roads section.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for approval of the above request as submitted. Seconded by Commissioner North and the Commission approved without objection.*

- f. **Phillip W. Jones** – Assumed additional duties that were previously performed by an Assistant Director in Streets & Roads section and is in charge all departmental trucks with exception of solid waste.

MOTION: *After some discussion, Commissioner North moved for approval of the above request as submitted. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

- g. **Jonathan M. Cleghon** – Is an engineer who assumed additional duties due to an employee that left during the buyout earlier this year. Mr. Cleghon manages the engineering section and continues to do an outstanding job.

MOTION: *After some discussion, Commissioner North moved for approval of the above request as submitted. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

- h. Joseph W. Osborne – Is over solid waste and has assumed additional duties / responsibilities that were previously performed by a former Public Works Assistant Director of Streets and Roads.

MOTION: *After some discussion, Commissioner Sanders moved for approval of the above request as submitted. Seconded by Commissioner North and the Commission approved without objection.*

- i. Devin P. Doyle – Presently works with Mr. Cleghon and Mr. Knauf. He assumed additional supervisory and management duties in the Development Office previously performed by an employee who left under the Buyout in February 2013.

MOTION: *After some discussion, Commissioner North moved for approval of the above request as submitted. Seconded by Commissioner Sanders and the Commission approved without objection.*

HUMAN RESOURCES

Human Resources Director Veronica T. Frazier, submits the following for the Commission's consideration and appropriate action:

(3: Request consideration of Medical Waiver for the following POT Applicants:

Applicant A – KA was disqualified as a Police Officer Trainee due to his failure to pass a required physical examination administered by the Medical Examiner Dr. Celia Goodson. She provides information under the Civil Service Policy 2.12-I regarding Metro Driver Safety Standards – Vision (Color Vision) : Far Visual Acuity

Dr. Goodson said far visual acuity shall be at least 20/40 in each eye corrected with contact lenses or spectacles. The applicant has an issue of the left eye which has resulted in a decreased central visual acuity on the left. The decrease in the visual acuity is not correctable. She was unable to support a medical waiver for the applicant's with this issue. Applicant A was in attendance to discuss his appeal before the Commission.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for denial of the applicant's request for a medical waiver. Commissioner Allen and the Commission approved without objection.*

Applicant B – MC was disqualified as a Police Officer Trainee due to his failure to pass a required physical examination administered by Medical Examiner Dr. Celia Goodson. She refers to the Standards of Medical Fitness AR 40-501, 2-29 Spine and sacroiliac joints. There is a current issue or history of surgery to correct the condition. With recurrent low back pain related to lumbar degenerative disc disease, Dr. Goodson does not recommend a waiver due to the duties as required by a police officer and the daily use of a heavy utility belt which could increase the likelihood of injuries while on duty. Applicant B was in attendance to discuss his appeal before the Commission.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for denial of the applicant's request for a medical waiver. Seconded by Commissioner Allen and the Commission approved without objection.*

Applicant C – RC was disqualified as a Police Officer Trainee applicant due to the failure to pass a required physical examination administered by Medical Examiner Dr. Celia Goodson. She refers to the Standards of Medical Fitness AR 40-501, Recurrent Stress Fractures / Osteopenia. It was noted the employee has a history of the lower extremities and having been through the Police Academy in 1996 and again in 2013 for the same condition it places the applicant at an increased risk for further injuries while in rigorous physical demand in training of the Police Academy. Dr. Goodson does not recommend a waiver due to the applicants medical issues. Applicant C was in attendance to discuss her appeal.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for denial of the applicant's request for a medical waiver. Seconded by Commissioner Allen and the Commission approved without objection.*

Applicant D – JC was disqualified as a Police Officer Trainee applicant due to his failure to pass a required physical examination administered by Medical Examiner Celia Goodson. She refers to the Standards of Medical Fitness AR 40-501, 2-8 Endocrine and metabolic disorders (g) history of 274, which does not meet the standards. The applicant has kept his current medical issue under good control with proper medical treatment and has experienced no attacks within the past year. This does not preclude the safe performance of the duties of a Police Officer Trainee or Police Officer.

MOTION: *After some discussion, Commissioner Allen moved for approval of the applicant's request for a medical waiver. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

(4: Review on Color Vision Provision from Civil Service Policy 2.12-I, Metro Driver Safety Standards – Vision

HR Administrator, Stephen Cain stated that during the Civil Service Commission meeting of September 2013, it was asked that Human Resources review the Civil Service Policy 2.12-I *Metro Driver Safety Standards – Vision* to examine the statement “*color contacts for assisting in color vision are not acceptable*”. Mr. Cain said Metro Police HR, Civil Service Medical Examiner, Dr. Goodson and he have conferred on this matter and agreed on the following presentation and recommendation.

Mr. Cain stated there was an applicant in 2008 that came before the Commission requesting a waiver allowing him to wear color correcting contact lenses. At that time, the Commission asked then Civil Service Medical Examiner, Dr. Christopher Fletcher, to review this matter and bring a recommendation back to the Commission. In doing so, Dr. Fletcher recommended the addition of a second color vision test, the Farnsworth D-15 and did not recommend allowing color correcting contact lenses

Mr. Cain explained that this test is still utilized by the US Army today, with most divisions prohibiting the use of color correcting lenses. Army physical requirements 40-501 is the standard followed by the Metro Police Department.

Mr. Cain explained findings that Optometrist and Ophthalmologist studies found that performance on other color vision tests, when wearing such lenses, may be worse, discrimination of colors not previously confused may be poorer, and stereopsis impaired.

The US FDA, California Peace Officer Standards & Training (POST) and the American College of Occupational & Environmental Medicine (ACOEM) agreed that “*The use of tinted lenses to pass the (color vision) test is not an acceptable accommodation. The use of colored contact lenses to pass a pseudo isochromatic plate test has been associated with poor color identification and poorer Stereopsis.*” It is for the above reasons that Human Resources, Metro Police Department and the CSME do not recommend making any changes to the current Civil Service Vision Policy. It was also noted that color correcting devices be prohibited when being administered either the PIP or Farnsworth D-15 test.

ACTION: *This was a report only.*

(5: Review “Order of Withdrawal” for Raymond Hand, Water Services / Suspension

Raymond Hand, Engineering Technician 3, was given a three (3) day suspension from his position effective February 5, 2013 for the following violations under Civil Service Rules - Section 6.7 “Grounds for Disciplinary Action” #1 – Neglect of failure to perform official duty; #2 – Deficient or inefficient performance of duties; #11 – Violation of any written rules, policies or procedures of the department in which the employee is employed; #13 – Dishonesty and #32 – Any failure of good behavior which reflects discredit upon himself, the department and/or the Metropolitan Government.

On April 3, 2013, Human Resources Director Rita Roberts-Turner sent an electronic letter to Mr. Hand stating that she had received a request to appeal the disciplinary action taken against him on February 4, 2013. It was also noted that he originally had submitted his appeal to the Human Resources division at Metro Water Services as opposed to the Metro Human Resources Department. Mr. Ivan Davis from the Human Resources division of Water Services forwarded a copy of Mr. Hand’s request from February 28, 2013. All documentation regarding Mr. Hand’s appeal was submitted to the Human Resources Department and forward to the Administrative Procedures Division at the State of Tennessee. Metro Attorney Rachelle Gallimore-Scruggs represented the Water Services Department. Mr. Hand represented himself. The case was assigned to Administrative Law Judge Joyce Carter-Ball.

A letter of Mediation was sent by Administrative Law Judge Rob Wilson on May 22, 2013 to resolve Mr. Hand’s appeal. The matter was scheduled to take place on July 26, 2013. Nothing further was received until September 6, 2013 setting the case to be heard on November 7, 2013. On October 24, 2013, an Order was sent stating that Grievant Raymond Hand gave notice to withdraw his appeal. In accordance to the request, Administrative Law Judge Joyce Carter-Ball submitted an Order to withdraw, dismiss and close the file.

Metro Attorney Rachelle Gallimore-Scruggs and Raymond Hand was present at the meeting to discuss the case.

MOTION: After some discussion, Vice-Chairman Corbitt moved for approval to withdraw the appeal as requested by Mr. Hand. Seconded by Commissioner Sanders and the Commission approved without objection.

(6: Review “Initial Order” for Robert Howse, Police / Grievance

Robert Howse is a Police Operations Coordinator with the Metro Police Department working 2nd shift at the Vehicle Impound Lot. He submitted an EEOC request that lead to an investigation citing that he was being treated unfairly due to several forms of discriminatory behavior with possible acts of retaliation. His grievance advanced within the departmental process through the Metropolitan Police Department and then to the Human Resources Department for further investigation.

Mr. Howse made his appeal to the Commission on March 6, 2012 and the case was assigned to Administrative Law Judge Joyce Carter-Ball. Metro Attorney Jason Bobo represented Metropolitan Government. Mr. Howse represented himself. An order was sent setting the hearing for August 28, 2012. That hearing was continued by request of Metro Legal Attorney Jason Bobo and reset by Judge Carter-ball for October 24, 2012. A “Motion to Dismiss” was submitted on October 19, 2012 by Metro Attorney Jason Bobo but was denied and the hearing rescheduled for January 10, 2013.

On January 10, 2013, Grievant Robert Howse arrived forty-five (45) minutes late for his hearing after Metro Counsel made an oral motion requesting the Grievant be held in default. Grievant Robert Howse then submitted a Petition of Reconsideration to Judge Carter Ball on January 22, 2013. Administrative Law Judge Carter-Ball gave consideration to the request and set aside the Initial Order dated February 5, 2013. The hearing was then rescheduled to be heard on May 23, 2013. That hearing went forward with all parties present.

On July 31, 2013, Judge Carter-Ball entered an Initial Order upholding the appointing authority’s decision to deny the grievant.

Metro Attorney Jason Bobo and Grievant Robert Howse were present before the Commission to discuss the case.

ACTION: *After some discussion with Metro Attorney Jason Bobo and Mr. Howse, Chairman Farmer asked the Commission to bring this matter back to the next regular meeting in December and instructed Mr. Howse to retain an attorney that would be able to assist him during discussion of his Initial Order. Vice-Chairman Corbitt reiterated the conditions and asked Mr. Howse if he understood what was required of him. Mr. Howse said he understood. The Commission then approved to defer the matter until December 10, 2013.*

(7: Human Resources Updates

ACTION: *None*

(8: Communiqués from the public on pending hearings

ACTION: *None*

LATE ITEM:

(9: Discussion of Appointment of Acting Human Resources Director.

Chairman Farmer read a letter addressed to the Commission from Mayor Karl Dean who asked for continued leadership from the Human Resources Department / Benefits as Ms. Veronica Frazier assumes the position of Interim Director. Mayor Dean also noted that Ms. Frazier brings a considerable amount of expertise to the position along with her skills and abilities that will be a valuable service to the Commission and to other departments.

Chairman Farmer recognized Ms. Frazier and welcomed her back to the Human Resources Department. He said the Commission will revisit this again in the next month or two for a final confirmation.

MOTION: *Chairman Farmer made a motion and said all in favor of accepting the Mayor's recommendation signifying by saying aye. The Commission agreed unanimously.*

With nothing further, the regular meeting adjourned at 9:42 a.m.

ATTEST:

APPROVED:

Veronica T. Frazier, Director
Secretary to the Commission

William H. Farmer, Chairman
Civil Service Commission