



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

July 8, 2014

8:30 a.m.

Howard Office Building
Sonny West Room

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

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

MEMBERS NOT PRESENT: C. Michael Allen

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 **June 10, 2014**.

Vice-Chairman Corbitt approved the regular minutes with a second by Commissioner North. The Commission approved without objection.

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

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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
Stromatt, Lisa A.	Administrative Services Officer 3	Promotion	06/23/14
Close, David T.	Plumbing Inspector 1	New Hire	05/26/14

EMERGENCY COMMUNICATION CENTER

Walsh, Denise Anne	Emer Telecommunications Manage	Promotion	05/24/14
Mullen, Kristin A.	Emer Telecommunications Supv.	Promotion	05/24/14
*Moncrief, Justin C.	Info Systems App Analyst 3	Re-Classification	05/24/14
*Weese II, Harold P.	Info Systems App Analyst 3	Re-Classification	05/24/14

*Re-Classification from Emergency Comm. Officer 4 (ET4) to IS App Analyst 3 (SR12) due to a position audit

FINANCE

*Holland, Richard K.	Finance Officer 2	Class Change/Lateral	05/26/14
*Marks, Pamela M.	Finance Officer 2	Class Change/Lateral	05/26/14
^Finney, Patricia H.	Finance Officer 3	Class Change/Lateral	05/26/14
^Lannom Jr, David P.	Finance Officer 3	Class Change/Lateral	05/26/14
Douglas, Rhonda S.	Information Systems App Tech 2	Promotion	05/26/14
Gardner Jr, Andrew L.	Information Systems App Tech 2	Promotion	05/26/14
Hudson, Stacey M.	Information Systems App Tech 2	Promotion	06/09/14

*Class Change from Administrative Services Officer 3 (SR10) to Finance Officer 2 (SR10)

^Class Change from Administrative Services Officer 4 (SR12) to Finance Officer 3 (SR12)

INFORMATION TECHNOLOGY SERVICE

Harrison, William H.	Computer Operator 2	New Hire	06/16/14
Perry, Daniel Kyle	Info Systems App Analyst 2	Re-Hire	06/07/14
Anderson, Ryan A.	Information Sys Operator Analyst 3	Promotion	06/07/14

JUVENILE COURT

*Sanders, Robin M.	Probation Officer 1	Transition - Civil Service	06/01/14
*Scott, Brenda G.	Probation Officer 1	Transition - Civil Service	06/01/14
*Peery, Richard K.	Probation Officer 2	Transition - Civil Service	05/26/14
*Upshaw, Michael	Probation Officer 2	Transition - Civil Service	05/26/14

*Transition to Civil Service from Non-Civil Service Status

PARKS

Kennedy, John R.	Custodian 1	Re-Hire	05/27/14
Gregory, Matthew K.	Maintenance & Repair Worker 1	New Hire	06/16/14
Birdwell, Jeremy W.	Maintenance & Repair Worker 2	New Hire	05/23/14
*Stewart, Michael L.	Maintenance & Repair Worker 2	Department Transfer/Promotion	06/06/14
Deardorff, Daniel Ray	Maintenance & Repair Worker 3	Promotion	05/23/14
^Lusk, Cami A.	Office Support Rep 2	Transition - Civil Service	05/23/14

CIVIL SERVICE COMMISSION

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*Department Transfer from Public Works (M&R Worker 1) to Parks (M&R Worker 2)

^Transition to Civil Service from Part Time Status

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PLANNING COMMISSION</u>			
Hollingsworth, Michelle N.	Planning Tech 3	Promotion	05/16/14
<u>POLICE</u>			
Barnes, Paula C.	Administrative Assistant	Promotion	06/02/14
Evans, Felicia Karina	Crime Lab Forensic Scientist 1	Promotion	06/16/14
Gold, Tracey L.	Crime Scene Technician 1	New Hire	06/16/14
Polangcus, Jennifer	Crime Scene Technician 1	New Hire	06/16/14
Kongsaysy, Candra D.	Human Resources Analyst 1	Promotion	06/16/14
*Apsey, Michael T.	Police Officer 1	Class Change	06/11/14
*Beck, Chase R.	Police Officer 1	Class Change	06/11/14
*Brown, Kimberly A.	Police Officer 1	Class Change	06/11/14
*Callies, Joel M.	Police Officer 1	Class Change	06/11/14
*Coy, William B.	Police Officer 1	Class Change	06/11/14
*Dixon, Gregory I.	Police Officer 1	Class Change	06/11/14
*Duke, Charles B.	Police Officer 1	Class Change	06/11/14
*Heymann, Raymond	Police Officer 1	Class Change	06/11/14
*Hicks, Brandon N.	Police Officer 1	Class Change	06/11/14
*Jernigan, Caleb N.	Police Officer 1	Class Change	06/11/14
*Kelley, John K.	Police Officer 1	Class Change	06/11/14
*Lampley, Alex J.	Police Officer 1	Class Change	06/11/14
*Manning, Autumn S.	Police Officer 1	Class Change	06/11/14
*Marchak, Alex M.	Police Officer 1	Class Change	06/11/14
*Moss, Michael G.	Police Officer 1	Class Change	06/11/14
*Perez, David	Police Officer 1	Class Change	06/11/14
*Rardin, Brandon E.	Police Officer 1	Class Change	06/11/14
*Robinson, Natalie C.	Police Officer 1	Class Change	06/11/14
*Ronan, Zachary J.	Police Officer 1	Class Change	06/11/14
*Taylor, Allen W.	Police Officer 1	Class Change	06/11/14
*Ward Jr, Charles E.	Police Officer 1	Class Change	06/11/14
^Kaster, Charles B.	Police Officer 2	Class Change	05/27/14
^Sabel, Ryan L.	Police Officer 2	Class Change	05/27/14

*Class Change from Police Officer Trainee to Police Officer 1

^Class Change from Police Officer 1 to Police Officer 2

PUBLIC LIBRARY

Herbst, Luke R.	Librarian 1	Promotion	06/23/14
Shivers, Carlos M.	Librarian 1	Promotion	06/23/14
Shaw, Kathryn J.	Office Support Rep 2	New Hire	06/09/14

PUBLIC WORKS

Hand, Clayton S.	Engineer 2	Promotion	06/09/14
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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>SHERIFF</u>			
*Thomas, Garfield L.	Correctional Officer 1	Return from Medical Pension	06/1/2014
*Return from Pension to same classification			

SOCIAL SERVICES

Simpson, Karri L.	Professional Specialist	New Hire	06/16/2014
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WATER SERVICES

Barnett, John R.	Engineer 2	New Hire	06/07/2014
Pendley, William J.	Engineer 2	Promotion	05/24/2014
*Corcoran Jr, Thomas J.	Engineering Tech 3	Department Transfer/Promotion	06/07/2014
^Hammonds, Dean L.	Engineering Tech 3	Class Change	06/07/2014
Jolley, Tyrone	Engineering Tech 3	Promotion	05/24/2014
Raines, Phillip C.	Engineering Tech 3	Promotion	05/24/2014
Golden, Darrell L.	Equipment Operator 3	Promotion	06/21/2014
Young, Mildred Lynn	Office Support Specialist 2	Promotion	05/24/2014

*Department Transfer from Planning (CAD/GIS Analyst 1, SR9) to Water (Engineering Tech 3, SR10)

^Class Change from Industrial Electronics Tech 2, TI13 to Engineering Tech 3, SR10

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

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Meadows, Katherine M.	Emer Telecommunications Off 1	Dismissal	ECC	05/20/14
Turner, William D.	Emer Telecommunications Off 1	Dismissal	ECC	05/20/14
Friedlander, David M.	Administrative Services Manager	Pension	Finance	06/17/14
Lamborn, Robin L.	Application Tech 2	Resignation	Finance	06/06/14
Hubbard, Robert W.	Fire Captain	Pension	Fire	05/18/14
Lawson, Ronnie E.	Fire Engineer	Pension	Fire	06/07/14
Curd, Kevin Bradley	Fire Fighter 2	Deceased	Fire	06/11/14
Calvin, Christopher F.	Firefighter 3	Pension	Fire	06/14/14
Copeland, Clifford C.	Equipment Servicer	Pension	General Services	06/18/14
Mercer-Monnig, Jessica L.	Program Specialist 1	Resignation	ITS	06/08/14
Song, Kenneth Kyung Ho	Maintenance & Repair Worker 3	Resignation	Parks	06/05/14
Moore, Shannon Elaine H.	Naturalist 1	Resignation	Parks	05/29/14
Taylor, Jas	Recreation Leader	Resignation	Parks	05/30/14
Ware, Jennifer	Recreation Leader	Resignation	Parks	05/28/14
Lawrence, Jason L.	Administrative Services Officer 3	Resignation	Police	05/21/14
Whitley, Connie L.	Computer Operator 2	Pension	Police	06/07/14
Long, Victoria V.	Police Operations Assistant 3	Dismissal	Police	05/20/14
Mays, Lisa D.	Police Operations Supervisor.	Pension	Police	05/31/14

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Wright, Brandon J.	Police Security Guard 1	Resignation	Police	05/23/14
Scudder, Thomas M.	Library Associate 1	Resignation	Public Library	05/26/14
Benton, Donnie	Maintenance & Repair Worker 1	Pension	Public Works	05/30/14
Dixon Jr, Danny H.	Maintenance & Repair Worker 1	Resignation	Public Works	05/28/14
Ewing, Terrence L.	Maintenance & Repair Worker 1	Dismissal	Public Works	06/17/14
Holland, Joshua E.	Correctional Officer 1	Resignation	Sheriff	06/06/14
Howard, Jennifer L.	Correctional Officer 1	Resignation	Sheriff	06/13/14
Levy, Stephanie A.	Correctional Officer 1	Resignation	Sheriff	05/27/14
McFarlane Jr, Donovan R.	Correctional Officer 1	Resignation	Sheriff	06/14/14
Brice, David R.	Correctional Officer 2	Pension	Sheriff	06/17/14
Burns, Laura J.	Social Worker 3	Resignation	Social Services	06/06/14
Jackson-Campbell, Gloria	Administrative Services Manager	Pension	Water Services	05/30/14
Ayala, Julian T.	Customer Service Field Rep 2	Resignation	Water Services	06/03/14
Paulus, James J.	Engineer 3	Pension	Water Services	05/30/14
Cook, Ronnie D.	Industrial Tech Master	Pension	Water Services	06/20/14
Smith, Deborah J.	Treatment Plant Tech 3	Pension	Water Services	05/30/14

MOTION: After some discussion, Commissioner North moved to accept the Termination/Pension report for dates and reasons stated. Seconded by Vice-Chairman Corbitt 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>
Equipment Mechanic	Metro Wide	31	Open	5/29/14	E
Crime Lab Forensic Scientist 1-Firearm	Police	4	Dept.	5/29/14	E
Information Systems App. Analyst 2	ITS	1	Open	6/04/14	E
Information Systems Manager	Police	15	Open	6/05/14	E
Probation Officer 2	Juvenile Ct	158	Open	6/05/14	E
Administrative Services Officer 3	Codes	3	Dept.	6/11/14	E
M&R Worker 2 - Grounds	Parks	2	Dept.	6/11/14	E
Library Manager 2	Library	25	Open	6/11/14	E
Police Identification Specialist 1	Police	1	Dept.	6/12/14	E
IS Operations Analyst 3	ITS	7	Open	6/12/14	E
Probation Officer 1	Juvenile Ct	487	Open	6/12/14	E
Circulation Supervisor	Library	1	Dept.	6/13/14	A
Human Resources Analyst 1	Police	1	Dept.	6/17/14	E
Program Coordinator	Parks	150	Open	6/17/14	E
Police Operations Coordinator 1	Police	11	Dept.	6/19/14	A
Police Operations Assistant 1	Police	272	Open	6/19/14	E
Police Operations Coordinator 1	Police	3	Dept.	6/20/14	E
Office Support Specialist 2	Water	324	Open	6/20/14	E
Equipment Operator 3-Gradall	Water	8	Open	6/20/14	E
Librarian 1-Special Collections	Library	25	Open	6/23/14	E
IS Operations Analyst 3	ITS	15	Open	6/24/14	E

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

DEPARTMENTAL ITEMSBEER BOARD

- (1: Executive Director, Jackie Eslick, requested approval for Leave from Civil Service Status beginning July 1, 2014 to June 30, 2015.

Ms. Eslick said she has been serving in a non-Civil Service position as Executive Director for the Beer Board since 2005. The request is to continue serving in this position beginning July 1, 2014 until June 30, 2015.

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

PARKS

- (2: Director Tommy Lynch requested approval of an Extension for Out of Class on Officer John Wells, Parks Police.

Mr. Lynch said Officer Wells began working in a higher classification as Parks Police Sergeant in November 2013. Officer Wells is the next candidate on the register for this position. The employee who was demoted from this position, Pamela DeSoto, has an appeal on file with an Administrative Law Judge.

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

PLANNING COMMISSION

- (3: Executive Director Rick Bernhardt, represented by Jeffrey Leach, requested approval of Leave from Civil Service for Ms. Lou Edwards beginning August 1, 2014 to July 31, 2015.

Mr. Leach said that Ms. Edwards continues to serve in a grant supported position in Metro Planning that is funded through the Regional Transportation Planning Funds in conjunction with TDOT. She has done this for a number of years and is responsible for management of office operations, administrative support and assists management and staff.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the above as submitted. Seconded by Commissioner North 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:

(2: Request of POT Medical Waiver's for the following:

Applicant – BF

Mr. BF was disqualified as a Police Officer trainee applicant due to his failure to pass a required physical examination administered by Medical Examiner Susan Warner. She refers to the Standards of Medical Fitness AR 40-501, 2-23 (d) Lungs, chest wall, pleura and mediastinum. Dr. Warner said the applicant has Asthma but is controlled when using an inhale. This only happens when exercising or having symptoms. She did not see any issues that would prevent this person from successfully becoming a Police Officer Trainee or Police Officer. Applicant BF was present before the Commission to discuss his case.

MOTION: Commissioner Sanders made a motion to approve the request as listed above with a second by Commissioner North. There was one objection from Vice-Chairman Corbitt. The vote was 2 to 1.

Applicant – MN

Mr. MN was disqualified as a Police Officer trainee applicant due to his failure to pass a required physical examination administered by Medical Examiner Susan Warner. She refers to the Standards of Medical Fitness AR 40-501, 2-7 (c) – hearing. Dr. Warner said the applicant has moderately severe hearing loss and bilat is above 1500Hz. With the Bill Wilkerson test, it reveals standard not met in either ear above 1000 Hz and the use of hearing aids is not feasible or recommended per Police Safety Officer. For this reason Dr. Warner does not recommend the applicant for this position. Applicant MN was present before the Commission to discuss his case.

MOTION: Commissioner Sanders made a motion to deny the request as listed above and have the applicant come back after he has been fitted for a hearing aid. A second was made by Commissioner North and the Commission approved without objection.

Applicant – NR

Ms. NR was disqualified as a Police Officer trainee applicant due to her failure to pass a required physical examination administered by Medical Examiner Susan Warner. She refers to the Standards of Medical Fitness AR 40-501, 2-23 (d) – lungs, chest wall, pleura and mediastinum. Dr. Warner said due the candidate has seasonal asthma which does not meet the standard for symptoms after 13th birthday. Dr. Warner would approve the applicant for this position only with the use of ProAir as needed for allergic season symptoms. Applicant NR was present before the Commission to discuss her case.

MOTION: Vice-Chairman Corbitt made a motion to approve the request as listed above with a second by Commissioner North. The Commission approved without objection.

(3: Request for Waiver of State Residency Requirement

HR Analyst Seth Waltenbaugh said Officer John Gilpin from the Metro Police Department requested a waiver of state residency due to family personal reasons. The Police Department does not support the request of Officer Gilpin who wants to move from Portland, TN into the State of Kentucky.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to deny the Requested Waiver of the State Residency Requirement for Officer Gilpin. Second by Commissioner North. Commissioner Sanders objected. The vote was 2 to 1.*

(4: Human Resources Updates

HR Director Veronica Frazier introduced the department's newest staff member, Lisa Kiss, to the Commission. Ms. Kiss comes to Human Resources as the new Veterans Affairs staff person that will be assisting those persons who are potential employees that have served in the armed services.

(5: Communiqués from the public on pending hearings

ACTION: *None*

With nothing further, the regular meeting adjourned at 9:04 a.m.

ATTEST:

APPROVED:

Veronica T. Frazier, Director
Secretary to the Commission

William H. Farmer, Chairman
Civil Service Commission