



# METROPOLITAN CIVIL SERVICE COMMISSION

## MINUTES

September 9, 2014

8:30 a.m.

Howard Office Building  
Sonny West Room

700 2<sup>nd</sup> Avenue South and  
Lindsley Avenue  
Nashville, Tennessee 37210

■ **MEMBERS PRESENT:** Chairman William H. Farmer; D. Billye Sanders and Jo Ann North.

**MEMBERS ABSENT:** Vice-Chairman R. Steve Corbitt and Commissioner 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 **August 12, 2014**.

Commissioner Sanders approved the 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.

APPOINTMENTS  
TERMINATIONS / PENSIONS  
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DEPARTMENTAL ITEMS  
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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>FINANCE</u>			
Sloane, Sara W.	Finance Admin	Promotion	08/04/14
Troup, Terri R.	Finance Admin	Promotion	08/04/14
Edwards, Kevin N.	Finance Officer 3	Promotion	08/04/14

FIRE

*Sells, Mark E.	Fire Arson Investigator 1	Class Change/Lateral	08/01/14
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\*Class change from Fire Inspector 2 (PS5) to Fire Arson Investigator 1 (PS5)

INFORMATION TECHNOLOGY SERVICE

*Nicholson, Gregg C.	Information Systems Advisor 2	Promotion/Department Transfer	08/25/14
Nnodu, Chukwudinma	Information Systems Advisor 2	New Hire	08/18/14

\*Department Transfer from General Services (ASO 4, SR12) to ITS (IS Advisor 2, SR14)

JUVENILE COURT

Williams, L'tannia	Program Manager 2	Transition - Civil Service	08/21/14
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Transition to Civil Service from a Grant Funded Position

MUNICIPAL AUDITORIUM

*Bailey, Kristie L.	Finance Officer 3	Department Transfer/Promotion	08/01/14
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\*Department transfer from Finance (Finance Officer 2, SR10) to Municipal Auditorium (Finance Officer 3, SR12)

PARKS

Floyd, Thomas C.	Facility Coordinator	Promotion	08/01/14
Magness, Lindsey L.	Facility Coordinator	Promotion	08/01/14
Maberry, Terry R.	Maintenance & Repair Worker 2	New Hire	08/04/14
Gupton, Chase E.	Maintenance & Repair Worker 3	Promotion	08/01/14
Walker, Shelly E.	Office Support Specialist 1	Promotion	08/01/14
*Cooper, Anthony M.	Program Coordinator	Transfer - Civil Service	08/01/14
*Crawley Jr, Randy C.	Program Coordinator	Transfer - Civil Service	08/01/14
*Gooch, Michael L.	Program Coordinator	Transfer - Civil Service	08/01/14
*Howell, Joseph L.	Program Coordinator	Transfer - Civil Service	08/01/14
*Kelly, Jacquelyn O.	Program Coordinator	Transfer - Civil Service	08/01/14
*Neal, Tabitha L.	Program Coordinator	Transfer - Civil Service	08/01/14
*Reid, Kevin E.	Program Coordinator	Transfer - Civil Service	08/01/14

\*Transition to Civil Service (Program Coordinator) from Part Time Status (Recreation Leader)

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PLANNING COMMISSION</u>			
McLemore, Kevin M.	CAD/GIS Analyst 1	New Hire	08/18/14
<u>POLICE</u>			
*Adkins, Nina R.	Human Resources Analyst 1	Class Change/Lateral	08/16/14
Hooper, Daniel J.	Human Resources Assistant 2	Promotion	08/16/14
Hayes, Phillip R.	Info Systems App Tech 2	Promotion	08/16/14
Ford, Morgan L.	Police Lieutenant	Promotion	07/16/14
Kendall, Lee A.	Police Lieutenant	Promotion	07/16/14
Schmitz, Taylor Casey	Police Lieutenant	Promotion	07/16/14
Thaxter, Ada M.	Police Lieutenant	Promotion	07/16/14
Waltz, Michael A.	Police Lieutenant	Promotion	07/16/14
Hubbard, Brandon C.	Police Operations Assistant 1	New Hire	08/01/14
Kemper, Teresa R.	Police Operations Assistant 1	Re-Hire	08/01/14
Bolden, Carol L.	Police Operations Coordinator 1	Promotion	08/01/14
Martin, James M.	Police Operations Coordinator 1	Promotion	08/01/14
Lewis, Falethia A.	Police Operations Coordinator 2	Promotion	08/16/14
Wilson, Albert P.	Police Security Guard 1	New Hire	08/20/14
Agoston, Bryon V.	Police Sergeant	Promotion	08/01/14
Cole, Daniel E.	Police Sergeant	Promotion	08/01/14
Cothran, Scott Anderson	Police Sergeant	Promotion	08/01/14
Davis II, Earl G.	Police Sergeant	Promotion	08/01/14
Earls, Alan L.	Police Sergeant	Promotion	08/01/14
Fondaw Jr, Caroll E.	Police Sergeant	Promotion	08/01/14
Hammond, Michelle D.	Police Sergeant	Promotion	08/01/14
Lockwood, Ryan A.	Police Sergeant	Promotion	08/01/14
McCollum, Gene L.	Police Sergeant	Promotion	08/01/14
Richmond, Sean A.	Police Sergeant	Promotion	08/01/14
Smith, Derek W.	Police Sergeant	Promotion	08/01/14
Turner, Christopher L.	Police Sergeant	Promotion	08/01/14
Woosley, Ted C.	Police Sergeant	Promotion	08/01/14

\*Class Change from Office Support Specialist 2 (SR8) to Human Resources Analyst 1 (SR8)

PUBLIC LIBRARY

Irizarry, Christine C.	Circulation Assistant 1	New Hire	08/04/14
Rieckhoff, Jaime P.	Library Associate 1	Re-Hire	08/18/14

PUBLIC WORKS

Gasiecki, Eric M.	Engineer In Training	New Hire	08/18/14
Brown, David M.	Maintenance & Repair Worker 1	New Hire	08/05/14
Carter, Daniel J.	Maintenance & Repair Worker 1	New Hire	08/04/14
^Obrien Jr, Eddie G.	Maintenance & Repair Worker 1	Demotion	07/29/14
Phillips, Bobby	Maintenance & Repair Worker 1	New Hire	08/04/14

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PUBLIC WORKS</u>			
Wade, Andre O.	Maintenance & Repair Worker 1	New Hire	07/21/14
Birdsong, Shaquaundra N.	Office Support Specialist 1	New Hire	08/01/14
*Brooks, Sterling	Office Support Specialist 1	Dept. Transfer / Transition – Civil Service	08/18/14

^Demotion from Equipment Operator 3 (TG8) to M&R Worker 1 (TG3)

\*Department Transfer from Election Comm (Office Support Rep 2, SR5) to Public Works (Office Support Spec 1, SR7)

SHERIFF

Cates, Courtney R.	Correctional Officer 2	Promotion	08/17/14
Murphy, Cory R.	Correctional Officer 2	Promotion	08/17/14
Shemwell, James A.	Correctional Officer 2	Promotion	08/17/14
Suddeth Jr, Charles E.	Correctional Officer 2	Promotion	08/17/14
Youker, Chad E.	Correctional Officer 2	Promotion	08/17/14

WATER SERVICES

Mitchell, Antonio M.	Customer Service Field Rep 2	Re-Hire	08/16/14
Brownlow, Ronnie L.	Equipment Operator 2	New Hire	08/02/14
Gaddes, Vincent R.	Equipment Operator 2	New Hire	08/02/14
Stewart, William J.	Equipment Operator 2	New Hire	08/02/14
Crabtree, Eric T.	Office Support Rep 3	New Hire	08/16/14
Stuart, Natalie Britt	Office Support Rep 3	Rehire	08/16/14
Pickney, Samantha R.	Office Support Rep 3	New Hire	08/16/14

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

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Morgan, Freddy D.	Electrical Inspector 1	Resignation	Codes Admin.	07/18/14
Epps, Jasmine M.	Emer Telecommunications Off 1	Dismissal	ECC	08/15/14
Moore, Shelia E.	Emer Telecommunications Off 1	Dismissal	ECC	07/23/14
Potters, Kimberly R.	Emer Telecommunications Off 1	Dismissal	ECC	07/23/14
Uniejewski, Christine K.	Emer Telecommunications Off 1	Dismissal	ECC	08/15/14
Newman, Leah E.	Emer Telecommunications Off 4	Resignation	ECC	08/07/14
Woods II, James M.	Finance Officer 3	Resignation	Finance	08/12/14
Harris-Carrethers, Alisha	Human Resources Analyst 3	Resignation	Human Resources	07/31/14
Myers, John W.	Program Specialist 1	Resignation	ITS	07/20/14
Adgent, Timothy L.	Court Administrator	Pension	Juvenile Court	08/08/14
McClain II, Leon C.	Maintenance & Repair Worker 1	Dismissal	Parks	07/30/14
Woodhouse, Perre L.	Maintenance & Repair Worker 3	Resignation	Parks	07/22/14
Skinner, Rebecca A.	Office Support Specialist 1	Resignation	Parks	07/17/14
Cox, Brittany J.	Recreation Leader	Resignation	Parks	07/31/14
Dyer, William K.	Police Captain	Pension	Police	07/16/14

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Summers, Donald G.	Police Crisis Counselor 2	Pension	Police	08/01/14
Watkins IV, Curtis V.	Police Lieutenant	Resignation	Police	07/25/14
Brown, Robert H.	Police Officer 2	Pension	Police	07/21/14
Cox, Clifford K.	Police Officer 2	Resignation	Police	08/12/14
Godlewski, Carl M.	Police Officer 2	Resignation	Police	08/05/14
Laymance, Kimberly Houghton	Police Officer 2	Pension	Police	08/15/14
Lee, Gregory G.	Police Officer 2	Pension	Police	08/01/14
Silvers, Nathan R.	Police Officer 2	Resignation	Police	07/16/14
Tripp, Constance H.	Police Operations Assistant 2	Resignation	Police	07/31/14
Petre Jr, James A.	Police Operations Assistant 3	Pension	Police	07/16/14
Woods, David M.	Police Sergeant	Pension	Police	07/31/14
Jackson, Thomas A.	Technical Specialist 2	Resignation	Police	07/22/14
Russell, Jeffrey A.	Circulation Assistant 1	Deceased	Public Library	08/14/14
Page, Samuel A.	Custodian 1	Pension	Public Library	07/25/14
Wahl, Jessica L.	Library Associate 1	Resignation	Public Library	08/09/14
Carpenter, Cheryl A.	Library Manager 3	Pension	Public Library	08/15/14
Hungate, Lisa S.	Program Spec 1	Resignation	Public Library	07/31/14
McKinnie, Evelyn A.	Property Guard 2	Resignation	Public Library	07/31/14
Plumb, Jeffrey A.	Equipment Operator 2	Resignation	Public Works	08/15/14
Ragland Jr, Marty L.	Equipment Operator 2	Resignation	Public Works	08/14/14
Adams, Donald W.	Equipment Operator 3	Pension	Public Works	07/31/14
Garvin, Jeffery A.	Equipment Operator 3	Resignation	Public Works	08/15/14
Vardaman, George T.	Maintenance & Repair Worker 1	Pension	Public Works	07/31/14
Wade, Andre O.	Maintenance & Repair Worker 1	Resignation	Public Works	07/28/14
Scott, Michael B.	Maintenance & Repair Worker 2	Resignation	Public Works	08/05/14
Balko, Alan J.	Correctional Officer 1	Resignation	Sheriff	08/04/14
Epps, Antonio C.	Correctional Officer 1	Resignation	Sheriff	08/01/14
Lamay, Tresa J.	Correctional Officer 1	Dismissal	Sheriff	07/22/14
Romine, Cynthia L.	Correctional Officer 1	Resignation	Sheriff	07/31/14
Evans, Joshua R.	Correctional Officer 2	Resignation	Sheriff	07/21/14
Toney, Keith L.	Customer Svc Field Rep 2	Resignation	Water Services	08/01/14
Bessire, Maurice E.	Industrial Mechanic 1	Pension	Water Services	08/12/14
Buckner, Leslie P.	Water Maintenance Leader 2	Resignation	Water Services	08/08/14

**MOTION:** *After some discussion, Commissioner Sanders moved to accept the Termination/Pension report for dates and reasons stated. Seconded by Commissioner North 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>
CAD/GIS Analyst 1	Planning Comm	77	Open	8/6/2014	E
Program Specialist 3	Social Services	2	Dept	8/7/2014	E
Information Systems Advisor 2	ITS	45	Open	8/7/2014	E
Property Guard 2	Library	151	Open	8/8/2014	E A
Human Resources Assistant	Police	10	Dept	8/8/2014	E
Finance Administrator - iProcurement	Finance	2	Dept	8/11/2014	E
Finance Officer 3 - Procurement	Finance	1	Dept	8/11/2014	E
Information Systems Advisor 2	ITS	8	Open	8/12/2014	E
Office Support Representative	Water	462	Open	8/13/2014	E

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ABOLISH</u>
Metropolitan Treasurer	Finance	1	Dept	8/14/2014	E
Program Specialist 1	Arts Commission	40	Open	8/15/2014	E
Police Operations Supervisor	Police	3	Dept	8/15/2014	E
Program Manager 2	Juvenile Court	101	Open	8/20/2014	E
Equipment & Supply Clerk	Police	2	Dept	8/21/2014	A
Planning Technician 2	Planning Comm	61	Open	8/21/2014	A
Police Operations Coordinator 2	Police	2	Dept	8/21/2014	A
IS Operations Technician 2	ITS	34	Open	8/22/2014	E
Museum Specialist 2	Parks	83	Open	8/26/2014	A
Infor Systems Operation Analyst 1	ITS	81	Open	8/27/2014	A
Equipment Servicer	General Services	14	Open	8/28/2014	E
Automotive Mechanic	General Services	14	Open	8/28/2014	E
Library Associate	Library	135	Open	8/28/2014	E
Administrative Assistant	Police	14	Dept	8/29/2014	E

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

DEPARTMENTAL ITEMSARTS COMMISSION

(1: **Executive Director, Jennifer Cole, requested approval to Hire Above Base Ms. Kana K. Gaines, SR06, Step 6, effective September 1, 2014.**

Ms. Cole said Ms. Gaines works in a granted funded position and is proficient in both Spanish and Portuguese languages. It is anticipated she will help the growing population in the community and reach candidates. Ms. Gaines has worked part time in this position with the Metro Arts Commission since November, 2013. She has a Master's Degree in English and a Bachelor's Degree in English/Spanish as well as experience as a Spanish teacher and Arts Facilitator.

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

POLICE

( 2: **Chief Steven Anderson, represented by Sue Bibb, requested approval to extend Out of Class Pay beyond 100 days for Ms. Ann Talbot.**

Ms. Bibb said the position of Director for the Police Department's Crime Lab was vacated not long ago. The duties were then assigned to Ms. Talbot who has been working out of class in a higher classification. She will reach the 100 Day limit on September 10, 2014. The intent is to post and fill the position as soon as possible.

**MOTION:** *After some discussion, Commissioner Sanders 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:

**( 3: Appeal Disqualification on Medical Waiver for the following Correctional Officer 1 Applicant – JH.**

**Applicant -JH** was disqualified as a Correctional Officer 1 due to his failure to pass a required physical examination administered by the Medical Examiner Dr. Susan Warner. She provides information and states the applicant has a hearing loss at all frequencies in the right ear. The job function requires normal hearing, in order to differentiate sounds, localize the respond to potential threats of inmates. Unilateral hearing will be a safety hazard to the employee and other inmates.

Dr. Warner said due to the hearing deficit, she was unable to support a medical waiver for the applicant's hearing. The applicant cannot use a hearing aid due to the congenital deformity of the ear canal on the right side. Applicant JH was present before the Commission to discuss his condition.

***MOTION: After some discussion, Commissioner Sanders moved for denial of the applicant's request for a medical waiver. Commissioner North and the Commission approved without objection.***

**( 4: Appeal Disqualification on Medical Waiver for the following POT Applicants:**

**Applicant A– JE** was disqualified as a Police Officer Trainee due to his failure to pass a required physical examination administered by the Medical Examiner Dr. Susan Warner. She provides information regarding color blind AR 40-501, 2-13F.

Dr. Warner said the applicant had two Farnsworth's tests performed at OHWC on 7/30/14 by different nurses trained in the administration of the test. Both tests resulted in findings of color blindness and noted he was not able to distinguish colored street lights, vehicles, license plates and clothing, which would diminish effectiveness in the Police duties. She was unable to support a medical waiver for the applicant's color vision deficiency. Applicant A was present to discuss his condition.

***MOTION: After some discussion, Commissioner Sanders moved for denial of the applicant's request for a medical waiver. Commissioner North and the Commission approved without objection.***

**Applicant B– WO** was disqualified as a Police Officer Trainee due to his failure to pass a required physical examination administered by the Medical Examiner Dr. Susan Warner. She provides information regarding Seizure disorder AR 40-501 2-26J.

Dr. Warner said the applicant has been released by the neurologist to drive and has been eight (8) months seizure free on medications. There is normalcy in the EEG and MRI of the brain. The applicant's seizures are expected to be controlled with continued medication. She supported a medical waiver for the applicant. Applicant A was present to discuss his condition. Police Department's HR Manager Sue Bibb said the department has a concern with police officers who could possibly have seizures that drive or carry a weapon.

***MOTION: After much discussion on applicant B's condition, Commissioner Sanders moved for denial of the applicant's request for a medical waiver. Commissioner North and the Commission approved without objection.***



**Applicant C- MN** was disqualified as a Police Officer Trainee due to his failure to pass a required physical examination administered by the Medical Examiner Dr. Susan Warner. She provides information regarding Hearing Loss; AR 40-501 2-7C (2).

Dr. Warner said the applicant came before the Commission a few months back and was told if he could correct the problem he would be invited back to try again. Applicant MN has done so and wears a well-fitted bilat hearing aid which corrects the hearing problem. She supported a medical waiver for the applicant. Applicant MN was present to discuss his condition.

***MOTION: After much discussion on applicant C's condition, Commissioner Sanders moved for approval of the applicant's request for a medical waiver. Commissioner North and the Commission approved without objection.***

**( 5: Amend Pay Plan to Re-establish the classification of the Veterans Services Officer position**

Mr. Lyons said the position of the Veterans Service Officer position has not been in the pay plan since 1987. There is a need to re-establish the classification and amend the pay plan.

***ACTION: This was for a report and will be discussed and voted on at the Special Called Meeting following the regular meeting today.***

**( 6: Salary Recommendations for Mayor, Vice-Mayor and Council Members**

John Kennedy said at the last meeting there were salary recommendations listed for Mayor, Vice Mayor and Council. In that meeting, the Commission asked for additional information regarding the salaries of department heads and other high ranking employees affiliated with Metro, feedback from other organizations regarding the salaries, data on how the average employee fared since 2003 compared to inflation (CPI) and information regarding council medical benefits after term of office ends.

During discussion of the additional information provided by HR, the Commission noted that the proposed salary for Mayor, \$176,000 was still below the highest department head. In addition, the Chamber of Commerce had offered the opinion that the proposed salary was low compared to CEO's of other organizations. During discussions, the chair proposed that the salary for Mayor could be increased to \$180,000.00 to overcome those concerns. Mr. Kennedy noted all salaries would not officially take effect until after the next Mayoral race in 2015.

***MOTION: After some discussion, Commissioner North moved to approve the salary recommendation for the Mayor to \$180,000.00. Seconded by Commissioner Sanders and the Commission approved without objection.***

Mr. Kennedy stated the position for Vice Mayor and Council would also need to be increased. The amount listed for the Vice-Mayor was \$22,500 and \$20,600 for Metro Council. Those salaries will not be in effect until after the next Mayoral race in 2015.

***MOTION: After some discussion, Commissioner Sanders moved to approve the Vice-Mayor's salary to \$22,500.00 and the Council's to \$20,600.00. Seconded by Commissioner North and the Commission approved without objection.***



**( 7: Compensation Philosophy**

Mr. Kennedy said as part of the compensation study, Deloitte thought it would be good to have a compensation philosophy with a set of guiding principles explaining an organization's goal for its compensation program. Those highlights include: (1) Metro's compensation program flexibility, responsiveness and support for managers and employees; (2) The compensation program include cash pay and comprehensive benefits (includes health and welfare, work-life, recognitions and development opportunities; (3) Metro will strive to give pay raises that are comparable to what other employers give, to get employees to a market rate in a timely period; (4) Once an employee reaches market-level pay, additional raises will be based on a combination of employee performance and ensure continued market competitiveness; (5) Labor market used for comparison will be appropriate for the type of work being performed and (6) funding of employee raises will be applied in a fair and internally consistent manner regardless of the method of pay raise given (i.e. steps vs. open range). Due to the absence of two members, Chairman Farmer asked that discussion be deferred to a later meeting.

**ACTION:** *This was for a report only.*

**( 8: Request approval to conduct a Benefit Board Election for the Police Department Representative**

Human Resources Analyst Seth Waltenbaugh said the Human Resources Department will be conducting an election for the position of Police Department representative for the Benefit Board . The representative who is elected will served a three year term in the position currently held by incumbent William Todd Henry. A copy of the schedule lists the election plan beginning in September and ending November 18, 2014. Certification and election results will be presented in December and the elected representative to take office in January, 2015.

**ACTION:** *This was for a report only.*

**( 9: Review Updated ALJ Calendar / Hearings**

An appeals calendar was presented to the Commission showing new hearing dates and Initial Orders that will be coming before the Commission in the near future. Chairman Farmer thanked the department for their continued efforts to keep the Commission informed and aware of changes regarding employee appeals that are submitted to Human Resources and the State Administrative Procedures Division. The ALJ calendar will be provided each month as changes occur.

**ACTION:** *This was for a report only.*

**( 10 : Human Resources Updates**

Director Veronica Frazier said the new Metro IOD clinic located on 21<sup>st</sup> Avenue North recently opened to give employees the best care possible and get them back to work in good health. Also, the Benefit Board will be working with Open Enrollment for all Metro employees which will include Domestic Partner enrollment as well.

Chairman Farmer asked Human Resources Department to check and see if the IOD's are tracked to medical waivers. Ms. Frazier said she would look into it.

**ACTION:** *This was for a report only.*

**( 11 : Communiqués from the public on pending hearings**

**ACTION: None**

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

**ATTEST:**

**APPROVED:**

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**Veronica T. Frazier, Director  
Secretary to the Commission**

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**William H. Farmer, Chairman  
Civil Service Commission**