



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

August 11, 2015

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 Corbitt, C. Michael Allen, D. Billye Sanders and Jo Ann North.

MEMBERS ABSENT: None

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 to the **July 14, 2015 meeting.** Vice-Chairman Corbitt moved to accept the regular minutes. Seconded by Commissioner Allen.

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>ARTS COMMISSION</u>			
Tribble, Cecilia C. Olusola	Administrative Services Officer 1	New Hire	07/15/15
<u>CODES ADMINISTRATION</u>			
*Michael, Jonathan P.	Special Assistant to Director	Dept. Transfer / Transition – Civil Service	07/20/15
*Department Transfer from Law (Attorney 2, SR14) to Codes (Special Assistant to Director, SR13)			
<u>FINANCE</u>			
*Binkley, Julia R.	Application Tech 1	Voluntary Reduction In Grade	07/09/15
Lovison, Samuel R.	Finance Officer 2	New Hire	07/20/15
*Voluntary Reduction In Grade from Application Tech 2 (SR8) to Application Tech 1 (SR7)			
<u>HUMAN RESOURCES</u>			
*Taylor, Michael D.	Human Resources Manager	Department Transfer	07/06/15
*Department Transfer from Public Works to Human Resources			
<u>INFORMATION TECHNOLOGY SERVICE</u>			
Cottle, Joseph S.	Info Systems Oper Analyst 2	Promotion	7/18/15
Holland, Codey L.	Info Systems Oper Analyst 2	Promotion	7/18/15
Ingram, Angela K.	Info Systems Oper Analyst 2	Promotion	7/18/15
<u>PARKS</u>			
Craighead, Vickie D.	Facilities Manager	Promotion	07/17/15
Floyd, Thomas C.	Facilities Manager	Promotion	07/17/15
Magness, Lindsey L.	Facilities Manager	Promotion	07/17/15
Neloms, Stevon D.	Facilities Manager	Promotion	07/17/15
*Westmoreland, Jackie L.	Maintenance & Repair Worker 1	Transition - Civil Service	07/17/15
*Denton, Parrish L.	Maintenance & Repair Worker 2	Transition - Civil Service	07/17/15
*Hall, Kelly K.	Maintenance & Repair Worker 2	Transition - Civil Service	07/17/15
Taylor, Richard V.	Parks & Recreation Assistant Dir.	Promotion	07/17/15

*Transition to Civil Service from seasonal status

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
Corman, David B.	Police Captain	Promotion	07/01/15
*Crutcher, Adam D.	Police Officer 2	Class Change	06/19/15
Fox, Justin B.	Police Officer 2	Re-Employment	07/01/15
Petlewski, Eric R.	Police Officer 2	Re-Employment	07/01/15
Demeke, Yeshimebeat A.	Police Operations Assistant 1	New Hire	07/01/15
Lawrence, Lori L.	Police Operations Assistant 1	New Hire	07/01/15

*Class Change from Police Officer 1 to Police Officer 2

PUBLIC LIBRARY

Limniatis, Christiana	Library Associate 1	New Hire	07/05/15
Smethers, Paul E.	Library Associate 1	Promotion	07/19/15
Pegues, Conrad R.	Library Manager 1	New Hire	07/05/15
*Rhodes, April D.	Office Support Rep 3	Transition - Civil Service	07/05/15
Sain, Valerie P.	Office Support Rep 3	New Hire	07/19/15
Stephenson, Heather N.	Office Support Rep 3	Promotion	07/20/15
Yadlosky, Kyle M.	Office Support Rep 3	New Hire	07/19/15
^Williams, Amber M.	Program Coordinator	Transition - Civil Service	07/19/15
Stone, Rebecca J.	Program Supervisor	New Hire	07/19/15
Fann, Charles J.	Security Officer Coordinator	Promotion	07/05/15

*Transition to Civil Service (Office Support Rep 3) from Part Time status (Library Page)

^Transition to Civil Service from Grant Funded position

PUBLIC WORKS

Bessire, Frank A.	Equipment Operator 3	Promotion	07/20/15
Drake, Joshua K.	Equipment Operator 3	Promotion	07/20/15
Pionke, Wayne T.	Equipment Operator 3	New Hire	07/21/15
*Boddie, Charles J.	Human Resources Admin	Dept. Transfer / Class Change	07/06/15
Waller, Tyler S.	Maintenance & Repair Worker 1	Re-Hire	07/20/15
Mercer, Anthony M.	Sanitation Worker	New Hire	07/21/15

*Department Transfer from Water (Training Coordinator, SR13) to Public Works (HR Admin, SR13)

SHERIFF

Baker, James D.	Correctional Officer 1	New Hire	07/01/15
Blankenship, Zachary N.	Correctional Officer 1	New Hire	07/01/15
Buckner II, David A.	Correctional Officer 1	New Hire	07/01/15
Burton, James D.	Correctional Officer 1	New Hire	07/01/15
Comilla, Angelina M.	Correctional Officer 1	New Hire	07/01/15
Daniels, Brandi M.	Correctional Officer 1	New Hire	07/01/15
Davis, Jonathan M.	Correctional Officer 1	New Hire	07/01/15
Davis, Katie E.	Correctional Officer 1	New Hire	07/01/15

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Douglas, Harriet Y.	Correctional Officer 1	New Hire	07/01/15
Dozier, Rashinda L.	Correctional Officer 1	New Hire	07/01/15
Ghulam, Danielle S.	Correctional Officer 1	New Hire	07/01/15
Gibbs, Patrick W.	Correctional Officer 1	New Hire	07/01/15
Graham, Delba Q.	Correctional Officer 1	New Hire	07/01/15
Grimes Jr, Terry E.	Correctional Officer 1	New Hire	07/01/15
Hairston, Lynette D.	Correctional Officer 1	New Hire	07/01/15
Higgins, Emile L.	Correctional Officer 1	Re-Hire	07/01/15
Hughes, Christopher E.	Correctional Officer 1	New Hire	07/01/15
Hutchison, Zachary B.	Correctional Officer 1	New Hire	07/01/15
Lamb, Rachel M.	Correctional Officer 1	New Hire	07/01/15
Lawson, Christopher J.	Correctional Officer 1	New Hire	07/01/15
Martinez, Michael	Correctional Officer 1	New Hire	07/01/15
Matthews, Philese D.	Correctional Officer 1	New Hire	07/01/15
Metzinger, Michael J.	Correctional Officer 1	New Hire	07/01/15
Meza, Robert C.	Correctional Officer 1	New Hire	07/01/15
Moss, Michael B.	Correctional Officer 1	New Hire	07/01/15
Paul, Wintrust R.	Correctional Officer 1	New Hire	07/01/15
Ridgeway, Heather R.	Correctional Officer 1	Re-Hire	07/01/15
Segarra, Emilio	Correctional Officer 1	New Hire	07/01/15
Smith, Annalisa N.	Correctional Officer 1	Re-Hire	07/01/15
Statler, Jason M.	Correctional Officer 1	New Hire	07/01/15
Thomas, Kenita R.	Correctional Officer 1	New Hire	07/01/15
Tuggle, Tanese M.	Correctional Officer 1	New Hire	07/01/15
Whaley, Jordan R.	Correctional Officer 1	New Hire	07/01/15
White, Ryan N.	Correctional Officer 1	New Hire	07/01/15
Williams Iv, James P.	Correctional Officer 1	New Hire	07/01/15
Womack, Xavier L.	Correctional Officer 1	New Hire	07/01/15
Howard, Rodney D.	Correctional Officer 2	Promotion	07/26/15
MacPherson, Gwendolyn S.	Correctional Officer 2	Promotion	07/26/15
Rodgers, Gary L.	Correctional Officer Lt.	Promotion	07/01/15
Rickman, Christopher D.	Correctional Officer Sergeant	Promotion	07/26/15

SOCIAL SERVICES

Ricketts, Phuong N.	Finance Manager	Department Transfer/Promotion	07/20/15
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*Department Transfer from Human Resources (Finance Officer 3, SR12) to Social Services (Finance Manager, SR14)

WATER SERVICES

O'Brien, Paul J.	Equipment Operator 2	New Hire	07/18/15
Lincoln, Alton R.	Industrial Electrician 1	New Hire	07/04/15
*Graves, Gene H.	Info Systems App Analyst 3	Dept. Transfer / Vol. Reduction In Grade	07/04/15
Haywood Jr, Marvin E.	Info Systems App Analyst 3	New Hire	07/04/15
Humel, Annette O.	Info Systems App Analyst 3	New Hire	07/18/15
^Quin II, Kevin J.	Info Systems App Analyst 3	Dept. Transfer / Class Change	07/04/15
**Bates, Thomas J.	Treatment Plant Tech 3	Demotion	07/04/15

*Department Transfer from ITS (IS Advisor 1, SR13) to Water (IS Application Analyst 3, SR12)

^Department Transfer from ITS (IS Operations Analyst 3, SR12) to Water (IS App Analyst 3, SR12)

**Demotion from Treatment Plant Shift Operator (TS9) to Treatment Plant Tech 3 (TL11)

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

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Gaines, Kana K.	Program Specialist 1	Resignation	Arts Commission	07/02/15
Robinson, Deborah J.	Finance Officer 1	Resignation	Finance	07/08/15
Browning, Jason S.	Fire Fighter 2	Dismissal	Fire	07/14/15
Parks, Richard E.	Fire Fighter 2	Pension	Fire	07/02/15
Rhodes Sr., Clevelt	Fire Fighter 2	Pension	Fire	07/12/15
Herring, Kenneth H.	Equipment Mechanic Leader	Pension	General Services	07/17/15
Gable, Willie L.	Master Tech	Pension	General Services	06/26/15
Moseley, Jerry F.	Master Tech	Pension	General Services	06/26/15
Lawson, Dennis D.	Human Resources Analyst 3	Pension	Human Resources	07/15/15
Hirsch, Terry L.	Info Systems Media Tech 1	Resignation	ITS	07/07/15
Kimble, Robert D.	Information Systems Advisor 1	Resignation	ITS	07/17/15
Trotter, James T.	Maintenance & Repair Worker 2	Pension	Parks	07/01/15
Franks, Valencia R.	Program Coordinator	Resignation	Parks	07/06/15
Howell, Joseph L.	Program Coordinator	Resignation	Parks	07/10/15
Benton, Tranisha D.	Recreation Leader	Resignation	Parks	07/02/15
Ruth, Samuel D.	Police Officer 2	Resignation	Police	07/15/15
Nidiffer, Jeffrey B.	Police Officer 2-Fld Trng Officer	Pension	Police	07/08/15
Brothers, Rachel N.	Police Operations Assistant 2	Resignation	Police	07/03/15
Simmons, Amy D.	Police Operations Coordinator 1	Resignation	Police	07/15/15
Colson, Diane M.	Librarian 1	Resignation	Public Library	07/11/15
Harris, Chandler P.	Maintenance & Repair Worker 1	Deceased	Public Works	07/15/15
Jones Jr, Johnny W.	Sanitation Worker	Resignation	Public Works	07/17/15
Smith Jr, David W.	Correctional Officer 1	Resignation	Sheriff	06/20/15
Krzan, Joseph P.	Correctional Officer 1	Resignation	Sheriff	07/16/15
Martorana, James B.	Correctional Officer 1	Resignation	Sheriff	07/07/15
Hamilton, Melissa E.	Correctional Officer 1	Resignation	Sheriff	07/10/15
Craft, Jonathan W.	Correctional Officer 1	Resignation	Sheriff	07/02/15
Themm, Jason J.	Correctional Officer 1	Resignation	Sheriff	06/27/15
Fletcher Jr, Reuben	Correctional Officer 2	Pension	Sheriff	06/26/15
Roseberry, William E.	Correctional Officer 2	Pension	Sheriff	07/14/15
Byrd III, Jack K.	Correctional Officer 2	Dismissal	Sheriff	07/02/15
Allgood, Christopher D.	Correctional Officer Lt.	Pension	Sheriff	07/03/15
Valentin, Taylor R.	Social Worker 2	Resignation	Social Services	07/10/15
Nipper, Benjamin N.	Equipment Operator 2	Resignation	Water Services	06/26/15
Shelton, Kenneth G.	Equipment Operator 2	Resignation	Water Services	07/10/15
Mayes, Carol V.	Office Support Rep 3	Resignation	Water Services	07/03/15
Garner, Michael A.	Treatment Plant Tech 1	Resignation	Water Services	06/28/15

MOTION: After some discussion, Vice-Chairman Corbitt 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>
Maintenance & Repair Worker 3	Parks	15	Open	07/01/2015	A
Library Manager 1	Library	37	Open	07/01/2015	E
Maintenance & Repair Leader 2	Public Works	6	Dept.	07/05/2015	E
Internal Auditor	Internal Audit	9	Open	07/07/2015	A
Water Maintenance Tech 2 - OHUD	Water	4	Open	07/08/2015	A
Crime Scene Tech 1	Police	220	Open	07/08/2015	A
Special Assistant to the Director	Codes Admin	74	Open	07/09/2015	E
Maintenance & Repair Worker 1	Public Works	14	Cont.	07/09/2015	E
Finance Manager	Social Services	41	Open	07/13/2015	E
Emerg. Communications Center Director	ECC	4	Metro-wide / Promo	07/13/15	E
IS Operations Analyst 1*	ITS	4	Dept.	07/15/15	E
Application Technician 2	General Services	48	Open	07/16/15	E
Maintenance & Repair Worker 2 - Golf	Parks	4	Open	07/16/15	A
Treatment Plant Technician 1	Water	238	Open	07/16/15	A
(A) Water Quality Analyst 3 - QA/QC	Water	6	Dept.	07/20/15	E
(B) Water Quality Analyst 3-Wet Chemistry	Water	6	Dept.	07/20/15	E
Engineer 2 - Stormwater	Water	4	Open	07/20/15	E
IS Advisor 2 - VM Administrator	ITS	1	Dept.	07/21/15	E
Administrative Assistant - PW	Public Works	123	Open	07/21/15	A
IS Division Manager - Water	Water	31	Open	07/23/15	E
Office Support Specialist 2	Water	571	Open	07/23/15	A
Office Support Specialist 2 - Water HR	Water	304	Open	07/23/15	A
Compliance Inspector 3 - PW	Public Works	4	Dept.	07/24/15	E
Finance Officer 2 - Budgets	Finance	71	Cont.	07/24/15	E
Maintenance & Repair Wkr 2 - Grounds	Parks	39	Open	07/24/15	A
Finance Officer 1 - Procurement	Finance	104	Open	07/24/15	E
Maintenance & Repair Wkr 1 - Grounds	Parks	68	Open	07/27/15	E
Mechanical Gas Inspector 1	Codes Admin	16	Cont.	07/29/15	E
IS Assistant Director - Emp Account Care	ITS	1	Dept.	07/29/15	E
Equipment Servicer	General Services	10	Open	07/29/15	E
Equipment Operator 3 - Special Oper	Public Works	32	Open	07/30/15	A
Parks & Recreation Superintendent	Parks	2	Dept.	07/30/15	A
Customer Service Field Rep 1	Public Works	69	Open	07/30/15	A
Professional Specialist - Human Relations	Human Relations	76	Open	07/30/15	E

* A Department Only register created from an existing Open Competitive register

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

DEPARTMENTAL ITEM**POLICE****(1: Request from Police Chief Steve Anderson for Open Range Adjustment for three Deputy Police Chiefs.**

Chief Anderson said the request is for the following Deputy Police Chiefs:

William T. Henry
Damien Huggins
Brian Johnson

The increase in salary from \$123,203 to \$138,00.00 is due to the position with the scope of duties and the impact of actions. All three individuals collectively supervise more than 1,900 employees and are responsible for public safety in Nashville. Each have more than four (4) years of experience meeting these challenges and have performed in an exemplary manner. Chief Anderson went on to say that while each deputy chiefs are responsible for several commands, there is an annual salary difference of slightly more than \$5,000 between deputy chiefs, captain and commanders. Employees need to know they are compensated proportionate to the responsibilities and how they are carried out. Each of these men invests their time and expertise in an exemplary manner and should be compensated accordingly.

Chairman Farmer thanked Police Chief Anderson for the way his department and men handled the shooting incident at the Hickory Hollow Theater in Antioch, TN on August 7, 2015.

MOTION: After some discussion, Commissioner Sanders moved to approve the Open Range Adjustment for the Police Chief's listed above. Seconded by Vice-Chairman Corbitt 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 Wavier to Extend IOD Time in accordance with Civil Service Rule 4.8 D – Period of Compensation

Mr. Steve Cain along with Police Officer Steven Jones were present before the Commission to request an additional 130 days of IOD. Officer Jones stated he was to see his doctor the next day and did not know if his physician would release him early. He needed the time to make sure the healing process was complete.

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

(3: Request removal of "Ban the Box" question on applications regarding criminal conviction

HR Manager Michael Taylor was present before the Commission along with Democracy Nashville attendees Andrew Krinks and Dr. Sekou Franklin.

Dr. Franklin said the request that is before the Commission is to remove the box listed on applications that asks if an applicant has ever been convicted of a crime. He went on to say that individuals who have been arrested and incarcerated have little chance being considered for a position anywhere. It was also noted that the matter has been before Metro Council back in April 2012 but no proposal were made. The request asks that Nashville and Metropolitan Government establish a fair chance be given to the policy proposal and "Ban the Box". If implemented, the removal of the box from the application would give a chance to the applicant at the first stages of filing for a position. Mr. Andrews said as the policy has been implemented in other states, it has been beneficial to the individual who was incarcerated and to their families by allowing them to give back to the community/economy.

Chairman Farmer said information regarding this matter was brought to the Commission a few years ago. He would like to review what was said at that meeting. He noted there was a Charter revision commission that was appointed by the Mayor and approved by Council that was placed on a referendum but failed due to voters turning it down. Then Democracy Nashville did their own referendum which failed due to qualified voter signatures. There is also Council action taking place with a lot of activity around this issue. Chairman Farmer went on to say there were a couple of other things he wanted to review.

In essences what is asked of the Commission would involve a rule change that would require a public hearing. He then said he would like to hear from the Department Heads about the policy. Chairman Farmer said, Police and Fire, as he understood, are not covered by it but would still like to hear their opinion. He said the matter needs to be deferred until further information is reviewed by the Commission.

ACTION: *This matter was deferred until the regular meeting in September.*

(4: Administrative Law Judge Hearing Calendar

Chairman Farmer again thanked Ms. Sorrow for maintaining the Administrative Law Judges hearings. He was informed that the calendar is updated with a copy being sent to the Judges on a monthly basis .

ACTION: *This was for a report only.*

(5: Human Resources Updates

HR Director Veronica Frazier said the department and staff is working hard to provide support to the MECCC Campaign.

(6: Communiqués from the public on pending hearings

There were none.

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

With nothing further, the regular meeting adjourned at 9:15 a.m.

ATTEST:

APPROVED:

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

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