

# **MINUTES**

## **METROPOLITAN CIVIL SERVICE COMMISSION**

### **PUBLIC HEARING FOR REVISIONS TO THE CIVIL SERVICE RULES**

**MAY 10, 2016**

The Metropolitan Civil Service Commission met for a Public Hearing on May 10, 2016 in the Howard Office Building – Sonny West Room, 700 2<sup>nd</sup> Ave S, Nashville, Tennessee, 37210, at approximately 9:07 a.m.

**Commission Members present:** Chairman William H. Farmer, Vice-Chairman R. Steve Corbitt, D. Billye Sanders, Jo Ann North, and Ethan Link

**Members Not Present:** None

**Other Members present:** Ms. Veronica T. Frazier, Director of Human Resources – Secretary to the Commission and Ms. Nicki Eke, Metro Legal Department – Attorney to the Commission

Chairman Farmer called the meeting to order. Human Resources Manager Stephen Cain and Human Resources Analyst Patrick Kennedy were present before the Commission to discuss the rule revisions.

Human Resources Manager Cain noted, as part of the implementation of the updated Metro Pay Plan, some current Civil Service Rules require cleanup or revision. These revisions have been reviewed and approved by the Metropolitan Legal Department and Director of Human Resources.

#### **Section 2.10 – Interviewing and Selection for Appointment**

Remove references to previously used (SR) salary grade code.

#### **Section 4.5 – Holidays**

Add Veterans Day as a Metro Holiday.

#### **Section 5.6 – Promotion, Upgrades, Demotion, and Reclassification – C. Demotion**

Combine two sentences for clarification of pay for voluntary demotions.

#### **Section 5.7 – Special Pay Provisions A. Overtime Pay F. Holiday Pay**

A. Overtime Pay - Explain that hourly rate is calculated off 2080 hours.

F. Holiday Pay – Simplify the language for pay rate and remove floating holiday for Sheriff's Office employees.

#### **Section 5.9 – Working in a Higher Classification – When Pay Begins**

Remove specific mention of previously used (SR, PS, and CO) salary grade codes.

#### **Salary Grade Equivalents Chart**

Update new salary grade codes and revise chart to match new pay plan.

#### **Section 7.15 – Court and Official Appearances**

Change reference to previously used salary grade code SR to new salary grade code ST.

#### **Section 9.5 – Davidson County Sheriff's Office Special Provisions – 9.5 Holiday Time**

Remove section 9.5 referencing floating holidays and renumber sections.

In addition to changes relevant to the Pay Plan, these rule changes also add Veterans Day to the Metro holidays, as requested by Mayor Barry. Human Resources requests that these changes, if adopted, take effect on July 1, 2016, coincident with the FY 2017 Pay Plan taking effect.

Chairman Farmer acknowledged the Mayor's Chief of Staff Debby Dale Mason, Councilman Bill Pridemore, and Colonel Don Deering, who were in attendance supporting the Veterans Day holiday. He then asked if there was anyone who would like to be heard on these rule changes.

With no additional questions raised by the Commission or comments from the public, the meeting adjourned at 9:16 a.m.

**ATTEST:**

**APPROVED:**

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*Ms. Veronica T. Frazier, Director  
Human Resources Department  
Secretary to Civil Service Commission*

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*William H. Farmer, Chairman  
Civil Service Commission*