



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

December 13, 2016

8:30 a.m.

Howard Office Building
Sonny West Room

700 2nd Avenue South
Nashville, Tennessee 37210

█ **MEMBERS PRESENT:** Chairman William H. Farmer, Vice-Chairman R. Steve Corbitt, D. Billye Sanders, Jo Ann North, and Ethan Link.

MEMBERS ABSENT: None

OTHER MEMBERS PRESENT: John Kennedy, Metro Human Resources Interim Director; Nicki Eke, Metro Legal Department Attorney

Chairman Farmer called the meeting to order and asked if there were any corrections or additions to the minutes of the last **Regular Meeting of November 15, 2016.** Hearing none, he asked for a motion. Commissioner North moved to accept the regular minutes. Seconded by Vice-Chairman Corbitt, and 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
ELIGIBILITY REGISTER REPORT
HUMAN RESOURCES ITEMS

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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>BEER BOARD</u>			
*Ford, Kenneth R.	Beer Permit Inspector 1	Department Transfer/Promotion	11/14/16
Darby, Terrence P.	Beer Permit Inspector 3	Promotion	11/01/16
Welch, Julie H.	Office Support Specialist 2	Promotion	11/01/16

*Department Transfer from Public Works (M&R Worker, TG5) to Beer Board (Beer Permit Insp 1, ST8)

CODES ADMINISTRATION

*Dennis, James L.	Building Inspector 1	Class Change/Lateral	11/21/16
Lifsey, Randall C.	Mech/Gas Inspector 1	Re-hire	10/31/16
^Hardrick, Darrell L.	Property Stan Insp 1	Department Transfer/Promotion	11/07/16
Osborn, Robert S.	Property Stan Insp 1	Promotion	11/21/16

*Class Change from Mechanical/Gas Insp 1 to Building Inspector 1

^Department Transfer from Beer Board (Beer Permit Insp, ST8) to Codes (Property Stan Insp 1, ST9)

EMERGENCY COMMUNICATION CENTER

Curby, Stephanie N.	Emer Telecommunications Off 1	New Hire	11/07/16
Dodson, Sara M.	Emer Telecommunications Off 1	Re-hire	11/07/16
Ezernack, Jaime L.	Emer Telecommunications Off 1	Re-hire	11/07/16
Henderson, Ciara J.	Emer Telecommunications Off 1	New Hire	11/07/16
Ragland, Andria L.	Emer Telecommunications Off 1	New Hire	11/07/16
*Thomas, Bryan S.	Emer Telecommunications Off 1	Department Transfer/Class change	11/07/16
Williams, Jesse L.	Emer Telecommunications Off 1	New Hire	11/07/16

*Department Transfer from Public Works (M&R Worker, TG5) to ECC (Emergency Telecom Officer 1, ET1)

FINANCE

Shire, John R.	Application Technician 3	New Hire	11/14/16
*Dixson, Maya N.	Office Support Representative 3	Transition - Civil Service	10/31/16
Wall, Bradley D.	Procurement Officer 2	Promotion	11/07/16
Ghee, Scott D.	Procurement Officer 3	Promotion	10/24/16
Hudson II, Flake T.	Procurement Officer 3	Promotion	10/24/16

*Transition to CS from Temporary Status

FIRE

*Goins, Angela R.	Administrative Services Officer 4	Department Transfer/Transition - CS	11/16/16
^^Medley, James C.	Firefighter 2	Return from Pension	10/16/16
^Holland, Codey L.	Info Systems App Analyst 3	Department Transfer/Promotion	10/16/16
**Lopez, Jesus	Paramedic 1	Class Change/Lateral	11/16/16

*Department Transfer from Public Defender (Professional Spec) to Fire (ASO 4)

^^ Return from Pension to same classification

^Department Transfer from ITS (IS Operations Analyst 1, OR3) to Fire (IS App Analyst 3, OR5)

**Class Change from EMT 2, (PF4) to Paramedic 1 (PF4)

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>GENERAL SERVICES</u>			
El Saghir, Afaf M.	Administrative Services Officer 2	New Hire	10/24/16
Curle Jr, Okie J.	Automotive Mechanic	New Hire	11/07/16
<u>HUMAN RESOURCES</u>			
Bullard, Zachary	Application Technician 3	Promotion	11/28/16
Cain, Libby D.	Human Resources Analyst 2	Promotion	11/07/16
DeJesus, David O.	Human Resources Analyst 2	Promotion	11/07/16
Ward, Brian M.	Human Resources Analyst 2	Promotion	11/07/16
<u>INFORMATION TECHNOLOGY SERVICE</u>			
*Davis Jr, Terry	Info Sys Comm Analyst 1	Department Transfer/Promotion	10/31/16
Van Bavel, Michael W.	Info Systems Division Manager	New Hire	11/01/16
Frazer III, Ted	Information Sys Oper Analyst 1	Promotion	11/05/16
Reese, Ayanna G.	Information Sys Oper Analyst 1	Promotion	11/05/16
*Department Transfer from General Services (Radio Tech 2, TG11) to ITS (IS Comm Analyst 1, OR3)			
<u>INTERNAL AUDIT</u>			
Dargbey, Innocent Y.	Internal Auditor - Senior	New Hire	11/07/16
<u>JUVENILE COURT</u>			
^Harris, Frederick E.	Probation Officer 2	Demotion	11/04/16
^Demotion from Probation Officer 3 (OR5) to Probation Officer 2 (OR3)			
<u>PARKS</u>			
Hanifan, Scott C.	Bldg Maint Lead Mechanic	New Hire	10/31/16
Johnson II, Audie S.	Golf Course Manager	Promotion	11/04/16
Campbell, Douglas T.	Maintenance & Repair Leader	Promotion	11/04/16
Johnson, Jamie D.	Maintenance & Repair Leader	Promotion	10/21/16
Karnes, Eric D.	Maintenance & Repair Leader	Promotion	10/21/16
*Russell, Samuel H.	Maintenance & Repair Leader	Department Transfer/Promotion	10/24/16
^Day, Wyatt A.	Maintenance & Repair Worker	Transition - Civil Service	11/01/16
Ross, Jeffrey E.	Maintenance & Repair Worker	New Hire	11/29/16
Kirk, Anthony M.	Maintenance & Repair Worker Sr	New Hire	11/28/16
Lavender, Thomas A.	Maintenance & Repair Worker Sr	Promotion	11/04/16
**McKinley, Jackie L.	Plumber	Department Transfer/Promotion	11/21/16
^Pittman, Barbara S.	Program Coordinator	Demotion	10/21/16
^Campeotto, Michael C.	Recreation Leader	Transition - Civil Service	11/01/16
Flanagan, Sean M.	Recreation Leader	New Hire	11/01/16

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
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PARKS

*Department Transfer from Public Works (Equipment Operator Sr, TG8) to Parks (M&R Leader TL9)

^Transition to CS from Seasonal Status

**Department Transfer from Water (Equipment Operator 2, TG7) to Parks (Plumber, TG11)

^^Demotion from Facility Coordinator (ST11) to Program Coordinator (ST9)

PLANNING COMMISSION

Shartzler, Christine R.	Administrative Services Officer 2	New Hire	11/14/16
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POLICE

Norrick, Chad A.	Administrative Services Officer 3	Promotion	11/16/16
Davidson Jr, Larry W.	Crime Lab Forensic Technician	Promotion	11/16/16
Dradt, Christina	Crime Lab Forensic Technician	Promotion	11/16/16
Haynes, Cara E.	Crime Lab Forensic Technician	Promotion	11/16/16
Howell Jr, Ronald	Crime Lab Forensic Technician	Promotion	11/16/16
McCollum, Adrienne L.	Crime Lab Forensic Technician	Promotion	11/16/16
Smith, Amber P.	Crime Lab Forensic Technician	Promotion	11/16/16
Combs, Stephen Douglas	Helicopter Pilot	New Hire	11/01/16
Lamm, Katie Jean	Helicopter Pilot	New Hire	11/01/16
*Daniels, Dejuan L.	Police Officer 2	Return From Medical Pension	11/16/16
Edwards, Timothy W.	Police Officer 2	Re-Employment	11/16/16
Morris Jr, Robert Lee	Police Operations Assistant 1	New Hire	11/01/16
Reed, Barbara Jean	Police Operations Assistant 1	New Hire	11/16/16
Stokes, Shirley Ann	Police Operations Assistant 1	New Hire	11/01/16
Thompson, Whitney Renee	Police Operations Assistant 1	New Hire	11/01/16
^Anderson, Makeshia L.	Police Operations Coordinator 1	Voluntary Reduction in Salary Grade	11/01/16
Reynolds, Eolanda	Police Operations Coordinator 1	Promotion	11/16/16
^^Smith, Phillip A.	Police Operations Coordinator 1	Voluntary Reduction in Salary Grade	11/16/16
Lawrence, Lori L.	Police Operations Coordinator 2	Promotion	11/16/16
Thompson, Valencia B.	Police Operations Coordinator 2	Promotion	11/16/16
Scantling, Tahandshea N.	Police Operations Supervisor	Promotion	11/16/16

*Return from Pension to same classification

^Voluntary Reduction in Grade from Police Operations Coord 2 (ST8) to Police Operations Coord 1 (ST7)

^^Voluntary Reduction in Grade from Crime Lab Env Tech (ST8) to Police Operations Coord 1 (ST7)

PUBLIC LIBRARY

Eppenger, Cloreace W.	Library Manager 1	Promotion	11/21/16
Atack, Elizabeth J.	Library Manager 2	New Hire	11/06/16
Barney, Allison L.	Library Manager 3	Promotion	11/06/16
Patton, Terence D.	Maintenance & Repair Worker Sr	Promotion	11/20/16
Godbey, Megan L.	Program Coordinator	New Hire	11/06/16

PUBLIC WORKS

Hall, Heather L.	Administrative Services Officer 3	New Hire	11/07/16
Lane, William B.	Equipment Operator	Promotion	10/24/16

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PUBLIC WORKS</u>			
Parrott, Tony R.	Equipment Operator Senior	Promotion	11/21/16
Shadowens, Jason L.	Equipment Operator Senior	Promotion	10/25/16
Frost, Steve A.	Maintenance & Repair Leader	Promotion	11/21/16
Lawson, Russell D.	Maintenance & Repair Leader	Promotion	10/25/16
Gregory, Lee T.	Maintenance & Repair Worker	New Hire	11/21/16
Holt Jr, Edwin T.	Maintenance & Repair Worker	New Hire	11/21/16
Jordan, Jonathan C.	Maintenance & Repair Worker	New Hire	11/07/16
Merrell, Terrace L.	Maintenance & Repair Worker	New Hire	11/07/16
Moore, Jalen C.	Maintenance & Repair Worker	New Hire	11/07/16
Moore, Mark T.	Maintenance & Repair Worker	New Hire	11/07/16
Murray, Lamar J.	Maintenance & Repair Worker	Re-hire	11/07/16
Turner, James D.	Maintenance & Repair Worker	New Hire	11/07/16
Hayes, Anthony L.	Parking Patrol Officer 2	Promotion	11/21/16
McCormick, Scott D.	Technical Services Administrator	Promotion	10/24/16

SHERIFF

*Adams, Hayley N.	Correctional Officer 1	Class Change	11/16/16
*Andrews, Jeffrey D.	Correctional Officer 1	Class Change	11/16/16
*Bristol, Justin D.	Correctional Officer 1	Class Change	11/16/16
*Burgess, Keiana P.	Correctional Officer 1	Class Change	11/16/16
*Caldwell, Trevor R.	Correctional Officer 1	Class Change	11/16/16
*Deater, Christopher J.	Correctional Officer 1	Class Change	11/16/16
*Eichstaedt, Brian K.	Correctional Officer 1	Class Change	11/16/16
*Ellsworth Jr, Kenneth G.	Correctional Officer 1	Class Change	11/16/16
*Flanagan, Elijah Y.	Correctional Officer 1	Class Change	11/16/16
*Gistarb, Jessica	Correctional Officer 1	Class Change	11/16/16
*Goode Smith, Tarsha R.	Correctional Officer 1	Class Change	11/16/16
*Graham, Clifford B.	Correctional Officer 1	Class Change	11/16/16
*Hendry, Thomas A.	Correctional Officer 1	Class Change	11/16/16
*Jones, Sabrina B.	Correctional Officer 1	Class Change	11/16/16
*Knighten II, Gerald L.	Correctional Officer 1	Class Change	11/16/16
*Lovelace, Curtis A.	Correctional Officer 1	Class Change	11/16/16
*Marsh, Chelsey P.	Correctional Officer 1	Class Change	11/16/16
*McKinney, Patrick D.	Correctional Officer 1	Class Change	11/16/16
*Moore, Aaron C.	Correctional Officer 1	Class Change	11/16/16
*Parker, Jason M.	Correctional Officer 1	Class Change	11/16/16
*Ragland, Preston F.	Correctional Officer 1	Class Change	11/16/16
*Robinson, Cody K.	Correctional Officer 1	Class Change	11/16/16
*Turner, Terrell D.	Correctional Officer 1	Class Change	11/16/16
*Webb, Justin L.	Correctional Officer 1	Class Change	11/16/16
Douglas, Anthony L.T.	Correctional Officer 2	Promotion	11/20/16
Dunivan, Katrina L.	Correctional Officer 2	Promotion	11/20/16
Jines, Samuel Z.	Correctional Officer 2	Promotion	11/13/16
Kimbrow, Amanda G.	Correctional Officer 2	Promotion	11/13/16
Paul, Wintrust R.	Correctional Officer 2	Promotion	11/20/16
Perkins, Octavius M.	Correctional Officer 2	Promotion	11/13/16
Saggs, Tyler C.	Correctional Officer 2	Promotion	11/20/16
Johnson, Romona L.	Correctional Officer Lieutenant	Promotion	11/20/16

*Class Change from Correctional Officer Trainee to Correctional Officer 1

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>SPORTS AUTHORITY</u>			
Herring, Quinton M.	Administrative Services Officer 2	New Hire	11/01/16
<u>WATER SERVICES</u>			
Arnell, Jeffery E.	Customer Service Field Rep	Promotion	10/22/16
Bohannon, Terrell D.	Customer Service Field Rep	New Hire	11/19/16
Bragg, Damond E.	Customer Service Field Rep	New Hire	11/19/16
Knall, Darrell B.	Customer Service Field Rep	Promotion	10/22/16
Walker, Javis	Industrial Electrician 1	New Hire	11/05/16
Parker, Stephanie E.	Office Support Representative 3	Re-hire	11/05/16
Henson, Joseph P.	Treatment Plant Shift Supervisor	Promotion	11/19/16
Humphrey Jr, Robert L.	Treatment Plant Shift Supervisor	Promotion	10/22/16
Wood, Jack R.	Treatment Plant Shift Supervisor	Promotion	11/19/16
Young, David V.	Treatment Plant Shift Supervisor	Promotion	10/22/16
*Johnson Jr, Barry M.	Treatment Plant Tech 1	Department Transfer/Promotion	11/19/16
Willard, Michael T.	Treatment Plant Tech 1	New Hire	11/19/16
^Fuller, Charles A.	Treatment Plant Tech 2	Class Change/Lateral	11/05/16
Nave Jr, Lawrence G.	Water Services Assistant Director	Promotion	10/22/16

*Department Transfer from Parks (M&R Worker Sr, TG7) to Water (Treatment Plant Tech 1, TG8)

^Class Change from Industrial Mechanic (TG11) to Treatment Plant Tech 2 (TG11)

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

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Gilmore, Angela D.	Emer Telecommunications Off 1	Dismissal	ECC	11/04/16
Gatewood, Prescious L.	Fire Fighter 2	Resignation	Fire	10/29/16
Hessey, Richard S.	Fire Fighter 2	Pension	Fire	10/31/16
Claywell, Jacqueline	Application Tech 3	Pension	General Services	10/28/16
Hows, Michael C.	Maint & Repair Supervisor	Resignation	Parks	10/20/16
Dailey, Lakisha D.	Recreation Leader	Dismissal	Parks	10/21/16
Al Shaikhly, Yassir	Computer Operator 2	Resignation	Police	11/04/16
Farnow, Larry J.	Crime Lab Forensic Scientist 3	Pension	Police	10/17/16
Smith, William	Police Sergeant	Pension	Police	10/25/16
Lyons, Michael G.	Circulation Assistant 2	Resignation	Public Library	11/02/16
McGee, James P.	Library Associate 1	Pension	Public Library	11/11/16
Wright, Gerald L.	Equipment Operator Senior	Pension	Public Works	10/31/16
Harden, Jason L.	Customer Service Field Rep	Dismissal	Water Services	10/31/16
Bryant, William E.	Envir Laboratory Manager	Resignation	Water Services	11/05/16

MOTION: *After some discussion, Commissioner North moved to accept the Termination/Pension report for the 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>ESTABLISH/ ABOLISH DATE</u>	
Crime Lab Evidence Receiving Technician	Police	164	Open	11/01/16	E
Internal Auditor - Senior	Internal Audit	10	Cont	11/01/16	E
Police Operations Supervisor - Records	Police	3	Dept	11/02/16	E
Water Maintenance Technician	Water Services	62	Open	11/03/16	E
Finance Officer 2 - Purchasing Analyst	Finance	56	Open	11/03/16	A
Treatment Plant Technician 1	Water Services	142	Cont	11/04/16	E
Administrative Services Officer 4 - Chief's Office	Fire	163	Open	11/04/16	E
Administrative Services Officer 3 - PW Adm	Public Works	113	Open	11/07/16	E
Maintenance & Repair Worker Sr - Mailroom	Public Library	38	Open	11/07/16	E
Library Manager 2 - Bringing Books to Life	Public Library	33	Open	11/08/16	E
Program Coordinator - Bringing Books to Life	Public Library	47	Open	11/08/16	E
Administrative Services Officer 2 - Planning	Planning	45	Open	11/08/16	E
Application Tech 3 - Treasury/Collections	Finance	17	Open	11/08/16	E
Automotive Mechanic	General Services	15	Cont	11/09/16	E
Water Maintenance Leader 1 - SS	Water Services	15	Dept	11/09/16	E
Administrative Services Officer 4 - PW*	Public Works	4	Dept	11/10/16	E
Correctional Officer Trainee	Sheriff's Office	21	Cont	11/14/16	E
Adm Services Officer 3 - Firearms & Tool Marks	Police	2	Dept	11/14/16	E
IS Operations Technician 1	ITS	93	Cont	11/15/16	E
Police Operations Coordinator 1 - Forensic Serv	Police	3	Dept	11/15/16	E
Crime Lab Forensic Tech - Latent Prints	Police	4	Dept	11/16/16	E
Crime Lab Forensic Tech - Firearm & Tool Marks	Police	2	Dept	11/16/16	E
Office Support Specialist 1 - Fire	Fire	6	Dept	11/16/16	E
Application Technician 3 - HR	Human Resources	1	Dept	11/16/16	A
Computer Operator - Police	Police	97	Open	11/17/16	A
Finance Officer 2 - Treasury	Finance	33	Open	11/17/16	A
Parking Patrol Officer 2 - PW Engineering	Public Works	2	Dept	11/18/16	E
Security Officer Coordinator	Library	114	Open	11/21/16	A
Probation Officer 1 - Intervention	Juvenile Court	347	Open	11/23/16	E

* Created from an Open Competitive register.

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

HUMAN RESOURCES

Human Resources Interim Director, John P. Kennedy, submits the following for the Commission's consideration and appropriate action:

(1: Review of Initial Order – Jason Browning, Fire – Termination

Jason Browning, his representation, Brock Parks, and Jennifer Crim, representing Metro Nashville Fire Department, were present before the Commission to discuss the Initial Order.

MOTION: After some discussion, Vice-Chairman Corbitt moved to uphold the Initial Order. Seconded by Commissioner North, and the Commission approved without objection.

- (2: Metro Fire Department employee, Patrick Griffin, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation**

Captain Patrick Griffin, Human Resources Manager Jamie Summers, and Human Resources Analyst Brian Ward were present before the Commission to discuss the request.

MOTION: After some discussion, Commissioner Link moved to approve the request to extend Captain Griffin's IOD time through January 31, 2017. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

- (3: Metro Fire Department employee, Ronald Lawson, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation**

Fire Fighter Ronald Lawson, Human Resources Manager Jamie Summers, and Human Resources Analyst Brian Ward were present before the Commission to discuss the request.

MOTION: After some discussion, Commissioner North moved to approve the request to extend Fire Fighter Lawson's IOD time through March 18, 2017. Seconded by Commissioner Sanders, and the Commission approved without objection.

- (4: Metro Fire Department employee, Roy Johnson, is grieving that his vacation days be returned and replaced by IOD time**

ACTION: Upon the advice of Counsel, Chairman Farmer deferred the grievance request.

- (5: Appeal of Medical Disqualification: NA, Applicant for Police Officer Trainee**

Applicant NA and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

MOTION: After some discussion, Commissioner Link moved to approve the appeal. Seconded by Commissioner North, and the Commission approved without objection.

- (6: Appeal of Medical Disqualification: DC, Applicant for Police Officer Trainee**

Applicant DC and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

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

- (7: Appeal of Medical Disqualification: RE, Applicant for Police Officer Trainee**

Applicant RE and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

MOTION: After some discussion, Commissioner North moved to defer the appeal. Seconded by Commissioner Link, and the Commission approved without objection.

(8: Appeal of Medical Disqualification: MJ, Applicant for Police Officer Trainee

Applicant MJ and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

MOTION: After some discussion, Commissioner North moved to defer the appeal. Seconded by Commissioner Sanders, and the Commission approved without objection.

(9: Appeal of Medical Disqualification: JJ, Applicant for Police Officer Trainee

Applicant JJ and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

MOTION: After some discussion, Commissioner North moved to approve the appeal. Seconded by Commissioner Link, and the Commission approved without objection.

(10: Appeal of Medical Disqualification: AM, Applicant for Police Officer Trainee

Applicant AM and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

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

(11: Appeal of Medical Disqualification: CM, Applicant for Police Officer Trainee

Applicant CM and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

MOTION: After some discussion, Commissioner Link moved to approve the appeal. Seconded by Commissioner North, and the Commission approved without objection.

(12: Appeal of Medical Disqualification: QM, Applicant for Police Officer Trainee

Applicant QM and Civil Service Medical Examiner Matthew Hine were present before the Commission to discuss the appeal.

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

(13: Update - FLSA Exemption Regulations

Human Resources Analysts Leslie Schuster and Jason Lusk were present before the Commission. At the November 2016 meeting, the Commission approved job description revisions to ensure compliance with a new salary threshold as part of previously-announced Federal regulations regarding overtime set to change December 1, 2016. Due to an injunction on November 22, 2016, the Federal regulations did not change. Metro HR asked the Commission if they wanted to maintain the changes or revert to the previous exemption status on the changed job descriptions.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to remain in compliance with the current Federal Regulations, but the motion was not seconded. As a result, Metro HR will maintain the new salary threshold approved by the Commission at the November meeting.*

(14: Update on the Selection Process for the Appointment of a Permanent Human Resources Director

Water Services Assistant Director Sonny Lyons was present before the Commission. A job announcement was posted December 9 and will remain posted until January 9, 2017.

ACTION: *This was for a report only.*

(15: Administrative Law Judge Hearing Calendar

Chairman Farmer asked if the report had been submitted to the Administrative Law Judges. Ms. Tullos replied yes. The calendar refers to appeals submitted by Metro employees. As changes occur, updates are made each month in conjunction with the assigned Attorneys at Metro Legal. A copy is then forwarded to the State Administrative Procedures Division wherein the State provides a copy for each Judge to evaluate their case.

ACTION: *This was for a report only.*

(16: Human Resources Updates

Human Resources has met with and received feedback from Metro Departments and the Unions before initiating work on a new pay plan.

HR Staff raised \$5,692.80 for the Metro Employees Consolidated Charities Campaign.

During the 2017 Benefits Enrollment, HR Benefits Staff mailed 21,340 benefits packets, processed 35, 327 employee/pensioner elections/changes, and received 1,350 forms through the Employee Self Service system.

On Saturday, December 10 staff from every Metro department participated in the first Metro Job Fair coordinated by Metro HR and Mayor's Office Staff. There were approximately 250 attendees applying for over 100 Metro jobs, and attendees also participated in interview and resume writing classes.

The Nashville.gov webpage has a translation function which can be used to translate job postings. The Commission discussed using that tool to notify applicants of translation services for Metro job postings.

ACTION: *This was for a report only.*

(17: Communiqués from the public on pending hearings

There were none.

With nothing further, the regular meeting adjourned at 10:28 a.m.

ATTEST:

APPROVED:

**John P. Kennedy, Interim Director
Secretary to the Commission**

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