



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

January 10, 2017

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 December 13, 2016.** Vice-Chairman suggested an amendment to which the Commission agreed, and Chairman Farmer asked for a motion. Commissioner Sanders moved to approve the regular minutes as amended. Seconded by Commissioner North, 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.

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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>BEER BOARD</u>			
Green, Edward D.	Beer Permit Inspector 1	Re-hire	12/05/16

CODES ADMINISTRATION

Brown, Amanda L.	Office Support Rep 3	New Hire	12/19/16
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FIRE

*Baker, Christy C.	Emerg Medical Tech 2	Reinstate-Disciplinary	12/04/16
Boatman, Beulah Mai	Office Support Spec 1	Promotion	12/16/16
Brown, Cheryl S.	Office Support Spec 1	Promotion	12/16/16
Chappell, Sheryn L.	Office Support Spec 1	Promotion	12/16/16
Darr, Gwendolyn W.	Office Support Spec 1	Promotion	12/16/16
Natali, Jaime L.	Office Support Spec 1	Promotion	12/16/16
Washington, Kela M.	Office Support Spec 1	Promotion	12/16/16

*Reinstated from Demotion to previous classification

HUMAN RESOURCES

*Brooks, Sterling	Office Support Spec 1	Department Transfer	12/12/16
^Frazier, Veronica T.	Special Projects Mgr	Voluntary Reduction in Salary Grade	12/05/16

*Department Transfer from Public Works to Human Resources

^Voluntary Reduction in Grade from Human Resources Director (DP2) to Special Projects Mgr (OR 11)

JUVENILE COURT

Gervais, Courtney S.	Probation Officer 1	New Hire	12/05/16
Ghany, Faheem A.	Probation Officer 1	New Hire	12/05/16

PARKS

Walker, Shelly E.	Admin Asst	Promotion	12/02/16
Miller Jr, Randall	Facility Coord	Promotion	12/16/16
*Lee, Mario E.	Maint & Repair Worker Sr	Class Change	12/16/16

*Class Change from M&R Worker (TG5) to M&R Worker Sr (TG7)

POLICE

Klotzback, Susan Michele	Crime Lab Evid Recv Tech	Re-hire	12/01/16
Mehic, Nada	Crime Lab Evid Recv Tech	New Hire	12/16/16
Verre, Allison F.	Crime Lab Forensic Scientist 1	Promotion	12/01/16
Hertenstein Jr, Jerry E.	Police Lieutenant	Promotion	12/01/16
*Abrahamyan, Feliks V.	Police Officer 1	Class Change	12/16/16

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
*Adak, Yunus	Police Officer 1	Class Change	12/16/16
*Anoskey, Andrew J.	Police Officer 1	Class Change	12/16/16
*Baldoni, Jed G.	Police Officer 1	Class Change	12/16/16
*Berkheiser, Kyle	Police Officer 1	Class Change	12/16/16
*Brazee, Andrew S.	Police Officer 1	Class Change	12/16/16
*Bush, Zachariah D.	Police Officer 1	Class Change	12/16/16
*Castro, Kayla N.	Police Officer 1	Class Change	12/16/16
*Cox, Jesse L.	Police Officer 1	Class Change	12/16/16
*De Los Santos, Luis G.	Police Officer 1	Class Change	12/16/16
*Delke, Andrew R.	Police Officer 1	Class Change	12/16/16
*Dickerson, Christopher W.	Police Officer 1	Class Change	12/16/16
*Ehrhardt, Katelin Jadee	Police Officer 1	Class Change	12/16/16
*Flores, Melissa E.	Police Officer 1	Class Change	12/16/16
*Forsyth, Shannon D.	Police Officer 1	Class Change	12/16/16
*Galluzzi, Samuel Rogers	Police Officer 1	Class Change	12/16/16
*Groeneweg, Arend	Police Officer 1	Class Change	12/16/16
*Hogan, Jason P.	Police Officer 1	Class Change	12/16/16
*Hughes, Shelby C.	Police Officer 1	Class Change	12/16/16
*Johnson, Kevin P.	Police Officer 1	Class Change	12/16/16
*Jones, Russell M.	Police Officer 1	Class Change	12/16/16
*Keslar, Janelle D.	Police Officer 1	Class Change	12/16/16
*Kinberg, Johan Wilhelm Roland	Police Officer 1	Class Change	12/16/16
*Lawson, Christopher J.	Police Officer 1	Class Change	12/16/16
*Lober, Sara Taylor Kaitlin	Police Officer 1	Class Change	12/16/16
*Malone, Marvis D.	Police Officer 1	Class Change	12/16/16
*Manivong, Tyler V.	Police Officer 1	Class Change	12/16/16
*Martin, Patrick	Police Officer 1	Class Change	12/16/16
*Miller, Thomas J.	Police Officer 1	Class Change	12/16/16
*Montgomery, Paxton O.	Police Officer 1	Class Change	12/16/16
*Musgrave, Bryan M.	Police Officer 1	Class Change	12/16/16
*Myers, Nathaniel	Police Officer 1	Class Change	12/16/16
*Navarro, Brenda	Police Officer 1	Class Change	12/16/16
*Nicholson, Adam M.	Police Officer 1	Class Change	12/16/16
*Pannell, Johnathan D.	Police Officer 1	Class Change	12/16/16
*Patricio, Joseph P.	Police Officer 1	Class Change	12/16/16
*Peters III, Gary J.	Police Officer 1	Class Change	12/16/16
*Pope, Bradley J.	Police Officer 1	Class Change	12/16/16
*Reis, Allyson M.	Police Officer 1	Class Change	12/16/16
*Rench, Ciarra Lee	Police Officer 1	Class Change	12/16/16
*Reynolds, Brady Matthew	Police Officer 1	Class Change	12/16/16
*Robberson, David R.	Police Officer 1	Class Change	12/16/16
*Royer, Christopher James	Police Officer 1	Class Change	12/16/16
*Sawl, Abbey M.	Police Officer 1	Class Change	12/16/16
*Searcy, Trenton A.	Police Officer 1	Class Change	12/16/16
*Sears, Je-Marc Devon	Police Officer 1	Class Change	12/16/16
*Sheppard, Jonathan D.	Police Officer 1	Class Change	12/16/16
*Sherman, Hillary J.	Police Officer 1	Class Change	12/16/16
*Stechman, Darci H.	Police Officer 1	Class Change	12/16/16
*Sundra, Samuel J.	Police Officer 1	Class Change	12/16/16
*Swander, Ian Lewis	Police Officer 1	Class Change	12/16/16
*Turppa, Matthew David	Police Officer 1	Class Change	12/16/16
*Vaughn, Justin Lee	Police Officer 1	Class Change	12/16/16

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
*Vaughn, Seth T.	Police Officer 1	Class Change	12/16/16
*Ward, Ian B.	Police Officer 1	Class Change	12/16/16
*West, Jacob Bryan	Police Officer 1	Class Change	12/16/16
*Wilkinson, Chad Mitchell	Police Officer 1	Class Change	12/16/16
*Williams, Benjamin J.	Police Officer 1	Class Change	12/16/16
*Williams, Mary L.	Police Officer 1	Class Change	12/16/16
*Williams, Ratavious L.	Police Officer 1	Class Change	12/16/16
Kemp, Marshall	Police Operations Asst 1	New Hire	12/01/16
Kemper, Morgan S.	Police Operations Asst 1	Re-hire	12/01/16
Street, Joy Lovie	Police Operations Asst 1	New Hire	12/01/16
^Bennett, Joel M.	Police Operations Asst 3	Class Change/Lateral	12/01/16
**Christie, Craig Allen	Police Operations Asst 3	Class Change	12/16/16

*Class Change from Police Officer Trainee to Police Officer 1

^Class Change from Police Security Guard 1 (ST6) to Police Operations Asst 3 (ST6)

**Class Change - Pension Supplemented Classification

PUBLIC LIBRARY

*Cho, Hannah	Circulation Asst 1	Transition - Civil Service	12/04/16
Freeman, Carlos A	Circulation Asst 1	New Hire	12/04/16
*Seda, Peter J E	Circulation Asst 1	Transition - Civil Service	12/18/16
Stapleton, Alexia R	Circulation Asst 1	New Hire	12/18/16
Hugan, Bernadette C	Professional Spec	Promotion	12/18/16
Gayer, Jeremy L	Security Officer Coord	Promotion	12/04/16

*Transition to CS from Part Time Status

PUBLIC WORKS

Jones, Stacy M.	Admin Svcs Officer 4	Promotion	12/05/16
Morris, Tyler L.	Equipment Operator	Promotion	12/19/16
Woodall, David A.	Equipment Operator	Promotion	12/05/16
Baker, Cody R.	Equipment Operator Senior	Promotion	12/05/16
Ryman, Matthew G.	Equipment Operator Senior	Promotion	12/19/16
Fetah, Mikail A.	Maint & Repair Worker	New Hire	12/19/16
Sartain, Dylan L.	Maint & Repair Worker	New Hire	12/19/16
Bretz, Andrew J.	Sanitation Worker	New Hire	12/06/16

SHERIFF

Gilmer, Robert G.	Correctional Officer Sgt	Promotion	12/11/16
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WATER SERVICES

Schaller, Aaron M.	Engineer in Training	New Hire	12/03/16
Tranter, Kenneth L.	Engineer Technician Senior	New Hire	12/03/16
Chambers Jr, Charles J.	Equipment Operator	New Hire	12/03/16

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>WATER SERVICES</u>			
Chimezie, Paul E.	Equipment Operator	New Hire	12/03/16
*Hamilton, Donovan T.	Equipment Operator	Department Transfer/Class Change	12/03/16
Claybrooks, Squauana L.	Office Support Rep 3	Re-hire	12/03/16
White, Tomeka D.	Office Support Rep 3	Re-hire	12/03/16
Jones, Roscoe L.	Technical Specialist 2	Promotion	12/03/16
Heggie Jr, Samuel B.	Treatment Plant Shift Op	Promotion	12/03/16
^Young, David V.	Treatment Plant Shift Op	Voluntary Reduction in Salary Grade	12/03/16
Kenner, Brian Davis	Treatment Plant Shift Supv	Promotion	12/03/16
Carson, Jessica G.	Treatment Plant Tech 1	New Hire	12/03/16
Barton, Sam W.	Water Maint Leader 1	Promotion	12/03/16
Blackwell Jr, Kevin D.	Water Maint Leader 1	Promotion	12/03/16
Matlock, Michael E.	Water Maint Leader 1	Promotion	12/03/16
Menzies, Tron A.	Water Maint Leader 1	Promotion	12/03/16
Tindzley, Michael R.	Water Maint Leader 1	Promotion	12/03/16
Carter, Daniel J.	Water Maintenance Tech	Re-hire	12/03/16
Cervantez, Brandon M.	Water Maintenance Tech	New Hire	12/03/16
Darvin, Deron J.	Water Maintenance Tech	New Hire	12/03/16
Jones, Dejuan M.	Water Maintenance Tech	Re-hire	12/03/16
Laster Jr, Harold D.	Water Maintenance Tech	New Hire	12/03/16
**Lavender, Thomas A.	Water Maintenance Tech	Department Transfer/ Voluntary Reduction in Grade	12/03/16
McCoy, James A.	Water Maintenance Tech	Re-hire	12/03/16
^^Shelton Jr, Steve D.	Water Maintenance Tech	Department Transfer/ Voluntary Reduction in Grade	12/03/16
***Waggoner Jr, Anthony L.	Water Maintenance Tech	Department Transfer/Class Change	12/17/16
Wilkey, Daniel D.	Water Maintenance Tech	New Hire	12/03/16
Wilson, Willie James	Water Maintenance Tech	Re-hire	12/03/16
Woodard, Joseph A.	Water Maintenance Tech	Re-hire	12/03/16
^^Downing, Brandon S.	Water Quality Analyst 1	Class Change/Lateral	12/03/16

*Department Transfer from Public Works (Sanitation Wkr, TG5) to Water (Equipment Operator, TG7)

^Voluntary Reduction in Grade from Treatment Plant Shift Supv (TS 12) to Treatment Plant Shift Oper (TS10)

**Department Transfer from Parks (M&R Wkr Sr, TG7) to Water (Water Maintenance Tech, TG5)

^Department Transfer from Public Works (Equipment Operator, TG7) to Water (Water Maintenance Tech, TG5)

***Department Transfer from Public Works (M&R Wkr, TG 5) to Water (Water Maintenance Tech, TG 5)

^^Class Change from Treatment Plant Tech 2 (TG11) to Water Quality Analyst 1 (OR1)

MOTION: *After some discussion, Commissioner Sanders 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>
Madgett, Ryan J.	Emer Telecommunications Off 3	Resignation	ECC	12/05/16
Banani, Katherine E.	Finance Officer 2	Resignation	Finance	12/01/16
Hand, Randy G.	Fire Marshal-Asst	Pension	Fire	12/13/16
Burress, Adam B.	Paramedic 1	Resignation	Fire	11/26/16
Johnson III, John W.	Paramedic 2	Resignation	Fire	12/02/16
Patton, Shorntai M.	Application Tech 2	Resignation	General Services	12/06/16

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Dillard, Warren T.	Info Systems App Tech 2	Resignation	General Services	12/12/16
Bell, Stephen F.	Administrative Svcs Officer 3	Pension	Human Resources	12/30/16
Hall, Doris A.	Office Support Spec 2	Pension	Human Resources	12/09/16
Brantley, Megan E.	Info Systems App Analyst 2	Resignation	ITS	12/02/16
Cain, David P.	Info Systems App Analyst 3	Deceased	ITS	12/16/16
Henry, Herman G.	Internal Auditor - Senior	Resignation	Internal Audit	12/09/16
Thorup, Shari L.	Warrant Officer 2	Pension	Juvenile Court	12/01/16
Wakefield, Jeffrey M.	Maintenance & Repair Leader	Resignation	Parks	11/28/16
Hyde, Floyd A.	Police Lieutenant	Pension	Police	11/30/16
Taylor, Franklin B.	Police Officer 1	Resignation	Police	12/05/16
Hatt, Mark A.	Police Officer 2	Resignation	Police	12/06/16
Kolodziejski, Kristina M.	Police Officer 2	Resignation	Police	12/06/16
Maahs, Terence D.	Police Officer 2	Resignation	Police	11/23/16
Rice, Jaime T.	Police Officer 2	Resignation	Police	11/17/16
Welton, Joan C.	Police Operations Analyst 2	Pension	Police	12/15/16
Brooks, Jared H.	Police Operations Asst 1	Resignation	Police	11/25/16
Sullivan, Carolyn R.	Circulation Asst 2	Pension	Public Library	12/15/16
Smith, Lakenya S.	Circulation Supv	Resignation	Public Library	11/30/16
Dickens, Katie E.	Office Support Rep 3	Resignation	Public Library	11/19/16
Basham, Brandon J.	Equipment Operator Senior	Resignation	Public Works	12/02/16
Bowman, Barry A.	Equipment Operator Senior	Pension	Public Works	12/16/16
Davis, William L.	Finance Mgr	Pension	Public Works	12/02/16
Webb, Kareem J.	Parking Patrol Officer 1	Resignation	Public Works	12/16/16
Smith, Jenna E.	Special Projects Mgr	Pension	Public Works	11/30/16
Garrett, Grantland S.	Correctional Officer 1	Resignation	Sheriff	12/14/16
Kreider, Brent M.	Correctional Officer 1	Resignation	Sheriff	12/07/16
Webber, Jeffrey A.	Indust Mechanic 2	Resignation	Water Services	11/18/16
Hawkins, Edward C.	Indust Tech Master	Pension	Water Services	11/30/16
Souza, Sean M.	Security Officer Coord	Pension	Water Services	11/30/16

MOTION: *After some discussion, Commissioner Sanders moved to accept the Termination/Pension report for the 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>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Police Sergeant	Police	61	Dept	11/20/16	E
Application Technician 3 - HR	Human Resources	1	Dept	11/28/16	E
Maintenance & Repair Worker - Landscaping	Parks	29	Cont	11/29/16	E
Golf Course Assistant Manager	Parks	97	Open	11/29/16	A
Beer Permit Inspector 3 - Beer Board	Beer Board	1	Dept	11/29/16	E
Office Support Specialist 2	Beer Board	1	Dept	11/29/16	E
Maintenance & Repair Supervisor - Construction	Parks	1	Dept	11/30/16	A
Administrative Asst - Consolidated Maintenance	Parks	1	Dept	11/29/16	E
Circulation Supervisor	Public Library	40	Open	11/30/16	A
Facility Coordinator - Regional Rec Center	Parks	39	Open	11/30/16	E
Crime Lab Forensic Scientist 1 - Biology	Police	1	Dept	12/01/16	E
Engineering Tech Senior - Stormwater	Water Services	9	Open	12/01/16	E
Water Quality Analyst 1	Water Services	146	Open	12/01/16	E
Security Officer Coordinator - Library	Public Library	1	Dept	12/02/16	E

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Technical Specialist 2 - Cross Connections	Water Services	4	Dept	12/05/16	E
Circulation Assistant 1	Public Library	142	Cont	12/06/16	E
Sanitation Worker	Public Works	66	Cont	12/06/16	E
Adm Services Mgr - Energy & Sustainability	General Services	7	Open	12/08/16	E
Correctional Officer Trainee	Sheriff's Office	32	Open	12/12/16	E
Program Specialist 1 - Community Outreach	Juvenile Court	192	Open	12/12/16	E
Custodial Services Assistant Supervisor	Parks	4	Dept	12/12/16	E
Librarian 1 - Teens	Public Library	38	Open	12/12/16	A
Librarian 1 - Adult Services	Public Library	40	Open	12/12/16	A
Technical Specialist 1 - Paving	Public Works	1	Dept	12/13/16	E
Special Assistant to the Director - PW	Public Works	66	Open	12/13/16	E
Administrative Services Manager	Public Works	24	Open	12/13/16	E
Procurement Officer 2 - Business Dev & Outreach	Finance	36	Open	12/14/16	E
IS Division Mgr - Data Infrastructure Support	ITS	28	Open	12/15/16	E
Professional Specialist - Statistical Analysis	Public Library	1	Dept	12/16/16	E
Police Officer Trainee	Police	191	Cont	12/16/16	E
Fire Inspector 1	Fire	82	Open	12/19/16	E
Crime Lab Evidence Receiving Technician	Police	3	Dept	12/19/16	E
Emergency Telecom Officer 1	ECC	11	Cont	12/20/16	E
Maintenance & Repair Worker	Public Works	21	Cont	12/20/16	E
Internal Auditor 1	Internal Audit	131	Open	12/22/16	A
Program Supervisor - Public Technology	Public Library	18	Open	12/29/16	E
Program Coordinator - Watkins Park	Public Library	109	Open	12/29/16	E
Aquatics Coordinator	Parks	9	Open	12/29/16	E

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

DEPARTMENTAL ITEMSINFORMATION TECHNOLOGY SERVICES

- (1: Director Keith Durbin is requesting Civil Service approval to hire above base Don Enfinger as Division Manager – Data Infrastructure Support (OR10)

Information Systems Assistant Director Cyndy Maddox and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request.

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

POLICE

- (2: Chief Steve Anderson requests approval to suspend the work-test evaluation period for Sergeant James Smallwood

Human Resources Manager Sue Bibb, Sergeant James Smallwood, and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request.

MOTION: *After some discussion, Commissioner Link moved to approve the request to suspend the work-test evaluation period. Seconded by Commissioner North, 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:

(3: Review of Initial Order – Kerwin Strong, ITS – Dismissal

Tara Ladd, representing Information Technology Services, was present before the Commission to discuss the Initial Order. Neither Kerwin Strong nor his attorneys, Michelle B. Owens and Kaitlin Pegg, were present 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.*

(4: Metro Police Department employee, Danny Johnson, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Human Resources Manager Sue Bibb, Sergeant James Smallwood, and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Officer Johnson's IOD time through March 2, 2017. Seconded by Commissioner North, and the Commission approved without objection.*

(5: Job Description Revisions

Human Resources Analyst Jason Lusk was before the Commission to request approval for revisions to the Valid Driver license requirement on the job descriptions for Chief Information Officer, Codes Administration Director, Historical Commission Executive Director, Human Resources Director, Police Chief, and Public Works Director

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

(6: Election of Chairman and Vice-Chairman

The Commissions' by-laws require that new officers be elected by the Commission; the terms of the officers are from January through December of each year.

MOTION: *After some discussion, Vice-Chairman Corbitt moved for approval to re-elect William H. Farmer to serve another term as Chairman. Seconded by Commissioner Sanders, and the Commission approved without objection.*

MOTION: *After a short discussion, Commissioner Sanders moved for approval to re-elect R. Steve Corbitt to serve another term as Vice-Chairman. Seconded by Commissioner North, and the Commission approved without objection.*

(7: 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. The job announcement posting period ended January 9, 2017. There are approximately 150 applicants. Human Resources will work with Randstad to review the applications and narrow it down to the top candidates who will be interviewed by the panel.

ACTION: This was for a report only.

(8: 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.

(9: Human Resources Updates

Human Resources would like to recognize the retirements from our department of Doris Hall, Office Support Specialist, and Steve Bell, Administrative Services Officer. We appreciate their service.

ACTION: This was for a report only.

(10: Communiqués from the public on pending hearings

There were none.

With nothing further, the regular meeting adjourned at 9:00 a.m.

ATTEST:

APPROVED:

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

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