



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

March 14, 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 February 14, 2017.** Hearing none, he asked for a motion. Vice-Chairman Corbitt moved to accept the regular minutes. 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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TERMINATIONS / PENSIONS
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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>EMERGENCY COMMUNICATION CENTER</u>			
Barr, Meagan A.	Emer Telecomm Off 1	New Hire	01/30/17
Barrera, Carmen E.	Emer Telecomm Off 1	New Hire	01/30/17
Camacho, Mariaela A.	Emer Telecomm Off 1	New Hire	01/30/17
Evans, Ashley S.	Emer Telecomm Off 1	New Hire	01/30/17
Flesher, Van M.	Emer Telecomm Off 1	New Hire	01/30/17
Jarrell, Donna M.	Emer Telecomm Off 1	Re-hire	01/30/17
Malone, Abigail M.	Emer Telecomm Off 1	New Hire	01/30/17
McNeal, Farrah D.	Emer Telecomm Off 11	New Hire	01/30/17
Watkins, Timothy J.	Info Systems Advisor 3	Promotion	02/11/17

FINANCE

*Morris, Michelle B.	Procurement Officer 2	Department Transfer/ Transition - Civil Service	02/13/17
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*Department Transfer from JIS (Office Support Mgr, ST9) to Finance (Procurement Officer 2, OR 3)

GENERAL SERVICES

Hawkins, Daryl J.	Application Tech 3	Promotion	02/13/17
McDougal, James D.	Application Tech 3	Promotion	02/13/17

INFORMATION TECHNOLOGY SERVICE

Williams II, Thomas R.	Info Sys Comm Analyst 1	New Hire	01/30/17
Amanfu, Edem Y.	Info Systems Advisor 1	New Hire	01/30/17
Law, Larry D.	Info Systems Advisor 2	Promotion	01/30/17

INTERNAL AUDIT

Ciuba, Theodore M.	Internal Auditor 1	New Hire	02/24/17
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PARKS

Shoemake, Willie J.	Aquatics Coord	Promotion	02/10/17
*McDowell, Jacob A.	Concessions Clerk 2	Transition To Civil Service	01/27/17
Biggs, Kirby D.	Maint & Repair Supv	Promotion	02/10/17
Cammon, Stephen L.	Maintenance & Repair Worker	New Hire	02/13/17
Greenlee, Damon A.	Maintenance & Repair Worker	New Hire	02/01/17
Johnson, Derrick S.	Maintenance & Repair Worker	Re-hire	02/17/17
*Brown, Paul W.	Park Police 1	Transition - Civil Service	01/27/17

*Transition to CS from Part Time Status

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
Taylor, Dwayne L.	Admin Asst	Promotion	02/01/17
*Sanders, Robin M.	Admin Svcs Officer 3	Department Transfer/Class Change	02/01/17
Vondohlen, Claire Elizabeth	Crime Scene Technician 1	New Hire	02/16/17
Olsen, Jessica R.	Info Systems App Analyst 3	Promotion	02/16/17
McIlwain, Ricky L.	Police Operations Coord 2	Promotion	02/16/17
Miller, Timothy B.	Police Sergeant	Promotion	02/01/17

*Department Transfer from Juvenile Court (Probation Officer 2, OR3) to Police (ASO 3, OR3)

PUBLIC LIBRARY

Klein, Hannah M.	Circulation Asst 1	New Hire	01/29/17
York, Sheila D.	Custodial Svcs Asst Supv	Promotion	02/12/17
Adams, Sherry S.	Human Resources Mgr	Promotion	01/29/17
Feduccia, Kathleen R.	Librarian 1	New Hire	02/12/17
Wilson, Felicia P.	Library Svcs Asst Dir	New Hire	01/29/17

PUBLIC WORKS

*Anderson, Alaganza G..	Admin Svcs Officer 4	Class Change	01/30/17
Myers, Marc	Customer Service Field Rep	New Hire	01/31/17
Turner, Trenity T.	Customer Service Field Rep	Promotion	02/13/17
Howard, Meri A.	Engineer Technician Senior	Promotion	02/13/17
Reed, Jeffery A.	Equipment Operator	Promotion	01/30/17
Baugh, Marquez J.	Equipment Operator Senior	Promotion	01/31/17
Boyd, Logan M.	Equipment Operator Senior	Promotion	01/31/17
^McKinnon, Kyle M.	Equipment Operator Senior	Voluntary Reduction in Salary Grade	01/31/17
Vaughn, Nelson L.	Equipment Operator Senior	Promotion	01/31/17
Cervantes, Andres	Maintenance & Repair Worker	New Hire	02/13/17
Ferguson, Robert J.	Maintenance & Repair Worker	New Hire	01/30/17
Greenwood, Johnathan R.	Maintenance & Repair Worker	New Hire	02/13/17
Hall, Kerry D.	Maintenance & Repair Worker	New Hire	02/13/17
McKissack, Sean E.	Maintenance & Repair Worker	New Hire	01/30/17
Osment Jr, George I.	Maintenance & Repair Worker	New Hire	01/30/17
Parker, Spencer J.	Maintenance & Repair Worker	New Hire	02/13/17
Stanley, Douglas W.	Maintenance & Repair Worker	New Hire	02/13/17
Williams, Gregory K.	Maintenance & Repair Worker	Re-hire	01/30/17
Woodard V, Charles J.	Maintenance & Repair Worker	New Hire	02/13/17
Wilson, Michael E.	Parking Patrol Officer 1	Promotion	02/13/17
Holt, Treondus T.	Sanitation Worker	New Hire	01/31/17
Reynolds, Adam W.	Sanitation Worker	New Hire	01/31/17
**Macy, Mark D.	Special Projects Mgr	Class Change/Lateral	01/23/17
Taylor, Lindsay W .	Technical Specialist 1	Promotion	12/19/16

*Class Change from IS App Analyst 3 (OR5) to ASO 4 (OR5)

^Voluntary Reduction from Customer Service Field Rep (ST7) to Equipment Op Sr (TG8)

**Class Change from PW Asst Director (OR11) to Special Projects Mgr (OR11)

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>SHERIFF</u>			
Franking, Dustin D.	Correctional Officer 2	Promotion	02/05/17
Hill, Samantha R.	Correctional Officer 2	Promotion	02/05/17
Ledezma, Elio	Correctional Officer 2	Promotion	02/05/17
Moss, Michael B.	Correctional Officer 2	Promotion	02/05/17
Gleaves, Derrick L.	Correctional Officer Lieut	Promotion	02/19/17

WATER SERVICES

^Knall, Darrell B.	Equipment Operator Senior	Voluntary Reduction in Salary Grade	02/11/17
Mumphrey, Kenneth M.	Equipment Operator Senior	Promotion	02/11/17
Andrews, Kiyante T.	Indust Electronics Tech 1	Promotion	02/11/17
Gant II, Darrell W.	Indust Mechanic 1	New Hire	01/28/17
Phillips, Tonya L.	Service Rep 2	New Hire	01/28/17
Scott, Leanne	Water Svcs Asst Dir	Promotion	01/28/17

^Voluntary Reduction from Customer Service Field Rep (ST7) to Equipment Op Sr (TG8)

MOTION: *After some discussion, Vice-Chairman 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>
Fulton, Lisa A.	Emer Telecommunications Manage	Resignation	ECC	02/10/17
Abdullah, Batol N.	Emer Telecommunications Off 2	Resignation	ECC	02/02/17
Gipson, Burnice E.	Fire Fighter 2	Dismissal	Fire	02/04/17
Seay, David R.	Fire Fighter 2	Dismissal	Fire	02/09/17
Walker Jr, David L.	Fire Services Deputy Director	Pension	Fire	01/17/17
Gramse, William R.	Paramedic 2	Pension	Fire	01/31/17
Scott, Steven J.	Paramedic 2	Pension	Fire	01/31/17
Shadwick, Thomas L.	Paramedic 2	Pension	Fire	01/31/17
Hahn, Klemm E.	Automotive Svc Writer	Pension	General Services	02/10/17
Adams-Bowles, Sue A.	Human Resources Admin	Pension	Human Resources	02/09/17
Kimery, David P.	Automotive Mechanic	Pension	Parks	02/09/17
Ghee, Shirley A.	Concessions Clerk 2	Pension	Parks	02/09/17
Hayes, Courtney O.	Maintenance & Repair Worker	Resignation	Parks	02/05/17
Moore, Patrick S.	Maintenance & Repair Worker	Resignation	Parks	01/31/17
Arnold, Michael P.	Recreation Leader	Resignation	Parks	01/26/17
Christmon, Collin D.	Recreation Leader	Dismissal	Parks	01/18/17
Parker Ayers, Jennifer	Police Crisis Counselor	Resignation	Police	01/18/17
Hale, Jeannine B.	Police Officer 2	Pension	Police	01/23/17
Helms, Brandon M.	Police Officer 2	Resignation	Police	02/06/17
Leeper, Benjamin	Police Officer 2	Resignation	Police	01/18/17
Martin, Howard R.	Police Officer 2	Resignation	Police	02/02/17
Mumaw, Eric W.	Police Officer 2	Deceased	Police	02/02/17
Rosson, Shawn M.	Police Officer 2	Resignation	Police	01/17/17
Terrazas, David R.	Police Officer 2	Dismissal	Police	01/31/17
Traughber Jr, William G.	Police Officer 2	Pension	Police	01/17/17

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Caperton, Kevin P.	Police Officer 2-Fld Trng Ofcr	Pension	Police	01/31/17
Papadinec, Randall M.	Police Officer 2-Fld Trng Ofcr	Pension	Police	01/31/17
Shirey, Sara E.	Police Operations Asst 1	Resignation	Police	01/21/17
Street, Joy Lovie	Police Operations Asst 1	Resignation	Police	02/07/17
Guerrier, Jackson R.	Maintenance & Repair Worker	Resignation	Public Works	01/29/17
Woods, Dionne L.	Maintenance & Repair Worker	Resignation	Public Works	02/01/17
Howell Jr, Napoleon A.	Correctional Officer 1	Pension	Sheriff	02/07/17
Potts, Clifford D.	Equipment Operator	Pension	Water Services	02/07/17
Griffin, Sabrina H.	Finance Officer 3	Resignation	Water Services	02/10/17
Jones, Brandon T.	Water Maintenance Tech Senior	Resignation	Water Services	02/08/17

MOTION: *After some discussion, Vice-Chairman Corbitt 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>
IS Division Manager - Enterprise Applications	ITS	12	Open	02/01/17	A
Zoning Examiner	Codes	29	Open	02/01/17	E
Information Systems Advisor 2 - EAC	ITS	1	Dept	02/01/17	E
Probation Officer 3 - Juvenile Court	Juvenile Court	8	Dept	02/01/17	E
Engineering Tech Senior	Public Works	2	Dept	02/02/17	E
Customer Service Field Rep - Meter Shop	Public Works	3	Dept	02/02/17	E
Parking Patrol Officer 1	Public Works	4	Dept	02/02/17	E
Plumber	Water Services	2	Dept	02/02/17	A
Information Systems Advisor 3 - ECC	ECC	1	Dept	02/06/17	E
Librarian 1	Public Library	68	Cont	02/08/17	E
IS Division Manager - Information Security	ITS	6	Open	02/10/17	E
IS Applications Analyst 3 - Police	Police	8	Open	02/10/17	E
Police Operations Coordinator - Vehicle Operations	Police	1	Dept	02/10/17	E
Internal Auditor 1	Internal Audit	59	Open	02/10/17	E
Custodial Services Assistant Supervisor - Library	Public Library	25	Open	02/13/17	E
IS Division Manager - Enterprise Application	ITS	29	Open	02/13/17	E
Water Maintenance Leader 2 - Gradall	Water Services	2	Open	02/13/17	A
Water Maintenance Leader 2 - Vactor	Water Services	1	Open	02/15/17	A
Engineer 3	Water Services	16	Open	02/17/17	E
Security Officer Coordinator	Water Services	132	Open	02/17/17	E
Equipment Operator Senior	Water Services	24	Open	02/21/17	E
Equipment & Supply Clerk 3	Water Services	60	Open	02/22/17	E
Engineer 2 - Stormwater	Water Services	12	Open	02/22/17	A
Correctional Officer Sergeant	Sheriff's Office	33	Dept	02/23/17	A
Administrative Specialist - GS Financials	General Services	3	Dept	02/24/17	E
Probation Officer 1 - Juvenile Court	Juvenile Court	585	Open	02/27/17	A
Administrative Services Mgr - Public Info Officer	Fire	81	Open	02/27/17	A
Property Standards Inspector 1	Codes	49	Cont	02/28/17	E
Library Associate 1	Public Library	123	Cont	02/28/17	E
Office Support Specialist 1 - Transportation	Public Works	231	Open	02/28/17	A
Police Operations Analyst 2 - SID	Police	33	Open	02/28/17	E

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the register report. 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:

(1: Review Order of Dismissal – Jared Irvine, Sheriff - Suspension

Corporal Jared Irvine and Jennifer Crim, representing Davidson County Sheriff's Office, were present before the Commission to discuss the Order of Dismissal.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the Order of Dismissal. Seconded by Commissioner Sanders, and the Commission approved without objection.*

(2: Review of Initial Order – Robert Howse, Police - Grievance

Robert Howse, his representation, Brad Rayson, and Jennifer Crim, representing Metro Nashville Police Department, were present before the Commission to discuss the Initial Order.

MOTION: *After some discussion, Vice-Chairman Corbitt moved to approve the Initial Order. Seconded by Commissioner North. After additional discussion, Chairman Farmer called for a vote, and the Commission approved with objections as follows: Commissioner Link – Nay; Commissioner North – Aye; Commissioner Sanders – Nay; Vice-Chairman Corbitt – Aye; Chairman Farmer – Aye.*

(3: Review of Initial Order – Earl Gene Davis, Police – Suspension/Demotion

Officer Earl Gene Davis, his representation, J. Alex Little, Deputy Chief Brian Johnson, and Josh Lee, representing Metro Nashville Police Department, were present before the Commission to discuss the Initial Order.

MOTION: *After some discussion, Commissioner Sanders moved to modify the Initial Order and uphold the Metro Nashville Police Department's demotion. Seconded by Commissioner Link. After additional discussion, Chairman Farmer called for a vote, and the Commission approved with objection as follows: Commissioner Link – Aye; Commissioner North – Aye; Commissioner Sanders – Aye; Vice-Chairman Corbitt – Nay.*

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

Applicant CJ, Nurse Practitioner Adrian Hitt, representing the Health Department, and Human Resources Analyst Seth Waltenbaugh 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.*

(5: Public Works Department employee, Michael Hmura, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Human Resources Analyst Sharonda Baker 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 request to extend Mr. Hmura's IOD time through April 27, 2017. Seconded by Commissioner Link, and the Commission approved without objection.

(6: New Performance Evaluation Form Presentation

Training Coordinator Dirk Essary and Human Resources Analyst Michael Wilson were before the Commission to make the presentation.

ACTION: This was for a report only.

(7: Consideration of Salary History in the Hiring Process

Human Resources Analyst Les Bowron was present before the Commission to discuss the report.

ACTION: This was for a report only.

(8: Update on the Selection Process and Possible Appointment of a Permanent Human Resources Director

Water Services Assistant Director Sonny Lyons was present before the Commission.

ACTION: At the request of the Commission and without objection, Chairman Farmer deferred the update to later.

(9: 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.

(10: Human Resources Updates

Human Resources anticipates giving the Commission an update at the April meeting on the audit of Human Resources recruiting practices and will share the results once available.

The Human Resources Departmental Budget Hearing with the Mayor will be Friday, March 17, 2017 at 9:30 AM.

ACTION: This was for a report only.

(11: Communiqués from the public on pending hearings

There were none.

With nothing further, the regular meeting adjourned at 10:25 a.m.

ATTEST:

APPROVED:

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

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