



# METROPOLITAN CIVIL SERVICE COMMISSION

## A G E N D A

May 9, 2017

8:30 a.m.

Howard Office Building  
Sonny West Room

700 2<sup>nd</sup> Avenue South  
Nashville, Tennessee 37210

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

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

**(A) Approval of April 11, 2017 Civil Service Meeting Minutes.**

**Announcement of Appeals Process:**  
Metropolitan Code of Laws 2.68.030

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**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>CODES ADMINISTRATION</u></b>			
Brown, Scotty	Property Stan Insp 1	New Hire	04/10/17
Frost, Erika R.	Office Support Rep 3	New Hire	03/27/17
<b><u>EMERGENCY COMMUNICATIONS CENTER</u></b>			
Adams, Amber N.	Emer Telecomm Off 1	Re-hire	04/10/17
Adams, Gregory M.	Emer Telecomm Off 1	New Hire	04/10/17
Baltz, Kimberly A.	Emer Telecomm Off 1	New Hire	04/10/17
Cameron, Sydney W.	Emer Telecomm Off 1	New Hire	04/10/17
Carmen, Daniel J.	Emer Telecomm Off 1	New Hire	04/10/17
Crenshaw, Brian J.	Emer Telecomm Off 1	New Hire	04/10/17
Di Domenico, Allison M.	Emer Telecomm Off 1	New Hire	04/10/17
Howard, Autumn D.	Emer Telecomm Off 1	New Hire	04/10/17
Huyler, Kaytlin M.	Emer Telecomm Off 1	New Hire	04/10/17
Sharp, Brett M.	Emer Telecomm Off 1	New Hire	04/10/17
Simmons, Chantrese R.	Emer Telecomm Off 1	New Hire	04/10/17
Simmons, Christy N.	Emer Telecomm Off 1	New Hire	04/10/17
Smith, Jenna L.	Emer Telecomm Off 1	New Hire	04/10/17
Thomas, Lawsonroy A.	Emer Telecomm Off 1	New Hire	04/10/17
White, Rosetta M.	Emer Telecomm Off 1	New Hire	04/10/17
Wimberley, Chaurette D.	Emer Telecomm Off 1	New Hire	04/10/17
<b><u>FINANCE</u></b>			
Cantlon, Judy L.	Admin Svcs Officer 3	Promotion	04/10/17
Hudson, Stacey M.	Admin Svcs Officer 3	Promotion	04/10/17
Hunter, Jamie D.	Application Tech 3	Promotion	04/10/17
<b><u>JUVENILE COURT</u></b>			
*Buchanan, Wendy Jo	Probation Officer 3	Voluntary Reduction in Salary Grade	03/27/17
^Spainhoward Jr, Donald W.	Probation Officer 1	Transition - Civil Service	03/20/17
*Voluntary Reduction in Grade from Probation Officer Chief (OR7) to Probation Officer 3 (OR5)			
^Transition to CS from Grant Funded position			
<b><u>PARKS</u></b>			
Frazee, Samuel W.	Specialized Skills Supv	Promotion	04/07/17
Moore, Robin N.	Application Tech 2	Promotion	04/07/17
*Gruenert, Marshall V.	Maint & Repair Worker	Transition - Civil Service	04/10/17

\*Transition to CS from a Seasonal position

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>POLICE</u></b>			
*Claybon, Consuelo B.	Police Operations Analyst 2	Class Change/Lateral	04/01/17
^Herrera, Angela Z.	Admin Svcs Officer 3	Department Transfer/Transition - Civil Service	04/01/17
**Crumby Jr, Johnny R.	Police Officer 2	Demotion	04/13/17
Oberto, Gary L.	Police Operations Asst 1	New Hire	04/16/17
Holladay, Lisa R.	Police Operations Coord 2	Promotion	04/16/17
Evans, Kelli R.	Police Operations Coord 1	Promotion	04/01/17
Castillow Jr., Roy Frambers	Police Security Guard 1	New Hire	04/16/17
Dixon, Stephen A.	Professional Spec	Promotion	04/01/17
^^Arnold, Ashley N.	Police Operations Asst 3	Voluntary Reduction in Salary Grade	04/16/17
Calhoun II, Andrew John	Crime Lab Forensic Tech	New Hire	04/16/17

\*Class Change from Police Youth Counselor 2 (ST10) to Police Operations Analyst 2 (ST10)

^Department Transfer from Criminal Court Clerk ( Deputy Criminal Clerk) to Police (ASO 3)

\*\*Demotion from Police Sgt to Police Officer 2

^^Voluntary Reduction in Grade from Police Officer 2 (PF4) to Police Operations Asst 3 (ST6)

**PUBLIC LIBRARY**

Foster, Joe L.	Bldg Maint Mechanic	New Hire	04/23/17
Williams, Sarah K.	Circulation Asst 1	New Hire	04/09/17
Jensen, Lindsay A.	Librarian 2	Promotion	04/23/17
*Keegan, Keith J.	Custodian	Department Transfer/Transition - CS	04/09/17
King, Regina D.	Custodian	New Hire	04/09/17

\*Department Transfer from Convention Center to Library

**PUBLIC WORKS**

Stone, Cortnye A.	Admin Svcs Officer 4	New Hire	03/27/17
Phillips, Clarence E.	Equipment Operator Senior	Promotion	04/10/17
Bowen, Zachary T.	Maint & Repair Worker	New Hire	04/10/17
Cervantes, Christian A.	Maint & Repair Worker	New Hire	04/10/17
Tyler, Brandon J.	Maint & Repair Worker	New Hire	04/10/17
Warner, Justin R.	Maint & Repair Worker	New Hire	04/10/17

**SHERIFF**

Alexander, Jobie L.	Correctional Officer 2	Promotion	04/23/17
Griffy, Jarrod J.	Correctional Officer 2	Promotion	04/23/17
Higgins, Emile L.	Correctional Officer 2	Promotion	04/23/17
*Adamberger, Derek A.	Correctional Officer 1	Class Change	04/21/17
*Morales, Nikki Marian P.	Correctional Officer 1	Class Change	04/21/17
*Morse, Jacob P.	Correctional Officer 1	Class Change	04/21/17
*Saunders, Jacquelin M.	Correctional Officer 1	Class Change	04/21/17
*Worman, Zachary E.	Correctional Officer 1	Class Change	04/21/17

\*Class Change from Correctional Officer Trainee to Correctional Officer 1

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>SOCIAL SERVICES</u></b>			
Rivers, Marcel A.	Social Worker	New Hire	04/03/17
<b><u>WATER SERVICES</u></b>			
*Henderson, Gregory B.	Plumber	Class Change/Lateral	04/08/17

\*Class Change from Water Maintenance Leader 2 (TL9) to Plumber (TG11)

**(C) TERMINATIONS/ PENSIONS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Gleaves Jr, Roy D.	Mech/Gas Inspector 2	Pension	Codes Administration	04/14/17
Shaffernocker, Chandler E.	Emer Telecommunications Off 1	Resignation	ECC	03/31/17
Milligan, Connie B.	Emer Telecommunications Off 4	Pension	ECC	04/13/17
Perry, Phyllis W.	Emer Telecommunications Off 4	Pension	ECC	03/31/17
Haas, Brian D.	Admin Svcs Mgr	Resignation	Fire	03/31/17
Smotherman, Stacy L.	Admin Svcs Officer 4	Pension	Fire	04/19/17
Useton, Paul R.	Fire Engineer	Pension	Fire	03/17/17
Holt, Steven E.	Fire Services Deputy Director	Pension	Fire	04/12/17
Nelson, Jaymie D.	Technical Specialist 1	Resignation	General Services	04/14/17
Zaimah, Rasheed K.	Probation Officer 1	Resignation	Juvenile Court	04/17/17
Harr, Jephy R.	Bldg & Grnds Electrician	Resignation	Parks	03/29/17
Johnson, Derrick S.	Maintenance & Repair Worker	Resignation	Parks	04/06/17
Winfrey, Dennis S.	Maintenance & Repair Worker Se	Dismissal	Parks	03/20/17
Flanagan, Sean M.	Recreation Leader	Resignation	Parks	04/13/17
Langley, Keneth	Special Programs Coord	Pension	Parks	04/20/17
Baker, Michael L.	Police Officer 2	Pension	Police	03/22/17
Gross, Lori L.	Police Officer 2	Pension	Police	03/31/17
Joyner Jr, Paul R.	Police Officer 2	Resignation	Police	04/14/17
Kidd, Garrett S.	Police Officer 2	Resignation	Police	03/20/17
Morton, Darryl D.	Police Officer 2	Pension	Police	04/12/17
Pace, Chaz M.	Police Officer 2	Resignation	Police	04/05/17
Sharp Jr, Lloyd L.	Police Officer 2	Pension	Police	03/31/17
Anderson, David A.	Police Officer 2-Fld Trng Ofcr	Pension	Police	03/29/17
Emberton, Larry B.	Police Operations Asst 3	Resignation	Police	04/07/17
Rucker, Sarah Y.	Police Operations Asst 3	Pension	Police	04/10/17
Daniels, Andrea L.	Police Operations Coord 2	Pension	Police	04/15/17
Daniels, Eula J.	Police Operations Coord 2	Pension	Police	03/31/17
Espinosa, Sergio A.	Police Sergeant	Resignation	Police	04/06/17
Houk, Christopher G.	Police Sergeant	Resignation	Police	04/06/17
Harper, Katherine C.	Police Youth Counselor 2	Pension	Police	03/31/17
Zeller, Clayton C.	Technical Specialist 2	Pension	Police	03/31/17
Cox, Ricky J.	Custodian	Dismissal	Public Library	04/20/17
Green, Klani E.	Librarian 2	Resignation	Public Library	03/29/17
Jackson, James C.	Maintenance & Repair Worker Sr	Resignation	Public Library	04/21/17
Herring, Julie N.	Admin Asst	Resignation	Public Works	04/19/17
Camacho, Mark A.	Equipment Operator Senior	Resignation	Public Works	04/07/17
Hiltz, Paul D.	Finance Mgr	Pension	Public Works	03/31/17

**(C) TERMINATIONS/ PENSIONS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Clark Jr, James K.	Maintenance & Repair Worker	Resignation	Public Works	04/21/17
Corvin, James R.	Maintenance & Repair Worker	Dismissal	Public Works	04/13/17
Dobbs, Victor H.	Maintenance & Repair Worker	Deceased	Public Works	04/05/17
Moore, Jalen C.	Maintenance & Repair Worker	Resignation	Public Works	04/04/17
Ezell, Jeffrey C.	Recycling Coord	Resignation	Public Works	03/31/17
Kesler, David L.	Correctional Officer 1	Resignation	Sheriff	04/07/17
Newman, Derrick B.	Correctional Officer 1	Resignation	Sheriff	03/28/17
Reed, Travis W.	Correctional Officer 1	Resignation	Sheriff	04/02/17
Rhodes, Tiffany L.	Correctional Officer 2	Resignation	Sheriff	04/10/17
Walker, Rickey J.	Correctional Officer 2	Pension	Sheriff	04/21/17
Darvin III, Caleb H.	Customer Service Field Rep	Pension	Water Services	04/14/17
Jones, Tyler M.	Customer Service Field Rep	Resignation	Water Services	04/20/17
Pearson, James K.	Equipment Operator	Resignation	Water Services	04/21/17
Luton III, Luther L.	Treatment Plant Mgr	Pension	Water Services	04/07/17
Carter, Daniel J.	Water Maintenance Technician	Resignation	Water Services	04/15/17

**(D) ELIGIBILITY REGISTER REPORT**

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Equipment Mechanic	General Services	49	Cont	04/04/17	E
Administrative Services Officer 3 - Finance	Finance	2	Dept	04/05/17	E
Security Guard - Library	Public Library	163	Open	04/06/17	E
Water Maintenance Leader 2 - Gradall	Water Services	1	Open	04/06/17	E
Office Support Specialist - NPL Adm Services	Public Library	101	Open	04/07/17	A
Technical Specialist 1 - Cross Connections	Water Services	12	Dept	04/10/17	E
Technical Specialist 1 - Sewer Maintenance	Water Services	11	Dept	04/10/17	E
Technical Specialist 1 - MWS Planning	Water Services	18	Dept	04/10/17	E
Correctional Officer Lieutenant	Sheriff's Office	4	Dept	04/12/17	E
Police Operations Coordinator 2 - Training	Police	8	Dept	04/12/17	E
Maintenance & Repair Worker Senior - Grounds	Parks	29	Cont	04/12/17	E
Specialized Skills Instructor - Fitness & Tennis	Parks	10	Open	04/13/17	E
Police Security Guard 1	Police	192	Cont	04/13/17	E
Circulation Supervisor	Public Library	65	Open	04/14/17	E
Signal Technician 1 - Traffic Operations	Public Works	32	Open	04/14/17	A
Maintenance & Repair Worker - Golf	Parks	8	Open	04/14/17	A
Compliance Inspector 3 - Public Works	Public Works	11	Open	04/14/17	E
Historic Preservationist 1	Historical Com	35	Open	04/17/17	E
Library Manager 2 - Cataloging	Public Library	3	Open	04/17/17	E
Applications Technician 1 - Parks/Payroll	Parks	119	Open	04/17/17	E
Procurement Officer 3	Finance	2	Dept	04/18/17	E
Building Maintenance Mechanic - Library	Public Library	16	Open	04/20/17	E
Environmental Laboratory Manager	Water Services	17	Open	04/20/17	E
Crime Lab Forensic Scientist 1 - Latent Prints	Police	2	Dept	04/21/17	A
Recreation Leader - Aquatics	Parks	12	Open	04/25/17	A
Adm Services Manager - Building Operations	Public Library	48	Open	04/25/17	E
Finance Manager - Public Works	Public Works	33	Open	04/26/17	E
Adm Assistant - Command Support	Police	15	Dept	04/26/17	A
Office Support Specialist 2 - Consolidated Maintenance	Parks	126	Open	04/27/17	E
Police Operations Coord 2 - Spec Ops	Police	8	Dept	04/28/17	E

**DEPARTMENTAL ITEM**

**HUMAN RESOURCES**

Item #1: Interim Director John Kennedy is requesting Leave from Civil Service Status for Christiana Mayo

**HUMAN RESOURCES**

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

Item #2: Review of Notice of Default and Initial Order – Gregory Williams, Parks - Dismissal

Item #3: Metro Police Department employee, Eric Hayes, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Item #4: Appeal of Medical Disqualification: MB, Applicant for Police Officer Trainee

Item #5: Appeal of Medical Disqualification: WD, Applicant for Police Officer Trainee

Item #6: Appeal of Medical Disqualification: CJ, Applicant for Police Officer Trainee

Item #7: Appeal of Medical Disqualification: DS, Applicant for Police Officer Trainee

Item #8: Appeal of Medical Disqualification: DV, Applicant for Police Officer Trainee

Item #9: Request to Extend the Police Lieutenant Promotional Register for six months

Item #10: Civil Service By-Law changes request

Item #11: Pay Plan Proposal

Item #12: Longevity Pay Resolution

Item #13: Job Description Changes

Item #14: Civil Service Pay Plan Rule and Policy changes request

Item #15: Civil Service Rule request – Paid Family Leave

Item #16: Civil Service Policy changes request

Item #17: Update on the Selection Process and Possible Appointment of a Permanent Human Resources Director

Item #18: Administrative Law Judge Hearing Calendar

Item #19: Human Resources Updates

Item #20: Communiqués from the public on pending hearings

**Requests for ADA accommodation should be directed to the Metro Human Resources Dept. @ 615-862-6640**