



METROPOLITAN CIVIL SERVICE COMMISSION

A G E N D A

November 14, 2017

8:30 a.m.

Howard Office Building
Sonny West Room

700 2nd Avenue South
Nashville, Tennessee 37210

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

OTHER MEMBERS: Shannon B. Hall, Human Resources Director; Nicki Eke, Metro Legal Department Attorney

- (A) Approval of October 10, 2017 Civil Service Meeting Minutes
- (B) Approval of Appointments
- (C) Approval of Terminations/Pensions
- (D) Approval of Eligibility Register Report

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>
<u>CODES ADMINISTRATION</u>			
Patterson, Teresa A.	Application Tech 2	Promotion	10/09/17
Ramer, Douglas M.	Bldg Inspector 1	New Hire	10/09/17
<u>FINANCE</u>			
Mullins, Amanda D.	Accountant 2	Re-hire	10/23/17
Weedman, Sara M.	Finance Officer 3	New Hire	10/16/17
<u>FIRE</u>			
Underwood, William A.	Fire Inspector 1	New Hire	10/16/17
<u>GENERAL SERVICES</u>			
Clark, Scott W.	Admin Svcs Officer 3	New Hire	10/23/17
Hartman, Timothy A.	Automotive Mechanic	Promotion	10/23/17
<u>HISTORICAL COMMISSION</u>			
Eller, Caroline C.	Historic Preservationist 1	New Hire	10/02/17
<u>HUMAN RESOURCES</u>			
Tomkinson, Leilani J.	Admin Svcs Officer 4	Promotion	10/09/17
Harris Jr, Robert Lee	Human Resources Analyst 2	Re-hire	10/23/17
Young, Robert S.	Human Resources Analyst 2	New Hire	10/23/17
Wilson, Michael A.	Human Resources Analyst 3	Promotion	10/09/17
Workings, Vechelle B.	Professional Spec	Promotion	10/09/17
Davis, Katherine Sanders	Veteran's Services Officer	New Hire	10/30/17
<u>INFORMATION TECHNOLOGY SERVICES</u>			
McWright, Maxwell H.	Info Systems App Analyst 1	Promotion	09/25/17
Jarvis, Timothy R.	Information Sys Media Tech 1	Re-hire	10/07/17
Lawson, Kale A.	Information Sys Oper Tech 2	Promotion	09/25/17
Lyng, Tammy K.	Information Systems Advisor 2	Promotion	10/16/17
<u>JUVENILE COURT</u>			
*Eggerson, Kimberly D.	Probation Officer 1	Transition to Civil Service	09/25/17

*Transition to CS from a Grant Funded position

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PARKS</u>			
Hogan, Robert S.	Bldg & Grnds Electrician	Re-hire	09/22/17
*Thrower, Trevor S.	Custodian	Class Change/Lateral	09/29/17
Deluca, Paul V.	Maintenance & Repair Worker	New Hire	09/29/17
Hoover Jr, Mark J.	Maintenance & Repair Worker	New Hire	10/09/17
James, Justin C.	Maintenance & Repair Worker	Re-hire	10/30/17
King, Ezechial R.	Maintenance & Repair Worker	New Hire	10/16/17
Langley Jr, Mitchell R.	Maintenance & Repair Worker	New Hire	10/02/17
Nelson, Kristopher G.	Maintenance & Repair Worker	New Hire	10/16/17
Taylor, Clifford S.	Maintenance & Repair Worker	New Hire	10/06/17
^Anderson, Rachel M.	Naturalist 3	Transition to Civil Service	10/20/17
Odom, Monique N.	Parks & Recreation Dir	Promotion	10/05/17
**Khamken, Malynna T.	Program Coord	Transition to Civil Service	09/22/17
^^Patterson, Estelle R.	Recreation Leader	Demotion	10/06/17
Allen, Dana S.	Specialized Skills Instr	Promotion	10/20/17

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

^Transition to CS from Grant Funded position

**Transition to CS from a Part Time position

^^Demotion from Program Coord (ST9) to Recreation Leader (ST7)

POLICE

*Cook, Susan H.	Admin Svcs Officer 2	Transition - Civil Service	10/01/17
Bright, Emily N.	Crime Lab Forensic Supv	Promotion	10/16/17
^Simmons, Jennisha C.	Police Operations Asst 1	Department Transfer/Transition - CS	10/16/17
Hines, Katharlyn M.	Police Operations Coord 1	Promotion	10/01/17
Sadler, Kelly J.	Police Operations Coord 2	Promotion	10/16/17

*Transition to CS from a Part Time position

^Department Transfer from Library (Library Page, ST2) to Police (Police Operations Asst 1, ST4)

PUBLIC LIBRARY

Wingate, Katherine Z.	Circulation Asst 1	Re-hire	10/23/17
*Sloan III, Douglas O.	Info Systems App Tech 1	Department Transfer/Class Change	10/09/17
Conklin, Christopher Todd	Pub Info Coord	New Hire	10/09/17

*Department Transfer from ITS (IS Operations Tech 1, OR1) to Library (IS Application Tech 1, OR1)

PUBLIC WORKS

Bradley, David W.	Equipment Operator	New Hire	10/23/17
Ferguson, Robert J.	Equipment Operator	Promotion	10/10/17
Ford, Kenneth R.	Equipment Operator	Promotion	10/10/17
Ridiner, Mitchell T.	Equipment Operator	Promotion	10/10/17
Burum, Michael T.	Equipment Operator Senior	Promotion	10/10/17
Fite, William T.	Equipment Operator Senior	Promotion	10/10/17
*Kincade Jr, Bobby L.	Equipment Operator Senior	Class Change	10/10/17
^McMurtry, Samuel L.	Equipment Operator Senior	Class Change	10/10/17

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
**Moore, Titus E.	Equipment Operator Senior	Return From Pension	10/09/17
Ragland Jr, Marty L.	Equipment Operator Senior	Re-hire	10/10/17
Baggett, Donovan A.	Maintenance & Repair Worker	New Hire	10/23/17
Brown, Carlos	Maintenance & Repair Worker	New Hire	10/10/17
Dean, Christopher L.	Maintenance & Repair Worker	New Hire	10/10/17
Felts, Zachary D.	Maintenance & Repair Worker	New Hire	10/24/17
Gillson, Coty J.	Maintenance & Repair Worker	New Hire	10/10/17
Holt, Daniel W.	Maintenance & Repair Worker	New Hire	10/10/17
Jones, Cody T.	Maintenance & Repair Worker	Re-hire	10/10/17
Lamborn, Trever R.	Maintenance & Repair Worker	New Hire	10/24/17
Ragan, David H.	Maintenance & Repair Worker	New Hire	10/24/17
Simpson IV, Henry	Maintenance & Repair Worker	New Hire	10/23/17
Townsend, Drake A.	Maintenance & Repair Worker	New Hire	10/10/17
^^Oliver, Christopher D.	Office Support Spec 1	Department Transfer/Promotion	10/09/17
Sneed, Kash D.	Sanitation Worker	Re-hire	10/10/17
***Woody, Brian L.	Sanitation Worker	Class Change/Lateral	10/10/17
Walters, Jeffy W.	Signal Tech 1	Promotion	10/10/17

*Class Change from M&R Worker (TG5) to Equipment Operator Sr (TG9)

^Class Change from Sanitation Worker (TG5) to Equipment Operator Sr (TG9)

**Return from Pension to same classification

^^Department Transfer from Water (Office Support Rep 3, ST6) to Public Works (Office Support Spec 1, ST7)

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

WATER SERVICES

Schnell, Kristi M.	Engineer 2	New Hire	10/21/17
Tesfu, Amanuel H.	Treatment Plant Tech 1	New Hire	10/21/17

(C) TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Wiles, Kristopher M.	Property Stan Insp 1	Resignation	Codes Administration	10/04/17
Hudson, Stacey M.	Admin Svcs Officer 3	Resignation	Finance	10/06/17
Birdwell, David W.	Fire Commander	Pension	Fire	10/11/17
Maynard, Bonnie G.	Fire District Chief	Pension	Fire	10/06/17
Gibson, Cory A.	Fire Fighter/Paramedic	Resignation	Fire	09/22/17
Ashburn, Jerry F.	Paramedic 2	Pension	Fire	10/10/17
Lawrence-Morris, Eva J.	Paramedic 2	Pension	Fire	10/02/17
Perez, Samantha L.	Professional Spec	Resignation	Human Relations Commission	09/22/17
Parker, Charles A.	Information Sys Oper Tech 1	Resignation	ITS	10/15/17
Pedersen, Terry M.	Information Sys Oper Tech 1	Dismissal	ITS	09/13/17
Greenlee, Dezmon E.	Maintenance & Repair Worker	Dismissal	Parks	09/29/17
Smith, Tammie M.	Recreation Leader	Pension	Parks	09/26/17
Edwards, Lou T.	Admin Asst	Pension	Planning Commission	09/29/17
Crowe, William C.	Police Officer 2	Resignation	Police	09/21/17
Ellis, Paul K.	Police Officer 2	Resignation	Police	09/22/17
Feinstein, Wesley E.	Police Officer 2	Dismissal	Police	10/10/17
Graves, Eric L.	Police Officer 2	Resignation	Police	10/15/17
Jayne, John L.	Police Officer 2	Resignation	Police	10/06/17
Nieves, Michael J.	Police Officer 2	Pension	Police	10/05/17
Howse Jr, Robert L.	Police Operations Coord 1	Dismissal	Police	09/28/17

(C) TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Lillard, Rochelle Y.	Police Security Guard 1	Resignation	Police	10/06/17
Stephens, Regina S.	Police Sergeant	Pension	Police	10/06/17
Jones, Saskia P.	Circulation Asst 1	Resignation	Public Library	10/16/17
Fears, Deandre A.	Circulation Asst 2	Resignation	Public Library	10/17/17
Pugh, Ronnie F.	Library Mgr 1	Pension	Public Library	09/30/17
Thomas, Keosha L.	Program Spec 1	Resignation	Public Library	10/20/17
Laman, Charles E.	Equipment Operator	Dismissal	Public Works	10/13/17
Anderson, James W.	Equipment Operator Senior	Pension	Public Works	09/29/17
Young, Marcus L.	Equipment Operator Senior	Pension	Public Works	10/18/17
Cervantes, Christian A.	Maintenance & Repair Worker	Dismissal	Public Works	10/20/17
Cobb, Omar K.	Maintenance & Repair Worker	Resignation	Public Works	10/17/17
Smith, Javonte R.	Maintenance & Repair Worker	Resignation	Public Works	10/17/17
Antwi Jr, Ernest K.	Correctional Officer 1	Resignation	Sheriff	09/25/17
Fann, Charles B.	Correctional Officer 1	Resignation	Sheriff	10/02/17
Santiago, Gabriel M.	Correctional Officer 1	Resignation	Sheriff	09/24/17
Swims, Erin A.	Correctional Officer 1	Resignation	Sheriff	10/20/17
Walker, Roman D.	Correctional Officer 1	Resignation	Sheriff	09/29/17
Warren, Audrey D.	Correctional Officer 1	Resignation	Sheriff	09/29/17
Williams, Daniel D.	Correctional Officer 1	Resignation	Sheriff	10/17/17
Douglas, Anthony L.T.	Correctional Officer 2	Resignation	Sheriff	09/28/17
Wilkerson, Lynous E.	Correctional Officer 2	Resignation	Sheriff	10/13/17

(D) ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ ABOLISH</u>
Police Officer Trainee	Police	30	Cont.	10/01/17	E
Sanitation Worker	Public Works	29	Cont.	10/02/17	E
Equipment Operator Sr- Roads & Waste	Public Works	64	Open	10/02/17	E
Human Resources Analyst 3	Human Resources	1	Dept.	10/02/17	A
Library Manager 3	Public Library	52	Open	10/03/17	A
Police Operations Coord. 1-Records	Police	7	Dept.	10/04/17	A
Application Technician 2	Codes	37	Open	10/05/17	E
IS Media Technician 1 - PEG	ITS	13	Open	10/05/17	E
Public Information Coordinator	Public Library	113	Open	10/09/17	E
Police Captain	Police	19	Dept.	10/10/17	E
Human Resources Analyst 2-Benefits	Human Resources	42	Open	10/10/17	E
Admin Services Officer 3-Fac. & Logistics Mgr	General Services	32	Open	10/11/17	E
Adm Services Officer 2 - Crossing Guards	Police	30	Open	10/11/17	E
Finance Assistant Director	Finance	61	Open	10/13/17	A
Zoning Examiner	Codes	28	Cont.	10/17/17	E
Engineer 2	Water	20	Open	10/18/17	E
Office Support Representative 3	Codes	166	Open	10/18/17	E
Crime Lab Forensic Supervisor-Drug ID	Police	1	Dept.	10/18/17	E
IS Applications Technician 1	Public Library	128	Open	10/19/17	E
Police Operations Analyst 2-Fiscal Affairs	Police	69	Open	10/19/17	E
Administrative Assistant	Public Works	1	Dept.	10/19/17	A
Professional Specialist-Policy & Research	Human Relations	87	Open	10/20/17	E
Technical Specialist 1-Fleet-Upfit Shop	General Services	5	Dept.	10/20/17	E
Water Quality Analyst 3	Water Services	21	Open	10/23/17	E
Human Resources Analyst 1-Training	Human Resources	207	Open	10/23/17	A
Custodial Service Assistant Supervisor	Public Library	10	Open	10/24/17	E

(D) ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ ABOLISH</u>
Social Worker	Social Services	90	Open	10/24/17	A
Social Worker Senior	Social Services	20	Open	10/24/17	A
Parking Patrol Officer 1	Public Works	1	Dept.	10/24/17	A
Automotive Mechanic	General Services	14	Cont.	10/25/17	E
Industrial Electrician 1	Water	17	Open	10/26/17	E
System Services Assistant Manager	Water	19	Open	10/26/17	E
Specialized Skills Instructor - Visual Arts	Parks	42	Open	10/27/17	E
IS Applications Analyst 3	Water	21	Open	10/27/17	A
Admin Services Mgr-Building Mgr	Public Library	47	Open	10/27/17	A
Fire Chief	Fire	6	Dept.	10/27/17	A
Correctional Officer Trainee	Sheriff	25	Cont.	10/30/17	E
Crime Lab Forensic Scientist 1-Drug ID	Police	2	Dept.	10/31/17	E
Maint. & Repair Worker Senior-Mailroom	Public Library	24	Open	10/31/17	E
Crime Lab Forensic Scientist 1-Drug ID	Police	2	Dept.	10/31/17	E
Program Supervisor (Puppet Truck)	Public Library	17	Open	10/31/17	E

DEPARTMENTAL ITEMS**PUBLIC LIBRARY**

Item #1: Director Kent Oliver requests revisions to the Departmental Rules

SHERIFF'S OFFICE

Item #2: Leave from Civil Service Status for Demetria Fields

HUMAN RESOURCES

Human Resources Director, Shannon B. Hall, submits the following for the Commission's consideration and appropriate action:

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

Item #4: Metro Fire Department employee, Daniel Tinnon, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

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

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

Item #7: Grievance Request – Paid Family Leave

Item #8: Job Description Revisions requested by the Nashville Fire Department

Item #9: Civil Service Policy changes request

Item #10: Civil Service Policy changes request – 6.1 Substance Abuse Policy

Item #11: Report on Benefit Board Election Results (Metro Charter 13.03) Fire Department Employee Representative

Item #12: Requesting approval to conduct a Benefit Board Election for Police Department employee representative on December 21, 2017

Item #13: Administrative Law Judge Hearing Calendar

Item #14: Human Resources Updates

Item #15: Communiqués from the public on pending hearings

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