



METROPOLITAN CIVIL SERVICE COMMISSION

A G E N D A

December 12, 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 November 14, 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>			
Anderson, Anisha F.	Office Support Rep 3	New Hire	11/06/17
Swann, Stokes R.	Property Stan Insp 1	New Hire	11/06/17
<u>FINANCE</u>			
*Washington, Lawanda A.	Application Tech 2	Department Transfer/ Transition - Civil Service	11/20/17
Walker, Sandra M.	Finance Admin	Promotion	11/20/17
Ojo, Abayomi B.	Management & Budget Analyst 2	New Hire	11/27/17
Dillinger, Matthew A.	Procurement Officer 2	New Hire	11/20/17
*Department Transfer from MAC (Program Asst) to Finance (Application Tech 2, ST8)			
<u>FIRE</u>			
Brown, Linda J.	Fire Inspector 1	New Hire	11/16/17
*Fudge, Christopher A.	Paramedic 1	Class Change/Lateral	11/01/17
*Quintana, Jesse J.	Paramedic 1	Class Change/Lateral	11/01/17
*Class Change from EMT 2 (PF4) to Paramedic 1 (PF4)			
<u>GENERAL SERVICES</u>			
Harris, Kevin J.	Technical Specialist 1	Promotion	10/23/17
Alexander, William T.	Technical Specialist 2	New Hire	11/06/17
<u>HUMAN RELATIONS COMMISSION</u>			
Imran, Sarah	Professional Spec	New Hire	11/13/17
<u>HUMAN RESOURCES</u>			
Gordon, Tamera R.	Human Resources Analyst 2	Promotion	11/06/17
Simmons-Trotter, Janet S.	Human Resources Analyst 3	Promotion	11/06/17
Hadley, Wanda C.	Human Resources Mgr	New Hire	11/27/17
<u>INFORMATION TECHNOLOGY SERVICES</u>			
Rawls, John A.	Info Sys Comm Analyst 2	Promotion	11/06/17
Peery, Laura E.	Info Systems App Analyst 2	Promotion	11/06/17
Jackson, Oliver D.	Information Sys Oper Tech 1	New Hire	11/06/17
Lyons, Kevin D.	Information Systems Advisor 1	Promotion	10/23/17
Weathers, Margaret E.	Information Systems Advisor 1	New Hire	11/04/17
<u>JUVENILE COURT</u>			
Peacock, Caren J.	Office Support Rep 3	New Hire	11/13/17

PARKS

Bisch, Susan L.	Application Tech 2	Promotion	11/17/17
Hall, Kristen L.	Maintenance & Repair Worker	New Hire	11/13/17
Thornton, Virginia A.	Program Coord	Promotion	11/03/17
*McCollum, Donelle D.	Specialized Skills Instr	Transition - Civil Service	11/01/17

*Transition to CS from Part Time status

POLICE

Fulton, Kayla M.	Crime Lab Forensic Scientist 1	Promotion	11/01/17
Tilley, Sharon L.	Crime Lab Forensic Scientist 1	Promotion	11/01/17
Zhu, Qingxiao	Info Systems App Analyst 3	New Hire	11/01/17
*Ferrari, Amy L.	Police Operations Analyst 2	Class Change/Lateral	11/16/17
Lawrence, Shenika N.	Police Operations Analyst 2	Promotion	11/16/17
Lawdonski, John Adolph	Police Operations Asst 1	New Hire	11/16/17
^Lockridge, Anita Y.	Police Operations Asst 3	Voluntary Reduction in Salary Grade	10/30/17

*Class Change from ASO 3 (OR 3) to Police Operations Analyst 2 (ST10)

^Voluntary Reduction from Police Operations Coord 1 (ST 7) to Police Operations Asst 3 (ST 6)

PUBLIC LIBRARY

*Nesmith, Taja D.	Circulation Asst 1	Transition - Civil Service	11/20/17
Thomas Jr, Calvin M.	Custodial Svcs Asst Supv	Promotion	11/06/17
Coakley, Aretha N.	Library Assoc 1	Promotion	11/20/17
Celestine, Mark A.	Maintenance & Repair Worker Sr	New Hire	11/06/17
Wilson, Bret G.	Program Supv	New Hire	11/06/17

*Transition to CS from Part Time status

PUBLIC WORKS

Kirkpatrick Jr, Arthur H.	Admin Svcs Division Manager	Promotion	11/20/17
Crafton, Brandon N.	Equipment Operator	Promotion	11/06/17
Holt Jr, Edwin T.	Equipment Operator	Promotion	10/24/17
Lee, Tony T.	Equipment Operator	Promotion	11/06/17
*Parker, Jerry J.	Equipment Operator	Voluntary Reduction in Salary Grade	11/06/17
Sartain, Dylan L.	Equipment Operator	Promotion	11/06/17
Whitaker-Meeker, Brandon L.	Equipment Operator	Promotion	11/06/17
Drake, Joshua K.	Equipment Operator Senior	Re-hire	11/07/17
Hines III, Charles W.	Equipment Operator Senior	Promotion	11/06/17
Holt, Treondus T.	Equipment Operator Senior	Promotion	11/06/17
McCormick, Maria D.	Finance Officer 3	Re-hire	11/06/17
Patterson, Tara G.	Finance Officer 3	New Hire	11/06/17
Fossett, Patrick W.	Maintenance & Repair Worker	New Hire	11/06/17
Holloway IV, Willie D.	Maintenance & Repair Worker	New Hire	11/06/17
Pope, Michael L.	Maintenance & Repair Worker	New Hire	11/06/17
Swann, Simeon S.	Maintenance & Repair Worker	Re-hire	11/06/17
Ward, Marvin R.	Maintenance & Repair Worker	New Hire	11/06/17
^Canfield, Kellie Ann	Office Support Spec 1	Department Transfer/Class Change	11/20/17
Downs, Jesse T.	Sanitation Worker	New Hire	11/21/17
Killebrew, Antoine R.	Sanitation Worker	New Hire	11/21/17
Pitts, Andre D.	Sanitation Worker	New Hire	11/07/17

*Voluntary Reduction from Equipment Operator Sr (TG9) to Equipment Operator (TG7)

^Department Transfer from Water (Service Rep 2, ST7) to Public Works (Office Support Specialist 1, ST7)

SHERIFF

*Barnes, Laporsche T.	Correctional Officer 1	Class Change	11/17/17
*Bastien, Sherwin N.	Correctional Officer 1	Class Change	11/17/17
*Bell, Shannun T.	Correctional Officer 1	Class Change	11/17/17
*Caston, Charity J.	Correctional Officer 1	Class Change	11/17/17
*Cobbs, Jennifer R.	Correctional Officer 1	Class Change	11/17/17
*Glenn, Lewis Dominick	Correctional Officer 1	Class Change	11/17/17
*Groce, Kristy R.	Correctional Officer 1	Class Change	11/17/17
*Hazelwood, Pintauro R.	Correctional Officer 1	Class Change	11/17/17
*Houston, Ebony N.	Correctional Officer 1	Class Change	11/17/17
*Jackson, Avery Z.	Correctional Officer 1	Class Change	11/17/17
*Johnson, Christian D.	Correctional Officer 1	Class Change	11/17/17
*Jones, Devonte L.	Correctional Officer 1	Class Change	11/17/17
*Long, Kiana M.	Correctional Officer 1	Class Change	11/17/17
*Loredo Jr, David	Correctional Officer 1	Class Change	11/17/17
*Maples, Ryan L.	Correctional Officer 1	Class Change	11/17/17
*Perkins, Austin J.	Correctional Officer 1	Class Change	11/17/17
*Rasheed, Hasan Kahlil Ibn	Correctional Officer 1	Class Change	11/17/17
*Robinson, Donavane N.	Correctional Officer 1	Class Change	11/17/17
*Schreiber, William T.	Correctional Officer 1	Class Change	11/17/17
*Smith, Jimmy M.	Correctional Officer 1	Class Change	11/17/17
*Walker Jr, Thomas M.	Correctional Officer 1	Class Change	11/17/17
*Wilborn, Jessica R.	Correctional Officer 1	Class Change	11/17/17
*Williams, Joshua A.	Correctional Officer 1	Class Change	11/17/17
*Zimmerman, Katie M.	Correctional Officer 1	Class Change	11/17/17
Brooks, Ben W.	Correctional Officer 2	Promotion	11/12/17
Fisher, Latavia H.	Correctional Officer 2	Promotion	11/12/17
Kovalik, Richard A.	Correctional Officer 2	Promotion	11/12/17
Matthews, Trevor K.	Correctional Officer 2	Promotion	11/12/17
McKinney, Patrick D.	Correctional Officer 2	Promotion	11/12/17
Robertson, Telina A.	Correctional Officer 2	Promotion	11/12/17

*Class Change from CO Trainee to CO 1

WATER SERVICES

Butler, Grejerian D.	Customer Service Field Rep	New Hire	11/18/17
Griffin, Jonathan B.	Customer Service Field Rep	Re-hire	11/18/17
Moore, Jalen C.	Customer Service Field Rep	Re-hire	11/18/17
Simpkins, Deana A.	Customer Service Field Rep	New Hire	11/18/17
*Barkley, Russell S.	Customer Service Field Rep Sr	Class Change/Lateral	11/04/17
Birch, Kyle E.	Engineer 2	New Hire	11/18/17
Kelley, Lynda L.	Engineer Technician Senior	Re-hire	11/18/17
Allen, Alcenda S.	Indust Electrician 1	New Hire	11/18/17
McCoy, James A.	Indust Electrician 1	Promotion	11/04/17
Eldridge, Hakem	Masonry Worker	Promotion	11/18/17
Madden, John	Masonry Worker	Promotion	11/18/17
Stewart, Veronica M.	Office Support Rep 3	New Hire	11/18/17
Dodson Jr, Thomas L.	System Svcs Asst Mgr	Promotion	11/04/17
^Petersen, Denmark J.	Treatment Plant Tech 1	Department Transfer/ Voluntary Reduction in Grade	11/18/17
Pickens, Richard B.	Treatment Plant Tech 1	Re-hire	11/18/17
Fish, Diana E.	Water Quality Analyst 3	Promotion	11/04/17
Tucker, Brandon B.	Water Quality Analyst 3	Promotion	11/04/17

*Class Change from Plumber (TG11) to Customer Srv Field Rep Sr. (ST8)

^Department Transfer from Sheriff (Correctional Officer 1, CO1) to Water (Treatment Plant Tech 1, TG8)

(C) TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Jarrell, Donna M.	Emer Telecommunications Off 1	Resignation	DEC	10/31/17
Binkley, Dana W.	Fire Fighter 2	Deceased	Fire	11/01/17
Myers, Aaron B.	Fire Fighter/Paramedic	Pension	Fire	11/07/17
Thompson, Michael L.	Paramedic 2	Resignation	Fire	10/20/17
Todd, Paula Lynn	Paramedic 2	Resignation	Fire	10/27/17
Justice, Jeffrey T.	Equip Mechanic	Resignation	General Services	10/31/17
Poynor, Christopher J.	Master Tech	Resignation	General Services	11/05/17
Schuffman, Jan C.	Technical Specialist 1	Pension	General Services	11/03/17
Harrell, Leah M.	Info Systems App Analyst 3	Resignation	ITS	11/10/17
Conquest, Guy S.	Probation Officer 1	Resignation	Juvenile Court	11/17/17
Davis, Margie R.	Probation Officer 3	Pension	Juvenile Court	11/02/17
Griffiths, Robert E.	Warrant Officer 2	Pension	Juvenile Court	11/17/17
Lackey, Mary T.	Application Tech 2	Pension	Parks	10/31/17
Deshpande, Neel J.	Naturalist 3	Resignation	Parks	11/06/17
Garboczi, Paul R.	Recreation Leader	Resignation	Parks	11/09/17
Southall, Aeniah L.	Recreation Leader	Resignation	Parks	11/13/17
Seeback, Stacey A.	Crime Lab Forensic Technician	Resignation	Police	10/20/17
Olmeda Perez, Elvis N.	Helicopter Pilot	Resignation	Police	10/20/17
Luffman, Ethan B.	Police Officer 2	Resignation	Police	10/27/17
Taylor, Mary C.	Police Officer 2	Pension	Police	11/09/17
Taylor, William S.	Police Officer 2	Resignation	Police	10/25/17
Greer, Glendel S.	Police Operations Coord 2	Pension	Police	10/31/17
Casada, Ryan G.	Police Sergeant	Pension	Police	10/27/17
Henry, John M.	Police Sergeant	Pension	Police	11/01/17
Vogler, James K.	Info Systems App Tech 1	Resignation	Public Library	11/03/17
Burns, Julia G.	Librarian 2	Pension	Public Library	10/31/17
Doubet, Alice A. T.	Library Assoc 1	Resignation	Public Library	10/24/17
Baggett, Donovan A.	Maintenance & Repair Worker	Dismissal	Public Works	11/07/17
Stadelbauer, Jessica R.	Office Support Spec 1	Dismissal	Public Works	10/20/17
Burton, Bobby	Correctional Officer 1	Resignation	Sheriff	10/30/17
Fairchild, Jessica L.	Correctional Officer 1	Resignation	Sheriff	11/03/17
Lozer, Kareem S.	Correctional Officer 1	Resignation	Sheriff	11/06/17
Novak, Bryan E.	Correctional Officer 1	Resignation	Sheriff	11/09/17
Anderson, Willie L.	Correctional Officer 2	Pension	Sheriff	11/17/17
Gleaves, Derrick L.	Correctional Officer Lieut	Resignation	Sheriff	11/08/17
Hill, Jennifer Lee	Admin Svcs Division Manager	Pension	Water Services	10/31/17
Higgins, Emmanuel L.	Water Maintenance Technician	Resignation	Water Services	11/06/17

(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	95	Cont	11/01/17	E
IS Communication Analyst 2 - Comm	ITS	2	Dept	11/01/17	E
IS Advisor 1 - Com System Adm	ITS	1	Dept	11/01/17	E
Application Tech 2 - Payroll	Finance	44	Open	11/01/17	E
IS Advisor 2 - Telephone	ITS	1	Dept	11/02/17	E
Human Resources Analyst 3 - Benefits	Human Resources	4	Dept	11/03/17	E
Adm Services Div Manager - Permits	Public Works	2	Dept	11/03/17	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>
Adm Services Officer 3 - Codes	Codes Adm	18	Metro Wide	11/03/17	E
IS Advisor 1 - Police SAN	Police	11	Open	11/03/17	E
Engineer 2	Public Works	5	Open	11/07/17	E
IS Applications Analyst 2 - Business Analyst	ITS	8	Open	11/07/17	E
IS Advisor 1 - Server Support	ITS	12	Open	11/08/17	E
Human Resources Analyst 2	Human Resources	2	Dept	11/08/17	E
Finance Officer 3	Public Works	39	Open	11/08/17	E
Technical Specialist 2 - Landscape/Green	General Services	19	Open	11/08/17	E
Security Guard - Library	Public Library	162	Open	11/09/17	A
Librarian 2 - Collection Development	Public Library	16	Open	11/13/17	E
Librarian 2	Public Library	39	Open	11/14/17	E
Management & Budget Analyst 2	Finance	108	Cont	11/15/17	E
Application Tech 2 - Payroll	Parks	2	Dept	11/15/17	E
Human Resources Analyst 1 - HR/Benefits	Human Resources	119	Open	11/15/17	A
Customer Service Field Rep - WS	Water Services	204	Open	11/16/17	E
Engineering Tech Senior - Stormwater	Water Services	14	Open	11/17/17	E
Water Maintenance Technician	Water Services	91	Cont	11/17/17	E
Masonry Worker	Water Services	5	Open	11/17/17	E
Park Police Lieutenant	Parks	2	Dept	11/17/17	E
Crime Lab Forensic Scientist 1 - Prints	Police	3	Dept	11/20/17	E
Industrial Mechanic 1 - Operations	Water Services	41	Open	11/20/17	E
Adm Services Manager - Police Fiscal	Police	1	Dept	11/22/17	A
Human Resources Manager	Human Resources	82	Open	11/27/17	E
Procurement Officer 3	Finance	50	Open	11/28/17	A
Procurement Officer 3	Finance	1	Dept	11/28/17	A
Police Lieutenant	Police	57	Dept	12/12/17	E

DEPARTMENTAL ITEMS

POLICE

Item #1: Chief of Police Steve Anderson requests an Increment Advance for Police Security Guards 1 and 2

Item #2: Chief of Police Steve Anderson requests Open Range salary increases for the following

- a. Heather Watson, Crime Laboratory Business Manager - OR 07
- b. Lorita Marsh, Crime Lab Forensic Supervisor - OR 07
- c. Kristin Heil, Crime Lab Information Technology Manager - OR 07

HUMAN RESOURCES

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

Item #3: Review of Initial Order – Joe Pennington, Police - Dismissal

Item #4: Review of Initial Order – Danyelle Bennett, Emergency Communications - Dismissal

Item #5: Metro Police Department employee, Richard Lowry, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Item #6: Request for a Waiver of the State Residency Requirement, Jennifer Lane, Correctional Officer 1, DCSO

Item #7: Job Description Revisions

Item #8: Administrative Law Judge Hearing Calendar

Item #9: Human Resources Updates

Item #10: Communiqués from the public on pending hearings

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