



# METROPOLITAN CIVIL SERVICE COMMISSION

## MINUTES

July 10, 2018

8:30 a.m.

MNPS Board of Education  
Board Room

2601 Bransford Ave  
Nashville, Tennessee 37204

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

**MEMBERS ABSENT:** None

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

Chairman Farmer called the meeting to order and acknowledged the Union Representatives present: Mark Young, IAFF; Mark Naccarato, SEIU; James Smallwood, FOP. He then asked if there were any corrections or additions to the minutes of the last **Regular Meeting of June 12, 2018 and the Special Called Meeting on May 30, 2018.** Hearing none, he asked for a motion. Commissioner North moved to accept the minutes. Seconded by Commissioner Link, 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.

APPOINTMENTS  
TERMINATIONS / PENSIONS  
ELIGIBILITY REGISTER REPORT  
HUMAN RESOURCES ITEMS

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PG. 5  
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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
Herbert IV, William B.	Codes Admin Dir	Promotion	06/04/18

EMERGENCY COMMUNICATIONS

Peake, Jamie L.	Emer Telecomm Off 1	New Hire	06/18/18
Stewart, Natalie L.	Emer Telecomm Off 1	New Hire	06/18/18
*Culwell, Joshua W.	Emer Telecomm Off 4	Voluntary Reduction in Salary Grade	06/04/18

Voluntary Reduction in Grade from Emergency Telecom Supv (ET6) to Emergency Telecom Off 4 (ET4)

FINANCE

*Ward, James A.	Admin Svcs Officer 4	Transition - Civil Service	06/18/18
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\*Transition to CS from Emergency status

FIRE

*Bailey, Derek T.	Fire Fighter 2	Class Change	06/16/18
*Chapman, Charles A.	Fire Fighter 2	Class Change	06/16/18
*Cordell, Kyle L.	Fire Fighter 2	Class Change	06/16/18
*Crocker, Robert B.	Fire Fighter 2	Class Change	06/16/18
*Henderson, James P.	Fire Fighter 2	Class Change	06/16/18
*Johnson, Rachel A.	Fire Fighter 2	Class Change	06/16/18
*Lipscomb, Joshua L.	Fire Fighter 2	Class Change	06/16/18
*Owens, Reed A.	Fire Fighter 2	Class Change	06/16/18
*Ramsey, Jamal L.	Fire Fighter 2	Class Change	06/16/18
*Redding, Lauren E.	Fire Fighter 2	Class Change	06/16/18
*Rogers, Michael D.	Fire Fighter 2	Class Change	06/16/18
^Rowe, Cody J.	Fire Fighter 2	Class Change/Lateral	06/16/18
*Shepherd, Michael A.	Fire Fighter 2	Class Change	06/16/18
^Tomlinson, Richard S.	Fire Fighter 2	Class Change/Lateral	06/16/18
*Toney, Randall L.	Fire Fighter 2	Class Change	06/16/18
*Webb, Tiffany M.	Fire Fighter 2	Class Change	06/16/18
*Wickware, Timika E.	Fire Fighter 2	Class Change	06/16/18
*Williams IV, Charles R.	Fire Fighter 2	Class Change	06/16/18

\*Class Change from Fire Fighter 1 to Fire Fighter 2

^Class Change from EMT 2 (PF4) to Fire Fighter 2 (PF4)

GENERAL SERVICES

Pardue, Michael A.	Technical Specialist 2	Promotion	05/21/18
Worley, Leslie H.	Technical Specialist 2	Promotion	05/21/18

JUVENILE COURT

*Ahlgrim, Leslie A.	Admin Svcs Officer 4	Re-Classification	06/18/18
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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>JUVENILE COURT</u>			
Trapp, Lindsey M.	Probation Officer 1	New Hire	06/04/18

\*Reclassification due to a position audit

PARKS

Bergmiller, Brent A.	Maint & Repair Worker Sr	Promotion	06/15/18
*Hardin, Jacob D.	Park Police 1	Class Change	06/22/18
Tribue, Elona V.	Program Coord	Promotion	06/01/18
^Bobadilla, Andy J.	Recreation Leader	Transition - Civil Service	06/15/18
^Humphreys, Shayla J.	Recreation Leader	Transition - Civil Service	06/15/18
^Mason, Tia R.	Recreation Leader	Transition - Civil Service	06/15/18
^Morrow, Briana L.	Recreation Leader	Transition - Civil Service	06/15/18
^Robinson, Reginald L.	Recreation Leader	Transition - Civil Service	06/15/18

\*Class change from Park Police Trainee to Park Police 1

^Transition to CS from Part Time status

POLICE

Slattery, Dalton James	Crime Lab Forens Scientist 2	New Hire	06/16/18
Arichavala Centeno, Sofia Alejandra	Crime Lab Forensic Tech	New Hire	05/16/18
Stanley, Brian F.	Office Support Spec 1	Re-hire	06/01/18
*Hudson, Myra D.	Police Operations Asst 3	Voluntary Reduction in Salary Grade	06/25/18
^Sneekes, Christina Marie	Police Operations Coord 2	Transition - Civil Service	06/16/18
Moore, Larita J.	Police Security Guard 1	New Hire	06/16/18

\*Voluntary Reduction in Grade from Police Operations Analyst 2 (ST10) to Police Operations Asst 3 (ST6)

^Transition to CS from a Temporary Status

PUBLIC LIBRARY

Johnson, Dixie R.	Program Spec 1	New Hire	06/18/18
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PUBLIC WORKS

Osment Jr, George I.	Equipment Operator	Promotion	06/18/18
Eson, Friday O.	Equipment Operator Sr	Promotion	05/21/18
Jones, Cody T.	Equipment Operator Sr	Promotion	06/18/18
Clouse, Gary L.	Maint & Repair Leader	Promotion	06/18/18
Kizer, James M.	Maint & Repair Leader	Promotion	06/18/18
Crosslin, Cade H.	Maint & Repair Worker	New Hire	06/19/18
Neely, John D.	Maint & Repair Worker	New Hire	06/05/18
Swann, Simeon S.	Maint & Repair Worker	Re-hire	06/05/18
Escue, Monty R.	Technical Specialist 1	Promotion	06/18/18
Ragland, Marty L.	Technical Specialist 1	Promotion	05/21/18

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>WATER SERVICES</u>			
Nnadi, Brandon O.	Office Support Spec 2	Re-hire	06/01/18
*Tomberlain, Lisa A.	Office Support Spec 2	Voluntary Reduction in Salary Grade	06/02/18
Harrman, Jennifer A.	Public Info Rep	Promotion	06/02/18
Fleming, Robert C.	Water Maint Technician	New Hire	06/01/18
Ibido, Lionel E.	Water Maint Technician	New Hire	06/01/18
Kessler, Dylan E.	Water Maint Technician	New Hire	06/01/18
Todd, Jay P.	Water Maint Technician	New Hire	06/01/18
Woodard, James D.	Water Maint Technician	New Hire	06/01/18

\*Voluntary Reduction in Grade from Customer Srv Supv (ST11) to Office Support Spec 2 (ST8)

**MOTION:** After some discussion, Commissioner North moved for approval of the appointments as listed. Commissioner Sanders seconded, and the Commission approved without objection.

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Armstrong, Courtney J.	Emer Telecommunications Off 1	Resignation	DEC	06/01/18
Esquivel, Richard L.	Emer Telecommunications Off 1	Resignation	DEC	06/09/18
Nolan, Eugene F.	Finance Deputy Dir	Pension	Finance	06/15/18
Hunter, Michael W.	Equip Servicerc	Resignation	General Services	06/15/18
Walker, Tristan M.	Maintenance & Repair Worker Se	Resignation	Parks	06/08/18
Brinkley Jr, Garland	Recreation Leader	Resignation	Parks	06/07/18
Lambert, Adria L.	Specialized Skills Instr	Resignation	Parks	05/17/18
Hamilton, Rachel E.	Specialized Skills Supv	Resignation	Parks	06/15/18
Holt Sr, Jerry W.	Police Operations Supv	Pension	Police	05/31/18
Anderson, Gary L.	Technical Specialist 2	Resignation	Police	05/25/18
Williams, Sarah K.	Circulation Asst 1	Resignation	Public Library	06/07/18
Neighbors, Amanda N.	Engineer 1	Resignation	Public Works	05/25/18
Harmon Jr, Lloyd D.	Maintenance & Repair Worker	Resignation	Public Works	06/08/18
Dismang, Brandy N.	Office Support Spec 1	Deceased	Public Works	06/08/18
Addie-Coleman, Christopher M.	Correctional Officer 1	Resignation	Sheriff	06/14/18
Barnes, Laporsche T.	Correctional Officer 1	Resignation	Sheriff	06/01/18
Clark, Kinyatta K.	Correctional Officer 1	Resignation	Sheriff	06/04/18
Hayes, Ahnjahla K.	Correctional Officer 1	Resignation	Sheriff	05/30/18
Radcliff, Khadijah R.	Correctional Officer 1	Resignation	Sheriff	05/24/18
Pond, Catherine W.	Office Support Rep 2	Pension	Social Services	05/29/18
Gant II, Darrell W.	Indust Mechanic 1	Resignation	Water Services	06/15/18
Forbes, Jyshon M.	Water Maintenance Technician	Resignation	Water Services	05/21/18

**MOTION:** After some discussion, Commissioner North moved to accept the Termination/Pension report for the dates and reasons stated. Seconded by Commissioner Sanders, 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>
Recreation Leader	Parks	157	Cont	06/01/18	E
Police Officer Trainee	Police	9	Cont	06/01/18	E
Equipment Operator Sr. - Roads & Waste	Public Works	40	Cont	06/04/18	E
Codes Administration Director	Codes Adm	32	Open	06/04/18	E
Adm Services Officer 4 - Payroll	Finance	70	Open	06/04/18	E
Maintenance & Repair Worker	Public Works	41	Cont	06/05/18	E
Sanitation Worker	Public Works	43	Cont	06/05/18	E
Maintenance & Repair Leader	Public Works	33	Dept	06/07/18	E
Program Specialist 1 - Special Collections	Public Library	95	Open	06/11/18	E
Technical Specialist 1 - Maintenance Inspection	Public Works	21	Dept	06/13/18	E
Police Operations Coordinator 2 - Chief's Office	Police	102	Open	06/15/18	E
Industrial Electrician 1	Water Services	10	Open	06/18/18	E
Office Support Specialist 1 - Records Mgt	Metro Clerk	147	Open	06/18/18	E
Emergency Telecommunications Supervisor	DEC	9	Dept	06/19/18	A
Crime Lab Forensic Scientist 2 - Biology	Police	33	Open	06/19/18	E
Environmental Lab Manager	Water Services	16	Open	06/21/18	A
Police Security Guard 1	Police	142	Cont	06/21/18	E
Police Operations Assistant 1	Police	157	Cont	06/21/18	E
Correctional Officer Trainee	Sheriff	105	Cont	06/25/18	E
Equipment Operator	Water Services	19	Cont	06/25/18	E
Building & Grounds Electrician	Parks	14	Open	06/29/18	A

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

HUMAN RESOURCES

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

**(1: Review of Initial Order – Michael McKeon, Parks - Dismissal**

Michael McKeon and Metro Legal Attorney Jason Bobo, representing the Parks Department, were before the Commission to discuss the order.

**MOTION:** After some discussion, Vice-Chairman Corbitt moved to Uphold the Initial Order. Seconded by Commissioner Sanders, and the Commission approved with objection as follows: Vice-Chairman Corbitt – Aye; Commissioner Link – Nay; Commissioner North – Aye; Commissioner Sanders – Aye.

**(2: Review of Agreed Final Order – John Nicholson, MNPD - Suspension**

Officer John Nicholson, his representation Kim Gilleland, and Metro Legal Attorney Jason Bobo, representing the Police Department, were before the Commission to discuss the agreed order.

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

**(3: Review of Initial Order – David Terrazas, Police – Suspension/Dismissal**

Mr. Terrazas' representation Kim Gilleland, and Cyndi Gross, representing the Police Department, were before the Commission to discuss the Initial Order. They were later joined by Human Resources Analyst Seth Waltenbaugh.

**MOTION:** *After some discussion, Commissioner Sanders moved (i) to amend the Initial Order findings to state Equibolin was an immediate precursor to a controlled substance and Officer Terrazas violated the Substance Abuse Policy, as substantiated by expert testimony during the hearing before the Administrative Law Judge, (ii) to maintain the Initial Order's 4-day suspension for Officer Terrazas' non-work related use of MNPD's electronic databases, and (iii) to impose a suspension commencing on the date of Officer Terrazas' dismissal and ending on the date of the Commission's July 10, 2018 review of the Initial Order for violation of the Substance Abuse Policy. Seconded by Commissioner Link, and the Commission approved without objection.*

**(4: Metro Fire Department employee, Darryl Stevens, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation**

Fire Department Human Resources Manager Jamie Summers was before the Commission to discuss the request.

**MOTION:** *After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Mr. Stevens' IOD time through October 1, 2018. Seconded by Commissioner North, and the Commission approved without objection.*

**(5: Davidson County Sheriff's Office employee, Cody Latham, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation**

Cody Latham and Human Resources Analyst Seth Waltenbaugh were before the Commission to discuss the request.

**MOTION:** *After some discussion, Commissioner North moved to approve the request to extend Mr. Latham's IOD time through September 24, 2018. Seconded by Commissioner Link, and the Commission approved without objection.*

**(6: Appeal of Medical Disqualification: JC, Applicant for Police Officer Trainee**

Applicant JC and Civil Service Medical Examiner Gill Wright were before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION:** *After some discussion, Commissioner Link moved to approve the request for a waiver. Seconded by Commissioner North, and the Commission approved without objection.*

**(7: Appeal of Medical Disqualification: HD, Applicant for Police Officer Trainee**

Applicant HD and Civil Service Medical Examiner Gill Wright were before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended approval of the appeal.

**MOTION:** *After some discussion, Commissioner North moved to approve the request for a waiver. Seconded by Commissioner Link, and the Commission approved without objection.*

**(8: Appeal of Medical Disqualification: CK, Applicant for Police Officer Trainee**

Civil Service Medical Examiner Gill Wright was before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended denial of the appeal.

**MOTION:** *After some discussion, Vice-Chairman Corbitt moved to deny the request for a waiver. Seconded by Commissioner North, and the Commission approved without objection.*

**(9: Report of an Approved Departmental Layoff Plan for Information Technology Services**

Assistant Director Michael Taylor was before the Commission to discuss the plan, and was later joined by ITS Assistant Director Cyndy Maddox.

**ACTION:** *This was for a report only.*

**(10: Approval of a Memorandum of Understanding (MOU) between the Metropolitan Government of Nashville and Davidson County and the Fraternal Order of Police**

President James Smallwood and Assistant Director Michael Taylor were before the Commission to discuss the MOU.

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

**(11: Administrative Law Judge Hearing Calendar**

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.*

**(12: Human Resources Updates**

On June 20, Human Resources staff participated in the Job News Job Fair at Trevecca to talk about current job opportunities within Metro for all job seekers.

The Commission requested to be presented with a new FY 2019/20 Pay Plan by the end of 2018.

**ACTION:** *This was for a report only.*

**(13: Communiqués from the public on pending hearings**

There were none.

**With nothing further, the regular meeting adjourned at 10:52 a.m.**

**ATTEST:**

**APPROVED:**

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Shannon B. Hall, Director  
Secretary to the Commission

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William H. Farmer, Chairman  
Civil Service Commission