



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

October 9, 2018

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, and Jo Ann North.

MEMBERS ABSENT: Ethan Link

OTHER MEMBERS PRESENT: Shannon B. Hall, Metro Human Resources 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 September 11, 2018.** Hearing none, he asked for a motion. Commissioner North moved to accept the regular minutes. Seconded by Commissioner Sanders, 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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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
Porter, Michael R.	Mech/Gas Inspector 1	New Hire	09/24/18
Lewis, Lisa L.	Property Stan Insp 1	New Hire	09/10/18
<u>EMERGENCY COMMUNICATIONS</u>			
*Walsh, Denise Anne	Emer Telecomm Supv	Demotion	08/22/18
Cleghorn, Jared L.	Information Sys Oper Analyst 1	New Hire	08/27/18
*Demotion from Emergency Tele Manager (ET7) to Emergency Telecomm Supv (ET6)			
<u>FINANCE</u>			
Hess, Brandon S.	Finance Admin	Promotion	09/17/18
*Stone Jr, Roy H.	Finance Admin	Class Change/Lateral	08/27/18
*Class change from Administrative Svcs Manager (OR7) to Finance Admin (OR7)			
<u>HUMAN RESOURCES</u>			
Canup, Carrie K.	Application Tech 3	Promotion	09/10/18
McDermott, Ila A.	Human Resources Analyst 2	Promotion	09/10/18
<u>INFORMATION TECHNOLOGY SERVICES</u>			
Birtcil II, Theodore J.	Information Systems Advisor 1	New Hire	09/17/18
McKenzie, Ryan K.	Information Systems Advisor 1	New Hire	09/17/18
<u>PARKS</u>			
Dickson, Jonathan W.	Bldg & Grnds Electrician	New Hire	08/27/18
Carney, Stanley C.	Maintenance & Repair Leader	Promotion	08/31/18
Turner, Jaya D.	Recreation Leader	Re-Hire	09/14/18
Barry, Joseph R.	Seasonal Worker 2	New Hire	08/29/18
<u>POLICE</u>			
Mears, Crystal Dawn	Admin Svcs Officer 2	New Hire	09/01/18
Beard, Oriel Denishea	Computer Operator 2	New Hire	09/16/18
Ramos, Lani K.	Police Crisis Counseling Supv	Promotion	09/01/18
Kemp, Marshall	Police Operations Coord 1	Promotion	09/16/18
Colon Martinez, Jose Raul	Technical Specialist 2	New Hire	09/01/18
<u>PUBLIC LIBRARY</u>			
*Kennedy, Kelly Lee	Library Assoc 1	Transition - Civil Service	09/10/18

*Transition to CS from part time status

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PUBLIC WORKS</u>			
Johnson, Aisha	Customer Service Field Rep Sen	Promotion	08/27/18
*Ryman, Donna Ann	Professional Spec	Class Change/Lateral	08/27/18
Boyd, Samuel J.	Sanitation Worker	New Hire	08/28/18

*Class change from Administrative Spec (ST11) to Professional Spec (OR4)

SHERIFF

*Sykes, Frank Daniel	Correctional Officer 1	Demotion	09/17/18
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*Demotion from Correctional Officer 2 to Correctional Officer 1

WATER SERVICES

Waddell, Christopher H.	Cust Svc Asst Mgr	Promotion	08/25/18
Carson Bell, Jessica G.	Envir Compliance Officer 1	Promotion	08/25/18
Bailey, T'varis M.	Indust Electrician 1	Promotion	08/25/18
Givens, Daniel R.	Indust Mechanic 1	New Hire	09/08/18
Honeysucker, John W.	Special Asst To The Dir	Promotion	08/25/18
Cooper, Robert T.	Technical Specialist 2	Promotion	08/25/18
Cole, Gary A.	Treatment Plant Tech 1	New Hire	09/08/18
Cripps, J. Turner	Treatment Plant Tech 1	Re-Hire	09/08/18
Barton, Sam W.	Water Maint Leader 2	Promotion	09/08/18
Mumphrey, Kenneth M.	Water Maint Leader 2	Promotion	09/08/18
Lyons, Faith D.	Water Maintenance Technician	New Hire	08/25/18

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>
Stephens, Jimmy W.	Plans Examiner 2	Pension	Codes	09/07/18
Youngblood, Adam R.	Mech/Gas Inspector 1	Resignation	Codes	09/11/18
Dillinger, Matthew A.	Procurement Officer 2	Dismissal	Finance	09/11/18
Ojo, Abayomi B.	Management & Budget Analyst 2	Resignation	Finance	09/04/18
Rodriguez, Joan M.	Emerg Medical Tech 1	Resignation	Fire	09/05/18
Fletcher, Joshua J. F.	Automotive Mechanic	Resignation	General Services	08/28/18
Lazar, Ian M.	Equip Servicer	Resignation	General Services	09/10/18
Upchurch, Sheila G.	Application Tech 3	Pension	Human Resources	09/07/18
Brown, Jeffrey M.	Information Systems Advisor 2	Resignation	ITS	09/07/18
Hardin, Benjamin B.	Information Sys Oper Tech 1	Resignation	ITS	08/28/18
Brigham, Derrick O.	Probation Officer 2	Resignation	Juvenile Court	09/07/18
Harris, Frederick E.	Probation Officer 2	Resignation	Juvenile Court	09/07/18
Brown, Cheryl D.	Office Support Spec 1	Pension	Parks	09/13/18
Campbell-Gooch, Jamel R.	Recreation Leader	Resignation	Parks	08/24/18
Hassell, Cariona M.	Recreation Leader	Resignation	Parks	08/17/18
Adkerson, Carey J.	Police Officer 2	Pension	Police	08/31/18
Anderton, Kathy D.	Police Operations Coord 1	Pension	Police	09/14/18

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Braden II, Nathan Jared	Police Officer 1	Resignation	Police	09/11/18
Dameron, Christopher D.	Police Officer 2-Fld Trng Ofcr	Resignation	Police	09/04/18
Estes, Patricia A.	Police Officer 2	Pension	Police	09/06/18
McCormick, Shane R.	Police Officer 2	Resignation	Police	09/04/18
Pernell, Nicholas Todd	Police Officer 2	Resignation	Police	08/29/18
Pirtle Sr, Jerry	Police Officer 2	Pension	Police	08/31/18
Prather, Anita D.	Police Officer 2	Pension	Police	09/07/18
Robertson, Evan Dean	Police Operations Asst 1	Resignation	Police	09/05/18
Westerman Jr, Edward M.	Police Operations Coord 1	Pension	Police	09/05/18
Hamilton, Sabrina N.	Circulation Asst 2	Resignation	Public Library	08/24/18
Hudson, Harriett	Library Assoc 1	Resignation	Public Library	09/20/18
Medlin, Luther C.	Maintenance & Repair Worker Se	Deceased	Public Library	09/20/18
Mitchell, Alicia L.	Librarian 1	Resignation	Public Library	09/21/18
Callies, Dennis M.	Sanitation Worker	Pension	Public Works	09/07/18
Davis, James D.	Maintenance & Repair Worker	Resignation	Public Works	09/18/18
Mostilla, Jonathan R.	Sanitation Worker	Resignation	Public Works	08/26/18
Knigheten II, Gerald L.	Correctional Officer 1	Resignation	Sheriff	09/14/18
Oberthaler, Jack D.	Correctional Officer 1	Resignation	Sheriff	09/15/18
Rodgers, Jonathan Olaf	Correctional Officer 1	Resignation	Sheriff	09/20/18
Staten, Calvin L.	Correctional Officer 1	Resignation	Sheriff	09/17/18
Wilson, Jacob T.	Correctional Officer 1	Resignation	Sheriff	09/03/18
Brown, William K.	Indust Mechanic 1	Resignation	Water Services	09/14/18
Gooch, Brandon L.	Water Maintenance Technician	Resignation	Water Services	09/14/18
Hyman, Keith W.	Service Rep 2	Resignation	Water Services	09/12/18
Jeter, Michael D.	Treatment Plant Tech 2	Resignation	Water Services	09/17/18
Menzies, Tron A.	Water Maintenance Tech Senior	Resignation	Water Services	09/12/18
Petersen, Denmark J.	Treatment Plant Tech 1	Resignation	Water Services	08/27/18
Riley, Mark A.	Indust Electrician 2	Pension	Water Services	08/31/18
Schiels, Wendel L.	Water Maintenance Technician	Resignation	Water Services	08/27/18
White, Edward J.	Treatment Plant Mgr	Resignation	Water Services	09/05/18
Wilson, Sara J.	Envir Compliance Officer 2	Resignation	Water Services	09/14/18
Woodard, James D.	Water Maintenance Technician	Resignation	Water Services	09/19/18

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>
Office Support Rep 3-Finance	Finance	122	Open	09/04/18	A
Library Manager 3	Library	51	Open	09/05/18	E
Correctional Officer Trainee	Sheriff Office	117	Cont	09/07/18	E
Water Maintenance Leader 1 - Flow Crew	Water	9	Dept	09/10/18	E
Finance Administrator	Finance	2	Dept	09/12/18	E
Application Technician 3 - Payroll Specialist	HR	52	Open	09/12/18	E
Office Support Specialist 1-311 Call Center	Public Works	232	Open	09/13/18	A
IS Advisor 1 - Server/Storage Support	ITS	14	Open	09/14/18	E
IS Operations Analyst 1-Help Desk Admin	ITS	1	Dept	09/14/18	A
Mechanical/Gas Inspector 1	Codes	15	Open	09/17/18	E
Program Specialist 2	Library	11	Open	09/17/18	A
Application Technician 3 -Treasury	Finance	15	Open	09/17/18	A

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Building Maintenance Mechanic	Library	14	Open	09/18/18	A
Technical Specialist 2 - Engineering	Public Works	8	Dept	09/18/18	E
Customer Service Supervisor - Field Activities	Water	3	Dept	09/18/18	E
IS Media Technician 1-PEG	ITS	12	Open	09/18/18	A
IS Advisor 1 - Access & ID Mgt	ITS	14	Open	09/21/18	E
Maintenance & Repair Worker	Public Works	25	Cont	09/21/18	E
Finance Manager	Finance	4	Dept	09/25/18	E
Plans Examiner 2	Codes	10	Open	09/25/18	A
Administrative Services Officer 3-Youth Svcs	Police	252	Open	09/26/18	A
Social Worker Senior	Social Services	14	Open	09/27/18	A
Equipment & Supply Clerk 2 - Water Services	Water	64	Open	09/27/18	E
Administrative Services Manager-Engineering/Inspections	Water	8	Open	09/27/18	E
Crime Lab Forensic Scientist 1 - Biology	Police	1	Dept	09/27/18	E

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: Appeal of Medical Disqualification: AB, Applicant for Police Officer Trainee

Applicant AB and Civil Service Medical Examiner Gill Wright were present 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 Sanders, and the Commission approved without objection.

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

Applicant JC and Civil Service Medical Examiner Gill Wright were present 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 Sanders, and the Commission approved without objection.

(3: Appeal of Medical Disqualification: BD, Applicant for Police Officer Trainee

Civil Service Medical Examiner Gill Wright was present 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 Vice-Chairman Corbitt, and the Commission approved without objection.

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

Civil Service Medical Examiner Gill Wright was present 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 Vice-Chairman Corbitt, and the Commission approved without objection.

(5: Appeal of Medical Disqualification: JD, Applicant for Police Officer Trainee

Applicant JD and Civil Service Medical Examiner Gill Wright were present 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 Sanders, and the Commission approved without objection.

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

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

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

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

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

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

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

Civil Service Medical Examiner Gill Wright was present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended denial of the appeal. The applicant was not present, but prior to the meeting requested a deferral.

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

(9: Appeal of Medical Disqualification: DM, Applicant for Police Officer Trainee

Applicant DM and Civil Service Medical Examiner Gill Wright were present 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 Vice-Chairman Corbitt, and the Commission approved without objection.

(10: Appeal of Medical Disqualification: KP, Applicant for Police Officer Trainee

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

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

(11: Appeal of Medical Disqualification: ER, Applicant for Police Officer Trainee

Civil Service Medical Examiner Gill Wright was present 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.

(12: Appeal of Medical Disqualification: JR, Applicant for Police Officer Trainee

Applicant JR and Civil Service Medical Examiner Gill Wright were present 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 Vice-Chairman Corbitt, and the Commission approved without objection.

(13: Appeal of Medical Disqualification: JTR, Applicant for Police Officer Trainee

Applicant JTR and Civil Service Medical Examiner Gill Wright were present 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 Sanders, and the Commission approved without objection.

(14: Appeal of Medical Disqualification: MS, Applicant for Police Officer Trainee

Applicant MS and Civil Service Medical Examiner Gill Wright were present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended denial of the appeal.

1st MOTION: After some discussion, Vice-Chairman Corbitt moved to defer the request for a waiver for one month. The motion failed for lack of a second.

2nd MOTION: After some discussion, Commissioner Sanders moved to defer the request for a waiver to the December 2018 Civil Service Commission Meeting. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

(15: Appeal of Medical Disqualification: NS, Applicant for Police Officer Trainee

Civil Service Medical Examiner Gill Wright was present 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 Sanders, and the Commission approved without objection.*

(16: Appeal of Medical Disqualification: WVB, Applicant for Police Officer Trainee

Applicant WVB and Civil Service Medical Examiner Gill Wright were present 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 Vice-Chairman Corbitt, and the Commission approved without objection.*

(17: Appeal of Medical Disqualification: VW, Applicant for Police Officer Trainee

Applicant VW and Civil Service Medical Examiner Gill Wright were present 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 Sanders, and the Commission approved without objection.*

(18: 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.

The Commission noted concern with appeals over a year old listed on the calendar, as some recent similarly-situated appeals had resulted in back pay due to the appellants. Stressing the importance of reaching a final result to appeals, the Commission encouraged Metro Legal Counsel to press those appeals forward and only continue them in the most compelling of circumstances.

ACTION: *This was for a report only.*

(19: Human Resources Updates

On September 20, Human Resources staff met with participants in the Mayor's MyCity Academy, to share Metro job opportunities with New Americans who will help their communities understand and access government services.

Human Resources Assistant Director Michael Taylor and Human Resources Analyst Leslie Schuster came before the Commission with an update on the information being gathered to formulate the Pay Plan. The discussion also included Director Pay and the previously-approved Council and Vice-Mayor pay. Human Resources will present a Pay Plan to the Commission at the December meeting.

ACTION: *This was for a report only.*

(20: Communiqués from the public on pending hearings

There were none.

LATE ITEM:

(1: Appeal of Medical Disqualification: FT, Applicant for Police Officer Trainee

Applicant FT and Civil Service Medical Examiner Gill Wright were present 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 Vice-Chairman Corbitt, and the Commission approved without objection.

Chairman Farmer closed the meeting noting Mark Nacarrato's attendance on behalf of the SEIU, and there were no other Union Representatives present during the meeting. With nothing further, the regular meeting adjourned at 9:33 a.m.

ATTEST:

APPROVED:

**Shannon B. Hall, Director
Secretary to the Commission**

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