



# METROPOLITAN CIVIL SERVICE COMMISSION

## A G E N D A

November 13, 2018

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

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

Acknowledgement of Union Representatives

- (A) **Approval of October 9, 2018 Civil Service Meeting Minutes**
- (B) **Approval of Appointments**
- (C) **Approval of Terminations/Pensions**
- (D) **Approval of Eligibility Register Report**

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**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>CODES ADMINISTRATION</u></b>			
Wilee, Kenneth W.	Electrical Inspector 2	Re-hire	10/22/18

**FINANCE**

Crutchfield, Andrea M.	Admin Svcs Officer 4	Promotion	09/24/18
Brown, Kevin C.	Finance Mgr	Promotion	09/24/18
King, Kathy R.	Finance Mgr	Promotion	09/24/18
*Nicol, Kathryn I.	Procurement Officer 2	Department transfer/Promotion	10/22/18
Shire, John Robert	Procurement Officer 2	Re-hire	10/22/18

\*Department Transfer from General Services (Service Writer, ST7) to Finance (Procurement Officer 2, OR3)

**FIRE**

Swann, William A.	Fire Chief	Promotion	10/01/18
*Hudson, Taylor R.	Paramedic 1	Class Change/Lateral	10/16/18
*Lawrence, Keisha L.	Paramedic 1	Class Change/Lateral	10/16/18
*Vinoski, Christopher C.	Paramedic 1	Class Change/Lateral	10/16/18

\*Class Change from EMT 2 (PF4) to Paramedic 1 (PF4)

**GENERAL SERVICES**

Davis, Michelle R.	Equip Inventory Asst 1	Promotion	10/08/18
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**HUMAN RESOURCES**

Woodroof, Patricia F.	Application Tech 3	New Hire	10/22/18
Donaldson, Janel R.	Human Resources Analyst 2	New Hire	10/08/18
Lynch, Dylan M.	Human Resources Analyst 3	Promotion	10/22/18
Brooks, Sterling.	Office Support Spec 2	Promotion	10/22/18
Jackson, Russana A.	Office Support Spec 2	Promotion	10/22/18

**INFORMATION TECHNOLOGY SERVICES**

Krulewicz, Adam F.	Information Sys Media Tech 1	New Hire	10/15/18
Vaughan, Danielle N.	Information Sys Media Tech 2	Promotion	09/24/18
Coulter, Brian J.	Information Systems Advisor 1	New Hire	09/24/18

**PARKS**

Floyd, Demon L.	Custodian	Re-hire	10/22/18
Hough, Carly M.	Facilities Mgr	Promotion	09/21/18
Crocker, Christopher B.	Maint & Repair Worker Sr	Promotion	10/19/18
Doyen, Aric S.	Maint & Repair Worker Sr	Promotion	10/19/18
Peden, Johnathon W.	Maint & Repair Worker Sr	Promotion	10/19/18
*Pierce, Victoria E.	Office Support Rep 2	Transition – Civil Service	10/11/18

\*Transition to CS from a Seasonal Status

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>PLANNING COMMISSION</u></b>			
Adams, Kelly A.	Admin Svcs Officer 4	Promotion	10/01/18
<b><u>POLICE</u></b>			
^Lewis, Lethia T.	Admin Asst	Class Change/Lateral	10/01/18
Oswald, Melissa Ann	Crime Lab Forensic Scientist 1	Promotion	10/01/18
*Bennett, Joel M.	Police Officer 1	Class Change	10/17/18
*Black, Robert Paul	Police Officer 1	Class Change	10/17/18
*Broatch III, Thomas David	Police Officer 1	Class Change	10/17/18
*Burke, Phillip R.	Police Officer 1	Class Change	10/17/18
*Crum, Dalton Thomas	Police Officer 1	Class Change	10/17/18
*Dahlstrom, Steffani Adela	Police Officer 1	Class Change	10/17/18
*Dale, Joshua Michael	Police Officer 1	Class Change	10/17/18
*Geiger, Tyler Douglas	Police Officer 1	Class Change	10/17/18
*Grace, Evan R.	Police Officer 1	Class Change	10/17/18
*Hamilton, Gabriel Jason	Police Officer 1	Class Change	10/17/18
*Heath, Reagan Thomas	Police Officer 1	Class Change	10/17/18
*Hill, Cooper Taylor	Police Officer 1	Class Change	10/17/18
*IpoX, Jarrett Jacob	Police Officer 1	Class Change	10/17/18
*Kinsey, Peter A.	Police Officer 1	Class Change	10/17/18
*Leverick, Robert Steven	Police Officer 1	Class Change	10/17/18
*Meringer Jr., Douglas T.	Police Officer 1	Class Change	10/17/18
*Mullins, Jeffrey Skiper	Police Officer 1	Class Change	10/17/18
*Page, Molly Marie	Police Officer 1	Class Change	10/17/18
*Ramirez, Andrew Geovanni	Police Officer 1	Class Change	10/17/18
*Reed, Corey C.	Police Officer 1	Class Change	10/17/18
*Robinson, Mary C.	Police Officer 1	Class Change	10/17/18
*Spears, Jeremy M.	Police Officer 1	Class Change	10/17/18
*Spoonemore, Jeremy Thomas	Police Officer 1	Class Change	10/17/18
*Starke, Edward Tyler	Police Officer 1	Class Change	10/17/18
*Steigerwalt, Luke Allen	Police Officer 1	Class Change	10/17/18
*Walden, John Wesley Ryan	Police Officer 1	Class Change	10/17/18
*Ward, Timothy Charles	Police Officer 1	Class Change	10/17/18
*Watch, Jonathan I.	Police Officer 1	Class Change	10/17/18
Brown, Suzanne M.	Police Operations Analyst 2	Promotion	10/16/18
Gaines, Alexandria Nicole	Police Operations Asst 1	New Hire	10/16/18
Lyle, James Dylan	Police Operations Asst 1	New Hire	10/16/18
Thiel, Joshua Melvin Lawrence	Police Operations Asst 1	New Hire	10/16/18
Everheart, Christopher Scott	Police Operations Coord 1	Promotion	10/16/18
**Bender, Anya M.	Police Operations Supv	Class Change/Lateral	10/01/18
Hoback, Robert C.	Police Operations Supv	New Hire	10/16/18

^Class Change from Police Operations Supv (ST9) to Admin Asst (ST9)  
 \*Class Change from Police Trainee to Police Officer 1  
 \*\*Class Change from Admin Asst (ST9) to Police Operations Supv. (ST9)

**PUBLIC LIBRARY**

*Kelley, Morgan L.	Library Assoc 1	Transition – Civil Service	10/08/18
Lillard, Rochelle Yvonne	Security Guard	Re-hire	10/22/18
*Transition to CS from Part Time Status			

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>PUBLIC WORKS</u></b>			
Coleman, Andrew T.	Equipment Operator	Promotion	09/25/18
Comer, Thomas C.	Equipment Operator	New Hire	10/22/18
Gregory, Lee T.	Equipment Operator	Promotion	10/09/18
*Hamilton, Tracy L.	Equipment Operator	Voluntary Reduction in Salary Grade	09/24/18
Dickens, Daryl W.	Maint & Repair Worker	New Hire	10/09/18
Dickens, David R.	Maint & Repair Worker	New Hire	10/09/18
Ryman, Ricky D.	Maint & Repair Worker	New Hire	10/22/18
Shadowens, William A.	Maint & Repair Worker	New Hire	10/09/18
Willeby, James D.	Maint & Repair Worker	New Hire	10/09/18
^Jordan, Kathy	Office Support Spec 1	Transition – Civil Service	10/22/18
Haynes, Nathan M.	Sanitation Worker	New Hire	10/22/18
Truss Jr., Omar S.	Sanitation Worker	New Hire	10/22/18
Cummings, Michael D.	Technical Specialist 2	Promotion	10/08/18
Luton, Tracy R.	Technical Specialist 2	Promotion	10/08/18
O'brien, Timothy A.	Technical Specialist 2	Promotion	10/08/18

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

^Transition to CS from Part Time Status

**SOCIAL SERVICES**

Farmer, Tameka D.	Office Support Rep 2	Re-hire	10/08/18
Thomas, Jessica Daniela	Social Worker	Re-hire	10/08/18
Whited, Jennifer N.	Social Worker	New Hire	10/08/18

**WATER SERVICES**

Tinsley, James T.	Admin Svcs Mgr	Promotion	10/06/18
Biggerstaff, Ross M.	Cust Svc Supv	Promotion	09/22/18
Russell, Lisa C.	Cust Svc Supv	Promotion	10/20/18
Townsend, Thalia R.	Cust Svc Supv	Promotion	10/20/18
Trimble, Violet M.	Cust Svc Supv	Promotion	10/20/18
*Keen, David F.	Customer Service Field Rep	Class Change/Lateral	10/06/18
Logan, Tracy	Equip & Supply Clerk 2	New Hire	10/20/18
^Tesfu, Amanuel H.	Equip Mechanic	Voluntary Reduction in Salary Grade	10/06/18
Ragland Jr, John L.	Equip Servicer	New Hire	09/22/18
West, Robert H.	Equipment Operator	New Hire	09/22/18
Davis, Juanita L.	Human Resources Admin	Promotion	10/06/18
Barker, William J.	Indust Mechanic 1	New Hire	09/22/18
**Binkley, Rose A.	Office Support Spec 2	Voluntary Reduction in Salary Grade	10/20/18
Whitlow, Elean Lynette	Service Rep 2	Re-hire	10/20/18
Jinks, Rich	Treatment Plant Tech 1	New Hire	09/22/18
Woodard, Joseph A.	Treatment Plant Tech 1	Promotion	09/22/18
Chambers Jr, Charles J.	Water Maint Leader 1	Promotion	09/22/18
Kallon, Abdul B.	Water Maint Leader 1	Promotion	09/22/18
Shelton, Justin D.	Water Maint Leader 1	Promotion	09/22/18
Clark Jr, James K. B.	Water Maint Technician	Re-hire	10/20/18
Lavender, Loquez Deontae	Water Maint Technician	New Hire	10/20/18
Stines, Cortney L.	Water Maint Technician	New Hire	10/20/18

\*Class Change from Application Tech 1 (ST7) to Customer Srv Field Rep (ST7)

^Voluntary Reduction in Grade from Treatment Plant Tech 1 (TG8) to Equipment Mechanic (TG7)

\*\*Voluntary Reduction in Grade from Customer Service Mgr (OR5) to Office Support Spec 2 (ST8)

**(C) TERMINATIONS/ PENSIONS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Shivers, David E.	Mech/Gas Inspector 1	Resignation	Codes Administration	10/03/18
Whittemore, Ginger N.	Emer Telecomm Off 1	Dismissal	DEC	09/27/18
McCloskey, Christopher S.	Emer Telecomm Off 3	Resignation	DEC	10/19/18
Chance, Sadona	Emer Telecomm Trainer	Pension	DEC	10/19/18
Pullen, Sandra K.	Application Tech 3	Pension	Finance	10/05/18
Slater, Carl B.	Fire Captain	Pension	Fire	10/13/18
Melton, Roger D.	Fire Engineer	Pension	Fire	10/14/18
Hardrick, Arsenio L.	Paramedic 2	Resignation	Fire	10/10/18
Zachgo, Rebecca A.	Admin Svcs Officer 3	Pension	General Services	10/05/18
Williams II, Thomas R.	Info Sys Comm Analyst 1	Resignation	ITS	10/05/18
Mallard Jr, James W.	Information Sys Oper Analyst 3	Pension	ITS	10/01/18
Lee, Andrew J.	Information Systems Advisor 1	Resignation	ITS	09/28/18
Hogan, Robert S.	Bldg & Grnds Electrician	Resignation	Parks	10/12/18
Craighead, Vickie D.	Facilities Mgr	Resignation	Parks	10/18/18
Lewis, Daryl D.	Maintenance & Repair Leader	Pension	Parks	10/18/18
King, Ezechial R.	Maintenance & Repair Worker	Dismissal	Parks	09/21/18
Rigali, Rick D.	Maintenance & Repair Worker	Resignation	Parks	10/12/18
Jackson, Terry E.	Program Coord	Pension	Parks	09/27/18
Cordova Ocampo, Fabiola J.	Recreation Leader	Resignation	Parks	09/26/18
Taylor, Jonthany D.	Admin Asst	Resignation	Police	09/21/18
Hogan, Jason P.	Police Officer 2	Resignation	Police	09/20/18
Kajihara, Herbert H.	Police Officer 2	Pension	Police	09/21/18
Paul, Jacob A.	Police Officer 2	Pension	Police	09/26/18
Thompson, Michael	Police Officer 2	Resignation	Police	09/26/18
Stokes, Shirley Ann	Police Operations Asst 2	Resignation	Police	10/08/18
Shepherd, Dennis R.	Police Operations Asst 3	Pension	Police	10/05/18
Kent, Larita J.	Police Security Guard 1	Resignation	Police	09/28/18
Petty, Brian K.	Police Sergeant	Pension	Police	09/24/18
Riggs, Julie A.	Police Sergeant	Resignation	Police	10/09/18
Hudson, Harriett	Library Assoc 1	Resignation	Public Library	09/20/18
Bradley, Lamontez	Correctional Officer 1	Resignation	Sheriff	10/16/18
Deck, Nicholas A.	Correctional Officer 1	Resignation	Sheriff	09/27/18
Edmonson Jr, Frederick L.	Correctional Officer 1	Resignation	Sheriff	10/07/18
Gillaspie, Joseph K.	Correctional Officer 1	Resignation	Sheriff	10/18/18
Sykes, Frank Daniel	Correctional Officer 1	Resignation	Sheriff	10/15/18
Davidson, Jeffrey S.	Correctional Officer 2	Resignation	Sheriff	10/18/18
Dobbins, Brandon Dewayne	Correctional Officer 2	Resignation	Sheriff	10/18/18
Hall, Torrian M.	Correctional Officer 2	Resignation	Sheriff	10/18/18
Latham, Cody R.	Correctional Officer 2	Resignation	Sheriff	10/16/18
Rader IV, Phillips D.	Correctional Officer 2	Resignation	Sheriff	09/28/18
Johnson, Ceraya C.	Social Worker	Resignation	Social Services	10/19/18
Hargett, Willie H.	Equip Mechanic	Pension	Water Services	10/08/18
Ragland Jr, John L.	Equip Servicer	Resignation	Water Services	09/24/18
Day, David Michael	Indust Electrician 2	Resignation	Water Services	10/19/18
Reece Jr, Milton M.	Treatment Plant Tech 3	Pension	Water Services	09/21/18

**(D) ELIGIBILITY REGISTER REPORT**

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Administrative Services Officer 4	Planning Com	1	Dept	10/01/18	E
Police Operations Supervisor – Evidence & Storage	Police	39	Open	10/02/18	E
IS Advisor 2 – VM Administrator	ITS	9	Open	10/02/18	E

**(D) ELIGIBILITY REGISTER REPORT**

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Finance Officer 2-Financial Accountability	Finance	46	Open	10/03/18	A
Human Resources Administrator	Water	1	Dept	10/05/18	E
Sanitation Worker	Public Works	31	Cont	10/05/18	E
Office Support Rep 2 – Intake Worker	Social Services	173	Open	10/08/18	E
Social Worker	Social Services	67	Open	10/08/18	E
Administrative Services Manager- Development Services	Water	142	Open	10/09/18	E
Crime Lab Forensic Technician-Firearms	Police	129	Open	10/10/18	A
Customer Service Supervisor-Billing & Collection	Water	5	Dept	10/10/18	E
Customer Service Supervisor-Dispatch	Water	4	Dept	10/10/18	E
Customer Service Supervisor-Phone Center	Water	9	Dept	10/10/18	E
Office Support Rep 2 – Special Events Assistant	Parks	158	Open	10/10/18	E
Crime Lab Forensic Scientist 1-Latent Print	Police	2	Dept	10/11/18	A
Maintenance & Repair Worker Senior	Parks	33	Cont	10/12/18	E
Electrical Inspector 1	Codes	11	Cont	10/12/18	E
Custodian	Parks	31	Cont	10/17/18	E
Emergency Telecommunication Officer 1	DEC	19	Cont	10/17/18	E
IS Media Technician 1-PEG Studio	ITS	41	Open	10/17/18	E
Procurement Officer 2	Finance	51	Cont	10/17/18	E
Crime Lab Forensic Technician-Biology	Police	133	Open	10/18/18	A
Police Officer Trainee	Police	10	Cont	10/18/18	E
Correctional Officer Trainee	Sheriff Office	33	Cont	10/18/18	E
Office Support Specialist 1 – 311 Call Center	Public Works	148	Open	10/18/18	E
Correctional Officer 2	Sheriff Office	2	Dept	10/19/18	E
Equipment Inventory Asst 1	General Services	1	Dept	10/19/18	E
Special Projects Mgr – Social Services	Social Services	2	Dept	10/19/18	E
Parks & Recreation Superintendent	Parks	11	Dept	10/19/18	E
Office Support Specialist 2-HR/Benefits	Human Resources	2	Dept	10/23/18	E
Police Crisis Counselor – Domestic Violence Child Trauma Spec	Police	66	Open	10/29/18	E
Special Asst to the Director – Codes	Codes Adm	72	Open	10/30/18	E

**DEPARTMENTAL ITEMS**

**PLANNING DEPARTMENT**

Item #1: Executive Director Lucy Kempf requests an Open Range Increase for Finance Officer 3, Jeffrey Leach

**SHERIFF’S OFFICE**

Item #2: Leave from Civil Service Status for Jessica Turner, Correctional Officer 1

**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 – Robert Howse, MNP – Dismissal

Item #4: Review of Initial Order – Richard Veach, Parks – Dismissal

Item #5: Domestic Violence in the Workplace Policy

Item #6: Administrative Law Judge Hearing Calendar

Item #7: Human Resources Updates

Item #8: Communiqués from the public on pending hearings

-The meeting will adjourn for a brief recess, and then resume with the following item which will not be aired on the Metro Nashville Network.-

Item #9: Appeal of Medical Disqualification: SK, Applicant for Police Officer Trainee

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