



# METROPOLITAN CIVIL SERVICE COMMISSION

## MINUTES

December 11, 2018

8:30 a.m.

Howard Office Building  
Sonny West Room

700 2<sup>nd</sup> Avenue South  
Nashville, Tennessee 37210

**MEMBERS PRESENT:** Chairman William H. Farmer, Vice-Chairman 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 for the FOP, IAFF, and SEIU. He then asked if there were any corrections or additions to the minutes of the last **Regular Meeting of November 13, 2018.** Hearing none, he asked for a motion. Commissioner Sanders moved to accept the regular minutes. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

**Appeals Process:** Chairman Farmer 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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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
*Lamb, Emily H.	Special Asst to the Director	Department Transfer/Transition - Civil Service	11/05/18
*Department Transfer from Legal (Metropolitan Attorney, OR10) to Codes (Special Asst to the Director, OR7)			

EMERGENCY COMMUNICATIONS

*Cleghorn, Jared L.	Info Systems App Analyst 1	Class Change/Lateral	11/01/18
*Class Change from IS System Operations Analyst 1, (OR3) to IS System Application Analyst 1 (OR3)			

FINANCE

*Machado, Danniela	Application Tech 3	Transition - Civil Service	11/26/18
Conklin, Marissa Rene	Office Support Rep 3	New Hire	11/12/18
Suggs, Carlos Eugene	Procurement Officer 2	New Hire	11/19/18
Frye, Jeremy R.	Procurement Officer 3	Promotion	11/05/18

\*Transition to CS from a NCS Position

FIRE

Moyers, Timothy L.	Fire Asst Chief	Promotion	11/01/18
Bates, Darren D.	Fire Captain	Promotion	11/01/18
Bradford, Timothy J.	Fire Captain	Promotion	11/01/18
Brown, Andrew Stewart	Fire Captain	Promotion	11/01/18
Carpenter, Robert T.	Fire Captain	Promotion	11/01/18
Cullison, Brent Lee	Fire Captain	Promotion	11/01/18
Cunningham, Dustin Keith	Fire Captain	Promotion	11/01/18
Fort, Timothy R.	Fire Captain	Promotion	11/01/18
Hampton, Timothy L.	Fire Captain	Promotion	11/01/18
Lindsey, Gerald D.	Fire Captain	Promotion	11/01/18
Merrill, William Paul	Fire Captain	Promotion	11/01/18
Moss, Bryan Scott	Fire Captain	Promotion	11/01/18
Murray, James D.	Fire Captain	Promotion	11/01/18
Prim, Shawn Michael	Fire Captain	Promotion	11/01/18
Ray III, Frederick C.	Fire Captain	Promotion	11/01/18
Reichard, Brian L.	Fire Captain	Promotion	11/01/18
Spears III, Hubert Y.	Fire Captain	Promotion	11/01/18
Weatherly, Allan E.	Fire Captain	Promotion	11/01/18
Boehm Jr, William E.	Fire District Chief	Promotion	11/01/18
Cummings, Romney D.	Fire District Chief	Promotion	11/01/18
Kendall Jr, Ronald A.	Fire District Chief	Promotion	11/01/18
Lee, Johanna C.	Fire District Chief	Promotion	11/01/18
Moore Jr, Gary W.	Fire District Chief	Promotion	11/01/18
Simpson, James L.	Fire District Chief	Promotion	11/01/18
Birdwell, Lucas W.	Fire Engineer	Promotion	11/01/18
Delmotte, Richard Albert	Fire Engineer	Promotion	11/01/18
Gilmore, James F.	Fire Engineer	Promotion	11/01/18
Hardin Jr, James T.	Fire Engineer	Promotion	11/01/18
Hendrick, Carrie T.	Fire Engineer	Promotion	11/01/18
Lessenberry, Lori J.	Fire Engineer	Promotion	11/01/18

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>FIRE</u>			
Marlin, Michael P	Fire Engineer	Promotion	11/01/18
Newland II, John J.	Fire Engineer	Promotion	11/01/18
Peeples, Daniel M.	Fire Engineer	Promotion	11/01/18
Pinkerton, Douglas D.	Fire Engineer	Promotion	11/01/18
Puckett, Jonathan C.	Fire Engineer	Promotion	11/01/18
Tinnon, Daniel L.	Fire Engineer	Promotion	11/01/18
Weatherly, Brent Lee	Fire Engineer	Promotion	11/01/18
Woodard, Jason R.	Fire Engineer	Promotion	11/01/18
*Boehm, Donald W.	Paramedic 1	Class Change/Lateral	11/01/18

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

INFORMATION TECHNOLOGY SERVICES

Gibson, Jacob C.	Info Systems Advisor 1	Rehire	11/19/18
Dickens, John C.	Info Systems Mgr	Promotion	11/19/18
Jackson, Debra J.	Info Systems Mgr	Promotion	11/19/18
Ragland, Sonja D.	Info Systems Mgr	Promotion	11/19/18
Dyer, Matthew Stephen	Information Sys Oper Tech 1	New Hire	11/26/18
Gilchrist, Keenya May Lee A.	Information Sys Oper Tech 1	New Hire	11/17/18
Irick, Michael J.	Information Sys Oper Tech 1	New Hire	11/19/18
Mosteller, Jordan Grace	Information Sys Oper Tech 1	New Hire	11/26/18
Townsend, Phillip David	Information Sys Oper Tech 1	New Hire	11/18/18
Ward, Brandon Lee	Information Sys Oper Tech 1	New Hire	11/17/18
Warrick III, Henry C.	Information Systems Advisor 1	New Hire	11/01/18

PARKS

Campeotto, Michael C.	Aquatics Coord	Promotion	11/02/18
Crawley-Morrow, Darlene L.	Parks & Recreation Supt	Promotion	11/02/18

POLICE

*Wakeman, Julie Anne	Police Crisis Counselor	Transition - Civil Service	11/01/18
Fonseca, Aubrey Elizabeth	Police Operations Asst 1	New Hire	11/16/18
Small, Kenya A.	Police Operations Asst 1	New Hire	11/16/18
Woodward Jr., Edwin Kieth	Police Operations Asst 1	New Hire	11/16/18

\*Transition to CS from a Grant Funded Position

PUBLIC LIBRARY

Patrick, Lindsey E.	Library Mgr 3	Promotion	11/05/18
Youngblood, Kara D.	Library Mgr 3	Promotion	11/05/18

PUBLIC WORKS

Anderson, Alaganza G.	Admin Svcs Mgr	Promotion	11/19/18
Marshall, Rebecca D.	Technical Specialist 2	Promotion	11/05/18

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>SHERIFF</u>			
*Adams, Brandon J.	Correctional Officer 1	Class Change	11/16/18
*Andrus, Alyssa R.	Correctional Officer 1	Class Change	11/16/18
*Ansotegui, Marlene F.	Correctional Officer 1	Class Change	11/16/18
*Briggity, Brenae J.	Correctional Officer 1	Class Change	11/16/18
*Caraway, James T.	Correctional Officer 1	Class Change	11/16/18
*Corriveau, Brett F.	Correctional Officer 1	Class Change	11/16/18
*Drain, Drana R.	Correctional Officer 1	Class Change	11/16/18
*Eddins, Xavier V.	Correctional Officer 1	Class Change	11/16/18
*Edwards, Alisha D.	Correctional Officer 1	Class Change	11/16/18
*Gaines, Serita Y.	Correctional Officer 1	Class Change	11/16/18
*Goodsell, Casey T.	Correctional Officer 1	Class Change	11/16/18
*Hamilton Jr., Julius R.	Correctional Officer 1	Class Change	11/16/18
*Hamlet, John W.	Correctional Officer 1	Class Change	11/16/18
*Hernandez, Andrea M.	Correctional Officer 1	Class Change	11/16/18
*Lambert, Bryan G.	Correctional Officer 1	Class Change	11/16/18
*Lee, Tyler M.	Correctional Officer 1	Class Change	11/16/18
*Luckey, Lydell L.	Correctional Officer 1	Class Change	11/16/18
*Ludke, Robert L.	Correctional Officer 1	Class Change	11/16/18
*McGlasson, Daven R.	Correctional Officer 1	Class Change	11/16/18
*Newhouse, Corey D.	Correctional Officer 1	Class Change	11/16/18
*O'Donnell, Michael A.	Correctional Officer 1	Class Change	11/16/18
*Perkins, Ronald L.	Correctional Officer 1	Class Change	11/16/18
*Rowland, Timothy W.	Correctional Officer 1	Class Change	11/16/18
*Tangen, Alexander S.	Correctional Officer 1	Class Change	11/16/18
*Weaver, David W.	Correctional Officer 1	Class Change	11/16/18
*Xiong, Wendy	Correctional Officer 1	Class Change	11/16/18
Bianchi, Jacob M.	Correctional Officer 2	Promotion	11/18/18
Branch, Shaquetta M.	Correctional Officer 2	Promotion	11/18/18
Burgess, Keiana P.	Correctional Officer 2	Promotion	11/18/18
Johnson, Christian D.	Correctional Officer 2	Promotion	11/18/18
Lane, Jennifer I.	Correctional Officer 2	Promotion	11/18/18
Laporta, Anthony J.	Correctional Officer 2	Promotion	11/18/18
Singh, Andrew S.	Correctional Officer 2	Promotion	11/18/18
Westerlund, Timothy	Correctional Officer 2	Promotion	11/18/18
Reyes Ortega, Yadira E.	Office Support Spec 2	Promotion	11/19/18

\*Class Change from Correctional Officer Trainee to Correctional Officer 1

SOCIAL SERVICES

Sawyers, Latorrace D.	Social Worker	Re-hire	11/26/18
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WATER SERVICES

Fish, Diana E.	Envir Laboratory Mgr	Promotion	11/17/18
Hazlewood, Daniel Ryan	Indust Mechanic 1	New Hire	11/03/18
Willard, Michael T.	Treatment Plant Shift Operator	Promotion	11/08/18
Laster Jr, Harold D.	Water Maint Leader 1	Promotion	11/03/18

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

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
McNeal, Farrah D.	Emer Telecomm Off 2	Resignation	DEC	10/29/18
McCloskey, Christopher S.	Emer Telecomm Off 3	Resignation	DEC	10/19/18
Pridemore, Jonathan A.	Emer Telecomm Off 3	Dismissal	DEC	10/23/18
Ralph, Brittany A.	Emer Telecomm Off 3	Resignation	DEC	11/13/18
Kinney, Dylan T.	Emer Telecomm Off 4	Resignation	DEC	11/16/18
Wilson, Craig D.	Emer Telecomm Off 4	Resignation	DEC	11/01/18
Upton, David G.	Emerg Medical Tech 2	Pension	Fire	10/21/18
Fink, Lisa M.	Fire Engineer	Pension	Fire	11/09/18
Hampton, Reggie G.	Fire Engineer	Pension	Fire	11/09/18
Henry, Gary L.	Fire Engineer	Pension	Fire	10/30/18
Jackson, Michael B.	Fire Engineer	Pension	Fire	10/31/18
Kik, Kenneth S.	Fire Fighter/Paramedic	Pension	Fire	10/19/18
Kalvoda, Corey J.	Paramedic 2	Resignation	Fire	10/29/18
McMurtry, Matthew T.	Automotive Mechanic	Resignation	General Services	11/02/18
Perry, Daniel Kyle	Information Systems Advisor 1	Resignation	ITS	11/01/18
Flowers, Mark A.	Maintenance & Repair Leader	Resignation	Parks	11/02/18
Davis Jr, John D.	Police Officer 2	Pension	Police	10/31/18
Keller, Eric	Police Officer 2	Resignation	Police	11/02/18
Leurs, Joseph H.	Police Officer 2	Pension	Police	10/19/18
Satterfield, Danny L.	Police Officer 2	Pension	Police	10/31/18
Aldred, India E.	Police Operations Asst 3	Resignation	Police	10/22/18
Arnold, Amy F.	Police Sergeant	Resignation	Police	11/02/18
Miller, William R.	Police Sergeant	Pension	Police	11/03/18
Markham, Oscar L.	Custodian	Pension	Public Library	11/05/18
McKinnon, Kyle M.	Equipment Operator Senior	Resignation	Public Works	11/10/18
Scott, Anthony T.	Maintenance & Repair Worker	Resignation	Public Works	11/08/18
Mulligan, Brian	Correctional Officer 1	Resignation	Sheriff	11/06/18
Ramsey, Ashlee	Correctional Officer 1	Resignation	Sheriff	11/10/18
Wilson, Elizabeth L.	Envir Compliance Officer 2	Resignation	Water Services	10/26/18
Haywood, Brian K.	Indust Electrician 1	Resignation	Water Services	10/24/18
McCoy, James A.	Indust Electrician 1	Resignation	Water Services	11/16/18
Hillis, Ricky W.	Indust Maint Supv 2	Pension	Water Services	11/09/18
Cole, Marsha D.	Office Support Rep 3	Pension	Water Services	11/16/18
Birdsong, Michael A.	Water Maint Leader 1	Pension	Water Services	10/24/18

**MOTION:** After some discussion, Commissioner Link moved to accept the Termination/Pension report for the dates and reasons stated. Seconded by Commissioner North, and the Commission approved without objection.

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ ABOLISH</u>
Treatment Plant Shift Operator-Water	Water	1	Dept	11/01/18	E
Engineer In Training	Water	22	Cont	11/02/18	E
Water Maintenance Technician	Water	37	Cont	11/02/18	E
Administrative Assistant-Commander	Police	4	Dept	11/05/18	A
Maintenance & Repair Worker Senior	Library	19	Open	11/06/18	A
Environmental Lab Manager	Water	20	Open	11/07/18	E
Office Support Rep 3 - Finance	Finance	80	Open	11/08/18	E
Social Worker Senior	Soc Svs	18	Open	11/09/18	E

**ELIGIBILITY REGISTER REPORT**

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>DATE</u>	<u>ESTABLISH/ ABOLISH</u>
IS Operations Technician 1	ITS	103	Cont	11/09/18	E
Application Tech 3 - Treasury/Collections	Finance	30	Open	11/15/18	E
Adm Services Officer 3 - Youth Services	Police	97	Open	11/16/18	E
IS Manager - Field Services	ITS	6	Dept	11/16/18	E
Library Manager 1	Library	50	Cont	11/19/18	E
Treatment Plant Shift Supervisor-Wastewater	Water	3	Dept	11/20/18	A
Building Inspection Chief	Codes	2	Dept	11/20/18	E
Correctional Officer Trainee	Sheriff	18	Cont	11/20/18	E
Specialized Skills Supervisor - Theater	Parks	29	Open	11/27/18	E
Administrative Services Manager--Engineering	PW	1	Dept	11/27/18	E
Equipment Operator Senior - Roads	PW	27	Cont	11/29/18	E
Custodian	Library	43	Open	11/29/18	A
Maintenance & Repair Worker	PW	28	Cont	11/29/18	E
Sanitation Worker	PW	32	Cont	11/29/18	E
Operation Manager	PW	3	Dept	11/30/18	E
PW Superintendent	PW	5	Dept	11/30/18	E
Crime Lab Forensic Scientist 1 - Latent Print Unit	Police	5	Dept	11/30/18	E

***MOTION: After some discussion, Commissioner Link moved to approve the register report. Seconded by Commissioner North, 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 Order of Dismissal – Andre Morrison, Juvenile Court - Dismissal**

Mr. Morrison’s representation Marian Fordyce and Metro Legal Attorney Cynthia Gross, representing Juvenile Court, were before the Commission to discuss the order.

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

**(2: Review of Initial Order – Wesley Feinstein, MNPD – Dismissal**

Wesley Feinstein, his representation Warrick Robinson, and Metro Legal Attorney Jason Bobo, representing the Police Department, were before the Commission to discuss the Initial Order.

***MOTION: After some discussion, Commissioner Sanders moved to uphold the Initial Order reversing the dismissal and to amend it by including a two (2) day suspension for Conduct Unbecoming an Employee of the Department and violating the Departmental Code of Ethics. Seconded by Commissioner Link, and the Commission approved as follows: Commissioner Link – Aye; Commissioner North – Aye; Commissioner Sanders – Aye; Vice-Chairman Corbitt – Abstained.***

**(3: Petition for Reconsideration of Final Order Issued by the Metropolitan Civil Service Commission – Robert Howse, MNPD – Dismissal**

Robert Howse, August Winter, representing Mr. Howse, and Metro Legal Attorney Jennifer Crim, representing Metro Nashville Police Department, were present before the Commission to discuss the petition.

**1st MOTION:** After some discussion, Chairman Farmer made a motion to reconsider the Commission's Final Order. Seconded by Commissioner Sanders, and the Commission approved as follows: Chairman Farmer – Aye; Commissioner Link – Aye; Commissioner North – Aye; Commissioner Sanders – Aye; Vice-Chairman Corbitt – Abstained.

**2nd MOTION:** After some discussion, Vice-Chairman Corbitt moved to uphold the Initial Order. The motion failed for lack of a second.

**3rd MOTION:** After some discussion, Commissioner Sanders moved to reverse the dismissal and issue a twelve (12) day suspension – 4 days for Charge 1; 2 days for Charge 2; 2 days for Charge 3; 2 days for Charge 4; 2 days for Charge 5. Seconded by Commissioner Link, and the Commission denied as follows: Chairman Farmer – Nay; Commissioner Link – Aye; Commissioner North – Nay; Commissioner Sanders – Aye; Vice-Chairman Corbitt – Nay.

**4th MOTION:** After some discussion, Vice-Chairman Corbitt moved to uphold the Initial Order based on the merits of the case, and amend the Initial Order by deleting paragraphs twelve (12), thirteen (13), and fourteen (14). Seconded by Commissioner North, and the Commission approved as follows: Commissioner Link – Aye; Commissioner North – Aye; Commissioner Sanders – Nay; Vice-Chairman Corbitt – Aye.

(4) Metro Codes Department employee, Gregory Stiles, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Mr. Stiles, Codes Department Human Resources Manager Roy Jones, and Human Resources Analyst Wyntress Patterson were present before the Commission to discuss the request.

**MOTION:** After some discussion, Commissioner North moved to approve the request to extend Mr. Stiles' IOD time through February 18, 2019. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

(5) Metro Police Department employee, Victoria Cunningham, is requesting to extend her IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Ms. Cunningham and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request.

**MOTION:** After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Ms. Cunningham's IOD time through February 14, 2019. Seconded by Commissioner North, and the Commission approved without objection.

(6) Metro Police Department employee, Clayton Lewis, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Mr. Lewis and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request.

**MOTION:** After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Mr. Lewis' IOD time through June 12, 2019. Seconded by Commissioner North, and the Commission approved without objection.

(7) Request to Extend the Police Lieutenant Promotional Register for two months and the Police Sergeant Register for one month

Human Resources Analyst Seth Waltenbaugh was present before the Commission to discuss the request.

**MOTION:** After some discussion, Commissioner North moved to approve the request to extend the registers as requested. Seconded by Commissioner Sanders, and the Commission approved without objection.

**(8: Election of Chairman and Vice-Chairman**

The Commission's by-laws require that new officers be elected by the Commission; the terms of the officers are from January through December of each year.

**MOTION:** *After some discussion, Commissioner North moved for approval to re-elect William H. Farmer to serve another term as Chairman. Seconded by Commissioner Sanders, and the Commission approved without objection.*

**MOTION:** *After a short discussion, Commissioner North moved for approval to re-elect R. Steve Corbitt to serve another term as Vice-Chairman. Seconded by Commissioner Sanders, and the Commission approved without objection.*

**(9: 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.*

**(10: Human Resources Updates**

During the 2018 Benefits Enrollment, HR Benefits Staff mailed 21,794 benefits packets, processed 32,439 employee/pensioner elections/changes, and received 1,906 forms through the Employee Self Service system.

On November 14, Metro presented Service Awards recognizing 174 employees working in 26 departments who have served our city for 30 years and every five years thereafter.

HR staff partnered with MNP staff and participated in the Fort Campbell Winter Job Fair on December 6, recruiting veterans and their spouses for positions in various Metro departments.

HR welcomed new Application Technician Patricia Woodroof to Payroll and System Support.

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

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

There were none.

**With nothing further, the regular meeting adjourned at 10:30 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