



# METROPOLITAN CIVIL SERVICE COMMISSION

## MINUTES

January 8, 2019

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, 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 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 December 11, 2018.** Hearing none, he asked for a motion. Vice-Chairman Corbitt moved to accept the regular minutes. Seconded by Commissioner North, 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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APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
Rich, W. B.	Admin Svcs Officer 4	Promotion	12/03/18
Rowland, Timothy E.	Bldg Inspection Chief	Promotion	12/03/18
Allen, William Dale	Mech/Gas Inspector 1	New Hire	12/17/18
Pomeroy, Martin S.	Mech/Gas Inspector 1	New Hire	12/17/18

EMERGENCY COMMUNICATIONS

Armstrong, Jhanekyia Kunz	Emer Telecomm Off 1	New Hire	12/03/18
De La Torre, Joseph Antonio	Emer Telecomm Off 1	New Hire	12/03/18
Lewis, Eileen M.	Emer Telecomm Off 1	New Hire	12/03/18
Martin, Montoya I.	Emer Telecomm Off 1	Re-hire	12/03/18
Ruluked, Alyson Hope	Emer Telecomm Off 1	New Hire	12/03/18
Sturgeon, Casey Alaine	Emer Telecomm Off 1	New Hire	12/03/18
Wellington, Donnesha L.	Emer Telecomm Off 1	New Hire	12/03/18

FINANCE

Cook, Doreen Gatinura	Finance Officer 2	New Hire	12/03/18
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FIRE

Borum, Jada G.	Emerg Medical Tech 1	New Hire	12/16/18
Hampton, Anna E.	Emerg Medical Tech 1	New Hire	12/16/18
Pardue, Morgan L.	Emerg Medical Tech 1	New Hire	12/16/18
Robinson Jr, Jimmy R.	Emerg Medical Tech 1	New Hire	12/16/18
Robison, Matthew P.	Emerg Medical Tech 1	New Hire	12/16/18
Wilson, Rollan J.	Emerg Medical Tech 1	New Hire	12/16/18
*Redding, Lauren E.	Fire Fighter 2	Class Change	12/16/18

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

GENERAL SERVICES

*Thomas, Gregory H.	Equip Inventory Asst 1	Class Change/Lateral	12/03/18
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\*Class Change from Equipment and Supply Clk 2 (ST6) to Equipment Inventory Asst 1 (ST6)

INFORMATION TECHNOLOGY SERVICES

Farah, Nermeen	Info Systems App Analyst 3	New Hire	12/03/18
Brindley, Charles N.	Information Systems Advisor 1	Promotion	12/15/18
Day, Melissa L	Information Systems Advisor 1	Promotion	12/10/18

JUVENILE COURT

Chunn, Pamela T.	Office Support Rep 3	New Hire	12/17/18
Starkey, Ledarius L.	Probation Officer 1	New Hire	12/17/18
Abdirahman, Marian H.	Warrant Officer 2	Promotion	11/30/18

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
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PARKS

*Bianco, Austin A.	Maintenance & Repair Worker	Transition - Civil Service	12/01/18
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\*Transition to CS from Seasonal Status

POLICE

*Pennic, Christal Renee	Admin Svcs Officer 3	Transition - Civil Service	12/01/18
Haynes, Easton Grant	Crime Lab Forensic Scientist 1	Promotion	12/01/18
Rohweder, Shaun W.	Police Lieutenant	Promotion	12/01/18
^Sneekes, Christina Marie	Police Operations Asst 1	Voluntary Reduction in Salary Grade	12/07/18
Waggoner, Paige Amanda	Police Operations Asst 1	New Hire	12/16/18
Thomas, Katelynn Marie	Police Security Guard 1	Re-hire	12/16/18
Lindstrom, Gregory M.	Police Sergeant	Promotion	12/01/18
Sweeney, Jason W.	Police Sergeant	Promotion	12/01/18
Urrutia, Carlos M.	Police Sergeant	Promotion	12/01/18
Vaughn, Michael W.	Police Sergeant	Promotion	12/01/18

\*Transition to CS from a Grant Funded position

^Voluntary Reduction from Police Operations Coord 2 (ST8) to Police Operations Asst 1 (ST4)

PUBLIC LIBRARY

Webb, Kiana S.	Circulation Asst 1	New Hire	12/17/18
Davis, Holly Rai	Library Assoc 1	New Hire	12/17/18
L'eplattenier, Chad	Library Mgr 1	Promotion	12/17/18

PUBLIC WORKS

Bowers, Reginald E.	Maintenance & Repair Worker	New Hire	12/17/18
Dibenedetto, Conner M.	Maintenance & Repair Worker	New Hire	12/17/18
Starnes Jr, Melvin E.	Maintenance & Repair Worker	New Hire	12/17/18
Thomas, Dalton B.	Equipment Operator Senior	Promotion	12/03/18
Young, Jonathan C.	Equipment Operator Senior	Promotion	12/03/18
Wall, Nathan W.	Maintenance & Repair Worker	New Hire	12/03/18
Aguilera, Gloria	Office Support Spec 2	Promotion	12/03/18
Canfield, Kellie Ann	Office Support Spec 2	Promotion	12/03/18
Muro Juarez, Sissy G.	Office Support Spec 2	Promotion	12/03/18
Oliver, Christopher D.	Office Support Spec 2	Promotion	12/03/18
Osborne, Joseph Q.	Operations Manager	Promotion	12/03/18
Allen, Donald R.	Public Works Supt	Promotion	12/03/18
Baker, Brian T.	Public Works Supt	Promotion	12/03/18
Jackson, Marcus D.	Public Works Supt	Promotion	12/03/18

SHERIFF

Cobbs, Jennifer R.	Correctional Officer 2	Promotion	12/16/18
Hughes, Christopher E.	Correctional Officer 2	Promotion	12/16/18

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>WATER SERVICES</u>			
Pickett, Matthew W.	Admin Svcs Mgr	Promotion	12/01/18
Ward, Lamar A.	Indust Electrician 1	New Hire	12/01/18
*Parker, James B.	Indust Mechanic 1	Class Change/Lateral	12/01/18
Boachie, Kwaku S.	Technical Specialist 1	Promotion	12/15/18
Ray, Joseph Alexander	Treatment Plant Tech 1	New Hire	12/01/18
Clay, Marcus P.	Water Maint Leader 1	Promotion	12/15/18
Birdwell, Logan W.	Water Maint Tech	New Hire	12/01/18
Cox, Bill W.	Water Maint Tech	Re-hire	12/01/18
Dobbins, Brandon Dewayne	Water Maint Tech	Re-hire	12/01/18
Houchin, Ashley J.	Water Maint Tech	Re-hire	12/01/18
Russell, Keone O.	Water Maint Tech	New Hire	12/01/18
Woodard, James D.	Water Maint Tech	Re-hire	12/01/18

\*Class Change from Water Maintenance Ldr 2 (TL9) to Industrial Mechanic 1 (TG11)

**MOTION:** *After some discussion, Vice-Chairman Corbitt 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>
Brunson, Sarah A.	Emer Telecomm Off 1	Dismissal	DEC	12/14/18
Storie, Cynthia S.	Emer Telecomm Off 1	Resignation	DEC	11/30/18
Mullins, Amanda D.	Accountant 2	Resignation	Finance	12/07/18
Nolan, Mickey R.	Fire Captain	Pension	Fire	12/03/18
Writesman, Austin M.	Fire Captain	Pension	Fire	11/19/18
Sutherland, Edward C.	Research Analyst 1	Resignation	Fire	12/03/18
Anderson, Micheal L.	Office Support Spec 1	Resignation	General Services	11/27/18
Gates, Tierra D.	Information Sys Oper Tech 1	Resignation	ITS	11/21/18
Johnson, Kayla J.	Probation Officer 1	Resignation	Juvenile Court	11/23/18
Lang, Loretta A.	Probation Officer 2	Pension	Juvenile Court	12/10/18
Robinson, Treyleanna B.	Recreation Leader	Resignation	Parks	12/13/18
Smith, David H.	Info Systems App Analyst 3	Deceased	Police	12/08/18
Cole, Charles M.	Police Officer 2	Resignation	Police	12/08/18
Combs, Randall W.	Police Officer 2	Pension	Police	12/03/18
Dudley, Michael L.	Police Officer 2	Pension	Police	11/16/18
McIntyre, Bradley R.	Police Officer 2	Resignation	Police	12/03/18
Miller, Samuel S.	Police Officer 2	Resignation	Police	11/30/18
Pannell, Johnathan D.	Police Officer 2	Resignation	Police	11/26/18
Wherry, Shatarra D.	Police Operations Coord 1	Resignation	Police	11/23/18
Wiggs, Mikell D.	Police Sergeant	Pension	Police	11/30/18
Wilkerson, Jason Lee	Police Sergeant	Resignation	Police	11/21/18
Morgan, Cody R.	Equipment Operator	Resignation	Public Works	11/23/18
Moore, Titus E.	Equipment Operator Senior	Pension	Public Works	11/29/18
Morgan, Eric C.	Maintenance & Repair Worker	Pension	Public Works	12/07/18
Brister, Damion D.	Correctional Officer 1	Resignation	Sheriff	11/20/18
Franklin, Gemayle D.	Correctional Officer 1	Resignation	Sheriff	12/10/18
Harris, Alexis M.	Correctional Officer 1	Resignation	Sheriff	11/20/18
Jackson, Levert	Correctional Officer 1	Resignation	Sheriff	12/08/18
Lee, Caleb D.	Correctional Officer 1	Resignation	Sheriff	12/11/18
Maples, Ryan L.	Correctional Officer 1	Resignation	Sheriff	11/27/18
Robbins, Robert L.	Correctional Officer 1	Resignation	Sheriff	12/12/18

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Zimmerman, Katie M.	Correctional Officer 1	Resignation	Sheriff	12/06/18
Fiddler, Casey B.	Correctional Officer 2	Resignation	Sheriff	12/09/18
Murphy, Cory R.	Correctional Officer 2	Resignation	Sheriff	11/19/18
Lauderdale-Dickerson, Tawanda	Social Worker	Resignation	Social Services	12/07/18
Doss, Shonreh A.	Social Worker 3	Resignation	Social Services	11/30/18
Nelson II, Lee A.	Admin Svcs Officer 3	Pension	Water Services	11/28/18
Blanton, Cleavland E.	Cust Svc Field Rep 3	Pension	Water Services	11/20/18
Raines, Phillip C.	Technical Specialist	Deceased	Water Services	11/26/18
Russell, Keone O.	Water Maintenance Technician	Resignation	Water Services	12/06/18

**MOTION:** After some discussion, Vice-Chairman Corbitt 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>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
Safety Inspector 1	PW	159	Open	12/03/18	A
IS Advisor 1 - R12 Security & System Administrator	ITS	1	Dept	12/03/18	E
Finance Officer 2 - Financial Accountability	Finance	27	Open	12/03/18	E
Mechanical/Gas Inspector 1	Codes	9	Cont	12/03/18	E
IS Advisor 1 - Public Works	PW	2	Dept	12/04/18	E
Engineer-In-Training -Transportation	PW	19	Open	12/04/18	A
Office Support Spec 2 - hubNashville	PW	4	Dept	12/04/18	E
Treatment Plant Technician 1	Water	74	Cont	12/05/18	E
Circulation Assistant 1	Library	163	Cont	12/05/18	E
Librarian 1	Library	44	Cont	12/05/18	E
Research Analyst 1-Fire	Fire	16	Open	12/06/18	A
Technical Specialist 2 - Field Activities	Water	11	Dept	12/07/18	E
Administrative Assistant - Commander	Police	7	Dept	12/10/18	E
Internal Auditor-Principal	Int Audit	10	Open	12/10/18	E
Museum Specialist 2 - Education Director	Parks	45	Open	12/11/18	E
Industrial Maintenance Supervisor 2 - Water Quality	Water	20	Dept	12/13/18	E
IS Advisor 1 - Business Solutions Lead	ITS	1	Dept	12/13/18	E
Building Maintenance Mechanic	Library	9	Open	12/17/18	E
Equipment Operator	Water	23	Cont	12/17/18	E
Maintenance & Repair Worker	Parks	165	Cont	12/18/18	E
Maintenance & Repair Worker Senior	Library	26	Open	12/18/18	E
Equipment & Supply Clerk 3 - Fire	Fire	42	Open	12/19/18	E
Emergency Medical Technician 1	Fire	84	Open	12/19/18	E
Librarian 2	Library	31	Cont	12/19/18	E
IS Applications Technician 1	Library	128	Open	12/20/18	A
Correctional Officer Trainee	Sheriff	18	Cont	12/21/18	E
Professional Specialist - Police Crime Analyst	Police	29	Open	12/26/18	E
Security Guard	Library	125	Open	12/27/18	A
Application Technician 3 - Payroll	PW	9	Metro Wide	12/27/18	E

**MOTION:** After some discussion, Vice-Chairman Corbitt 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: **Metro Police Department employee, Gary Walsh, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation**

Mr. Walsh 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. Walsh's IOD time through June 24, 2019. Seconded by Commissioner North, and the Commission approved without objection.**

- (2: **Amend FY2019 Pay Plan**

Human Resources Assistant Director Mike Taylor and Human Resources Analyst Leslie Schuster were present before the Commission to discuss the amendment.

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

- (3: **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.**

- (4: **Human Resources Updates**

On November 9, at the request of Belmont University staff, HR Staff conducted training in Interviewing and Career Searching for more than 60 students in Principals of Management classes at Belmont University. HR staff posted photos of the event on the HR LinkedIn account and 747 users viewed the post.

Over the course of 2018, Metro Human Resources:  
 participated in 11 outreach events, including job fairs, education fairs, and special events.  
 completed 310 recruitments and processed 30,145 applications for those positions.  
 offered 555 training class sessions; 54 supervisory training classes; and introduced three new training courses: Domestic Violence, Workplace Ethics, and QPR – Suicide Prevention Awareness.  
 Completed: 9 compensation/classification audits; 7 EEO investigations; 11 Non-EEO investigations.

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

- (5: **Communiqués from the public on pending hearings**

There were none.

**(6: 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.***

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

Applicant JB 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 Sanders moved to approve the request for a waiver. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.***

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

Applicant NG 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.***

**(9: Appeal of Medical Disqualification: JMH, 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.***

**(10: Appeal of Medical Disqualification: JSH, 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.***

**(11: Appeal of Medical Disqualification: DM, 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 Sanders moved to approve the request for a waiver. Seconded by Commissioner North, and the Commission approved without objection.***



**(12: 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 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.***

**With nothing further, the regular meeting adjourned at 9:14 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**