

# METROPOLITAN CIVIL SERVICE COMMISSION

# **MINUTES**

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 January 8**, **2019**. 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.

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# **APPOINTMENTS**

APPOINTMENTS			
<u>NAME</u>	CLASSIFICATION	TYPE	DATE
EMERGENCY COMMUNICATIONS	<u> </u>		
Hayes, William M.	Emer Telecommunications Superv	Promotion	01/12/19
<u>FINANCE</u>			
Pedley, Rhonda M.	Admin Svcs Mgr	Promotion	12/31/18
•	- -		
<u>FIRE</u>			
Sesler, Brian A. Bratcher, Larry Daniel *Gold, Beegees	Emerg Medical Tech 1 Equip & Supply Clerk 3 Paramedic 1	Re-hire Re-hire Class Change/Lateral	01/16/19 01/16/19 01/16/19
*Class Change from EMT 2 (PF4) to	Paramedic (PF4)		
INFORMATION TECHNOLOGY SE	<u>ERVICES</u>		
Snow, Matthew Christian Quisenberry, Amber R. Que, Allan Melvin	Information Systems Advisor 1 Information Systems Advisor 2 Information Systems Advisor 3	New Hire Promotion Promotion	01/12/19 12/29/18 01/12/19
INTERNAL AUDIT			
Riley, Lauren E.	Internal Auditor-Principal	Re-hire	12/21/18
<u>PARKS</u>			
Petrole, Katherine M. *Seldon, Deborah A.	Museum Spec 2 Office Support Rep 2	New Hire Transition - Civil Service	01/08/19 01/11/19
Siewers, Helen T.	Technical Specialist 1	New Hire	01/22/19
*Transition to CS from Part Time sta	atus		
POLICE			
McCluskey, Lisa R. Groff, Danielle N.	Admin Asst Professional Spec	Promotion New Hire	01/01/19 01/16/19
PUBLIC LIBRARY			
Fanta, Andrea L. Klima, Joseph J. Osborne, Katherine Ann Casper, Krista Lyn Mahdi, Jahan S. McFarland, John M	Admin Svcs Division Manager Bldg Maint Mechanic Circulation Asst 1 Librarian 1 Librarian 1 Librarian 1	Promotion New Hire New Hire New Hire New Hire Promotion	01/14/19 12/31/18 12/31/18 12/31/18 12/31/18 12/31/18
Movius, Elizabeth V.	Librarian 1	Promotion	01/28/19

# **APPOINTMENTS**

NAME	CLASSIFICATION	TYPE	DATE
PUBLIC LIBRARY			
Wallace, Jerry W. Jensen, Lindsay A. Roberts, Joanna R. Rua-Bashir, Patricia Keegan, Keith J. Godbey, Megan L.	Librarian 2 Library Mgr 1 Library Mgr 1 Library Mgr 2 Maintenance & Repair Worker Se Program Supv	Promotion Promotion Promotion Promotion Promotion Promotion	01/14/19 01/14/19 12/31/18 01/14/19 12/31/18 01/14/19
PUBLIC WORKS			
Bush, William T. Dean, Christopher L. Guest, Stephen J. Hmura, Michael W. Ward, Marvin R. Weaver, Caberious C. Davis, Gary D. Gresham II, James E. Thompson, Tyler C. Neal, Kasmere K. Grady, Robert L. Draper Jr, David E.	Customer Service Field Rep Equipment Operator Equipment Operator Senior Equipment Operator Senior Equipment Operator Senior Equipment Operator Senior Information Systems Advisor 1 Maintenance & Repair Worker Maintenance & Repair Worker Office Support Spec 1 Sanitation Supv Sanitation Worker	New Hire Promotion Promotion Promotion Promotion Promotion Promotion New Hire New Hire New Hire Promotion Re-hire	01/14/19 12/31/18 12/31/18 12/31/18 12/31/18 12/31/18 12/17/18 01/14/19 12/31/18 01/14/19 01/28/19 12/31/18
SOCIAL SERVICES  Harper, Garret D.	Contract Admin	New Hire	01/14/19
WATER SERVICES			
Dewald, Kaitlyn Judith *Block, Chase J. Boone, Douglas Clinton Fleming, Robert C. Ledsinger, John B. Bryant, Branden S. Jolley, Tyrone Tisdale, Malcolm J. Barnes, Tonya L. Guerrier, Jackson R. Jordan III, Robert Willie Mays, Jaqueze A.	Engineer In Training Envir Compliance Officer 3 Equipment Operator Equipment Operator Equipment Operator Indust Maint Supv 2 Technical Specialist 2 Water Maint Leader 2 Water Maintenance Technician Water Maintenance Technician Water Maintenance Technician Water Maintenance Technician	New Hire Class Change/Lateral New Hire Promotion Promotion Promotion Promotion Promotion New Hire Re-hire New Hire Re-hire	01/12/19 01/12/19 01/12/19 12/29/18 12/29/18 12/29/18 01/12/19 01/12/19 01/12/19 01/12/19 01/12/19 01/12/19

<sup>\*</sup>Class Change from Water Quality Analyst 3 (OR5) to Environmental Comp Officer 3 (OR5)

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

# **TERMINATIONS/ PENSIONS**

NAME	CLASSIFICATION	TYPE	DEPT	DATE
Langley, Carla J.	Admin Svcs Officer 4	Pension	Codes Administration	01/24/19
Simpkins, Edward L.	Bldg Inspector 1	Pension	Codes Administration	01/22/19
Bone, Joe	Bldg Inspector 2	Pension	Codes Administration	01/25/19
Talley, William K.	Electrical Inspector 1	Pension	Codes Administration	01/22/19
Brown, Adrianne Holt	Office Support Spec 1	Pension	Codes Administration	01/11/19
Thomopoulos, Richard	Zoning Examiner	Pension	Codes Administration	01/16/19
Johnson, Devonte T.	Emer Telecomm Off 1	Resignation	DEC	12/28/18
Wellington, Donnesha L.	Emer Telecomm Off 1	Dismissal	DEC	01/10/19
Wheeler, Angela D.	Emer Telecomm Off 1	Resignation	DEC	12/28/18
Howard, Autumn D.	Emer Telecomm Off 2	Resignation	DEC	01/23/19
Rocchietti, Holly N.	Emer Telecomm Off 3	Resignation	DEC	12/31/18
O'Neal, Shandrie A.	Emer Telecomm Off 4	Resignation	DEC	01/11/19
Tidwell, Jeremy K.	Emer Telecomm Superv	Resignation	DEC	01/01/19
Suggs, Carlos Eugene	Procurement Officer 2	Resignation	Finance	01/11/19
Mohon, Charles S.	Emerg Medical Tech 2	Pension	Fire	12/31/18
Dillehay, Darrell	Fire District Chief	Pension	Fire	01/02/19
Corbin, Robert G.	Fire Engineer	Pension	Fire	12/18/18
Pinn, Madison R.	Paramedic 2	Resignation	Fire	01/01/19
Hollingsworth, Timothy W.	Information Systems Advisor 1	Pension	ITS	01/25/19
Sellars, Ashlee Marie	Office Support Rep 3	Resignation	Juvenile Court	12/31/18
Duke, Sandra F. Hill, Sharon E.	Social Work Tech Admin Svcs Officer 3	Pension Pension	Juvenile Court	12/21/18 01/04/19
Bushulen, Greggory W.	Maint & Repair Worker Se	Resignation	Municipal Auditorium Parks	01/04/19
Collier, Michael W.	Maint & Repair Worker Se Maint & Repair Worker Se	Pension	Parks	12/27/18
Wright, Tiffany Severa	Office Support Rep 2	Resignation	Parks	12/27/18
Jackson, Justin Lamar	Police Officer 1	Resignation	Police	12/21/18
Billotte, Joshua A.	Police Officer 2	Resignation	Police	12/16/18
Branum, Bo L.	Police Officer 2	Resignation	Police	01/02/19
Jones, Gregory A.	Police Officer 2	Pension	Police	01/11/19
Lackey, Joshua D.	Police Officer 2	Resignation	Police	01/02/19
Ludvigson, Ryan D.	Police Officer 2	Resignation	Police	01/02/19
Nidiffer, Shelia S.	Police Officer 2	Pension	Police	01/07/19
O'Brien, Thomas J.	Police Officer 2	Resignation	Police	12/28/18
Ortkiese, Sarah Ann	Police Officer 2	Resignation	Police	12/26/18
Page, Mekisha	Police Officer 2	Resignation	Police	12/12/18
Rogan, Caleb M.	Police Officer 2	Resignation	Police	01/15/19
Williams, Roderic O.	Police Officer 2	Pension	Police	12/15/18
Crissman IV, Jim J.	Police Officer 2-Fld Trng Ofcr	Resignation	Police	01/04/19
Lowry, Richard A.	Police Sergeant	Pension	Police	12/22/18
Nicholson, John J.	Police Sergeant	Pension	Police	01/11/19
McTear, Kathy A.	Circulation Asst 2	Pension	Public Library	01/17/19
Ramos, Melissa L.	Librarian 1	Resignation	Public Library	01/04/19
Price, Larry C.	Library Svcs Asst Dir	Pension	Public Library	01/11/19
Freudenthal, Richard N.	Security Guard	Resignation	Public Library	12/28/18
Harrington, Cheryl L. Jordan, Cedric W.	Admin Spec	Pension Pension	Public Works	12/28/18 01/02/19
Camacho, Mark A.	Customer Service Field Rep Equipment Operator Senior	Resignation	Public Works Public Works	12/28/18
Jumper, John L.	Equipment Operator Senior	Pension	Public Works	01/02/19
Hubble, Danny L.	Maint & Repair Supv	Pension	Public Works Public Works	01/02/19
Gooch, Terry L.	Maintenance & Repair Leader	Pension	Public Works	01/11/19
Bowers, Reginald E.	Maintenance & Repair Worker	Resignation	Public Works	12/20/18
Grantham, John D.	Maintenance & Repair Worker	Resignation	Public Works	01/04/19
Rigsby, Jackie D.	Maintenance & Repair Worker	Dismissal	Public Works	12/31/18
Spurlock, Isaiah H.	Maintenance & Repair Worker	Resignation	Public Works	12/27/18
Combs II, Joe E.	Sanitation Worker	Resignation	Public Works	12/30/18

# **TERMINATIONS/ PENSIONS**

NAME	CLASSIFICATION	TYPE	DEPT	DATE
Easley, Brittany D.	Correctional Officer 1	Resignation	Sheriff	01/24/19
Hayes, Rontavia M.	Correctional Officer 1	Dismissal	Sheriff	12/17/18
Mitchell, Leronce D.	Correctional Officer 1	Resignation	Sheriff	12/30/18
Steele, Lawanda	Correctional Officer 1	Deceased	Sheriff	12/17/18
Deater, Christopher J.	Correctional Officer 2	Resignation	Sheriff	01/16/19
Walker, Thomas A.	Correctional Officer Lieut	Pension	Sheriff	01/10/19
Cullom, Patricia A.	Nutrition Site Coord	Pension	Social Services	12/31/18
Robel, Victor B.	Admin Svcs Mgr	Pension	Water Services	01/11/19
Bryant, Gloria J.	Admin Svcs Officer 3	Pension	Water Services	12/28/18
Edwards, Stephen L.	Engineer Technician Senior	Pension	Water Services	01/02/19
Foster, Stephen A.	Equipment Operator	Pension	Water Services	01/07/19
Hale, Donald J.	Equipment Operator Senior	Pension	Water Services	01/03/19
Guest, Kevin B.	Indust Electrician 1	Resignation	Water Services	01/09/19
White, Terry	Indust Maint Supv 2	Pension	Water Services	01/11/19
Crow, David F.	Plumber	Pension	Water Services	01/04/19
Wilson, Ulgrace E.	Service Rep 2	Resignation	Water Services	01/17/19
Blackburn Jr, Clarence E.	Treatment Plant Tech 2	Pension	Water Services	12/28/18

MOTION: After some discussion, Commissioner Sanders 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**

CLASSIFICATION	<u>DEPT</u>	ON LIST	TYPE	ESTA <u>DATE</u> A	ABLISH/ BOLISH
Recreation Leader-Aquatics Environmental Compliance Officer 3 Office Support Representative 3-Juvenile Court Engineering Technician Sr Engineering Library Manager 2 - Childrens Services Sanitation Supervisor Crime Scene Technician 1 Adm Services Division Mgr - Communications Program Supervisor - Bringing Books to Life IS Advisor 2 - Server/Storage Architect Specialized Skills Instructor Technical Specialist 1 - Greenways & Trail Project Mgr Contract Administrator - Social Data IS Advisor 3 - Network Engineer Finance Manager Correctional Officer Trainee Environmental Compliance Officer 1 - Stormwater Police Operations Coordinator 2 - Chief's Office CAD/GIS Analyst 2 IS Advisor 1 - Database Administrator Adm Services Officer 3 - Event Administrator Crime Lab Forensic Technician - Firearm & Tool Mark ID Unit Sanitation Worker	Parks Water Juv Court Water Library PW Police Library ITS Parks Parks Soc Serv ITS Finance Sheriff Water Police Water ITS Mun Aud Police PW	13 20 165 11 9 5 233 1 1 1 19 10 32 1 19 10 40 3 13 6 1 314 31	Open Open Open Open Open Dept Open Dept Dept Dept Dept Open Cont Cont Cont Dept Open Cont Cont Cont Cont Cont Cont Cont Con	01/04/19 01/07/19 01/08/19 01/09/19 01/09/19 01/09/19 01/10/19 01/14/19 01/14/19 01/15/19 01/15/19 01/15/19 01/15/19 01/17/19 01/17/19 01/23/19 01/23/19 01/23/19 01/25/19 01/29/19	BOLISH  A E A E E E E E E E E E E E E E E E E
Water Maintenance Leader 2 - Masonry Maintenance & Repair Worker Crime Lab Evidence Receiving Supervisor Police Operations Assistant 1 Engineer in Training - Dev. Services	Water PW Police Police PW	2 184 3 155 9	Dept Cont Dept Cont Open	01/30/19 01/31/19 01/31/19 01/31/19	E E E E

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### **ELIGIBILITY REGISTER REPORT**

CLASSIFICATION	<u>DEPT</u>	ON LIST	TYPE	ESTAE <u>DATE</u> AB	
Engineer in Training - Transportation	PW	11	Open	01/31/19	Е
IS Communications Analyst 3 - Physical Security	ITS	2	Dept	01/31/19	Ε
Police Sergeant	Police	54	Dept	02/12/19	Е

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

# **DEPARTMENTAL ITEMS**

(1: Chief Steve Anderson requests an Open Range Increase for Crime Lab Assistant Director, Julia Hooper

Human Resources Analyst Wyntress Patterson, Crime Lab Business Manager Heather Watson, Police Human Resources Manager Sue Bibb, and Captain Harmon Hunsicker were present before the Commission to discuss the request.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the request for an Open Range Increase effective October 1, 2018. Seconded by Commissioner Sanders, and the Commission approved without objection.

(2: Director Mark Sturtevant requests an Open Range Increase for Engineer-in-Training, Ashy French

Human Resources Analyst Monica Anderson and Public Works Human Resources Manager Charles Boddie were present before the Commission to discuss the request.

MOTION: After some discussion, Commissioner Sanders moved to approve the request for an Open Range Increase. Seconded by Vice-Chairman Corbitt, 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:

(3: Review of Initial Order - David McMicken, Parks Department - Dismissal

David McMicken and Metro Legal Attorney Justin Marsh, representing the Parks Department, were before the Commission to discuss the Initial Order.

MOTION: After some discussion, Vice-Chairman Corbitt moved to uphold the Initial Order. Seconded by Commissioner Sanders, and the Commission approved without objection.

(4: Petition for Reconsideration of Final Order Issued by the Metropolitan Civil Service Commission – Wesley Feinstein, Police Department - Suspension / Dismissal

Jason Bobo, representing Metro Nashville Police Department, was present before the Commission. Mr. Feinstein's representation, Worrick Robinson, was unable to attend and requested a deferral to the March Civil Service Meeting. Commissioner Link asked to add the deferral request email to the record.

ACTION: This item was deferred to the March 12, 2019 Civil Service Commission Meeting.

(5: Metro Fire Department employee, Scott Jenkins, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Human Resources Analyst Monica Anderson and Fire Human Resources Manager Jamie Summers were present before the Commission to discuss the request.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Mr. Jenkins' IOD time through March 31, 2019. Seconded by Commissioner North, and the Commission approved without objection.

(6: Metro Police Department employee, Jessica Burton Johnson, is requesting to extend her IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Ms. Johnson 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. Johnson's IOD time until April 1, 2019. Seconded by Commissioner North, and the Commission approved without objection.

(7: Metro Police Department employee, Russell Wade, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

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

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

### (8: 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 to add the Community Oversight Board Executive Director, Assistant Director, and Legal Advisor to the pay plan.

MOTION: After some discussion, Vice-Chairman Corbitt moved to add the classifications to the pay plan. Seconded by Commissioner North, 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

January 8 - 19, various Human Resources staff assisted in coordinating the Sergeant's Assessment Center for MNPD. 54 officers completed the promotional assessment process.

Last month, HR Assistant Director Mike Taylor completed SHRM (Society for Human Resources Management)-SCP (Senior Certified Professional) recertification requirements, renewing his SHRM-SCP credentials.

Multiple members of the HR Talent Acquisition Team recently achieved Silver Belt, White Belt, and Purple Belt NEOGOV Administrative Software Applicant Tracking Platform Certifications.

Human Resources Talent Acquisition Manager Wanda Hadley introduced Human Resources Administrator Mary Emigh and Human Resources Analyst Omar DeJesus. She then gave a brief recruitment presentation with emphasis on social media recruitment, including a new recruitment video highlighting public service in Metro departments.

ACTION: This was for a report only.

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

There were none.

-The meeting adjourned for a brief recess, and then resumed with the following items which were not aired on the Metro Nashville Network.-

## (12: Appeal of Medical Disqualification: CG, Applicant for Fire Recruit

Applicant CG 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 Link, and the Commission approved without objection.

### (13: Appeal of Medical Disqualification: RE, 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.

### (14: Appeal of Medical Disqualification: ML, 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 defer the appeal to the March Civil Service Commission Meeting. Seconded by Commissioner Sanders, and the Commission approved without objection.

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

Applicant MDM 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 Link, and the Commission approved without objection.

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

Applicant MKM 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 Link moved to approve the request for a waiver. Seconded by Commissioner North, and the Commission approved without objection.
- (17: Appeal of Medical Disqualification: JO, Applicant for Police Officer Trainee

Applicant JO 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.
- (18: Appeal of Medical Disqualification: SP, Applicant for Police Officer Trainee

Applicant SP 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 Link moved to approve the request for a waiver. Seconded by Commissioner North, and the Commission approved without objection.
- (19: Appeal of Medical Disqualification: MS, 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 Link, and the Commission approved without objection.
- (20: Appeal of Medical Disqualification: MZ, Applicant for Police Officer Trainee

With nothing further, the regular meeting adjourned at 9:35 a.m.

Applicant MZ 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, Commissioner Link moved to deny the request for a waiver. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

ATTEST:	APPROVED:			
Shannon B. Hall, Director Secretary to the Commission	William H. Farmer, Chairman Civil Service Commission			