



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

June 11, 2019

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, 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 May 14, 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

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
Johnston, Robert W.	Bldg. Inspector 1	New Hire	05/20/19
Robinson, Demetria J.	Office Support Rep 3	New Hire	05/20/19

EMERGENCY COMMUNICATIONS

Williams, Casey Jane	Emer Telecommunications Off 1	Re-hire	04/29/19
Gobelet, Jeremiah B.	Emer Telecommunications Super	Promotion	05/04/19

FINANCE

Liventsova, Ekaterina M.	Admin Svcs Officer 4	New Hire	05/20/19
*Davidson, Tammie Y.	Application Tech 2	Transition - Civil Service	05/13/19
Alexander, Christina M.	Procurement Officer 3	Promotion	05/06/19

*Transition to CS from Emergency Status

INFORMATION TECHNOLOGY SERVICES

Peery, Laura E.	Info Systems App Analyst 3	Promotion	04/29/19
Haney, Lisa	Info Systems App Analyst 3	New Hire	05/31/19

JUVENILE COURT

Garcia, Yesenia R.	Probation Officer 1	New Hire	05/02/19
*Hampton, Shellis L.	Probation Officer 1	Department Transfer/Transition - CS	05/01/19
Jones, Brandie A.	Probation Officer 1	New Hire	05/14/19
Wilcox, Brittney N.	Probation Officer 1	New Hire	05/01/19

*Department Transfer from State Trial Courts (Case Worker, NCS) To Juvenile Court (Probation Officer 1)

PARKS

Hodge, Anthony S.	Bldg & Grnds Electrician	New Hire	05/28/19
Sedgwick, Cullen M.	Bldg & Grnds Electrician	New Hire	05/01/19
Abbott, Martin W.	Maintenance & Repair Leader	Promotion	05/03/19
Ellington, Richard L.	Park Police Sergeant	Promotion	05/03/19
Patterson, Demario D.	Program Coord	Promotion	05/17/19
Robinson, Reginald L.	Program Coord	Promotion	05/17/19
*Hayes, Mariano J.	Recreation Leader	Voluntary Reduction in Grade	05/17/19

*Voluntary Reduction in Grade from Program Coordinator (ST9) to Recreation Leader (ST7)

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
Ramapurath, George J.	Info Sys Comm Analyst 3	Promotion	05/01/19
Rutter, Richard C.	Information Systems Advisor 1	New Hire	05/01/19
^Brown III, Melvin S.	Police Officer 2	Demotion	05/23/19
^Forsyth, Kimberly V.	Police Officer 2	Demotion	05/09/19
*Phipps, Jonathan P.	Police Officer 2	Class Change	04/17/19
Sylvester, Linda M.	Police Operations Coord 2	Promotion	05/01/19

^Demotion from Police Sgt (PF8) to Police Officer 2 (PF4)

*Class Change from Police Officer 1 to Police Officer 2

PUBLIC LIBRARY

*Uebbing, Philip David	Circulation Asst 1	Transition - Civil Service	05/06/19
Clark, Kimberly Sue	Custodian	New Hire	05/20/19
^Hammons, Thomas L.	Info Systems App Tech 1	Department transfer/Class Change	05/20/19
Smyth, April Tiffany	Library Assoc 1	New Hire	05/06/19
Wagner, Leanna Hope	Library Assoc 1	New Hire	05/20/19
Frederick, Corey M.	Office Support Spec 2	Promotion	05/20/19

*Transition - CS from Part Time Position

^Department Transfer from ITS (IS Operations Tech 1, OR1) to Library (IS Applications Tech 1, OR1)

PUBLIC WORKS

*Alexander, Pamela D.	Customer Service Field Rep	Class Change/Lateral	05/20/19
Revetta, Jacob A.	Engineer Technician Senior	New Hire	05/20/19
Johnson, David F.	Equipment Operator	Promotion	05/20/19
Lamborn, Trevor R.	Equipment Operator	Promotion	05/20/19
^Dickerson, Mark D.	Equipment Operator Senior	Class Change	05/06/19
**Johnson, Tony L.	Maintenance & Repair Worker	Voluntary Reduction in Grade	05/20/19

*Class Change from Equipment Operator Senior (TG9) to Customer Service Field Rep (ST7)

^Class Change from Sanitation Worker (TG5) to Equipment Operator Sr (TG9)

**Voluntary Reduction in Grade from Equipment Operator (TG7) to M&R Worker (TG5)

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>WATER SERVICES</u>			
Fisher, Jessy R.	Admin Svcs Officer 4	New Hire	05/04/19
Parrish, Patricia E.	Information Systems Advisor 2	Promotion	05/04/19
Searcy, Charlene L.	Information Systems Advisor 2	Promotion	05/04/19
*Gardner, Denika N.	Office Support Rep 3	Voluntary Reduction in Grade	05/22/19
Searcy-Biggs, Kelly R.	Office Support Spec 2	Promotion	05/18/19
Amburgey, David A.	Treatment Plant Asst Mgr	New Hire	05/03/19
Speaks, Nicholas S.	Treatment Plant Tech 1	New Hire	05/04/19
Bryant, Eaton M.	Utility Maintenance Tech	New Hire	05/03/19
Dalton, Vashaun D.	Utility Maintenance Tech	New Hire	05/03/19
Dial III, Roland	Utility Maintenance Tech	New Hire	05/04/19
Jumper, Walter N.	Utility Maintenance Tech	Re-hire	05/04/19
Murphy Jr, David L.	Utility Maintenance Tech	New Hire	05/04/19
Terrell, Aguirre L.	Utility Maintenance Tech	Re-hire	05/04/19
Tindzley, Michael R.	Water Maint Leader 2	Promotion	04/20/19
Jared, Emily L.	Water Quality Analyst 3	Promotion	05/18/19

*Voluntary Reduction in Grade from Customer Service Field Rep (ST7) to Office Support Rep 3 (ST6)

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>
Porter, Michael R.	Mech/Gas Inspector 1	Resignation	Codes Administration	05/17/19
Lewis, Eileen M.	Emer Telecommunications Off 1	Resignation	DEC	05/13/19
Sturgeon, Casey Elaine	Emer Telecommunications Off 1	Resignation	DEC	05/04/19
Gilluly, Angela P.	Emer Telecommunications Off 4	Resignation	DEC	05/02/19
Clark, Lorenzo S.	Emer Telecomm Superv	Resignation	DEC	05/02/19
Hale, Lesia D.	Application Tech 3	Pension	Finance	04/30/19
Eagles, Benjamin C.	Finance Officer 2	Resignation	Finance	04/26/19
Jordan, Charles D.	Fire Captain	Pension	Fire	05/03/19
Mosley, James R.	Fire Captain	Pension	Fire	05/15/19
Evans, Chase R.	Fire Engineer	Pension	Fire	04/30/19
Hardtke, Charles K.	Fire Engineer	Pension	Fire	04/29/19
Miller, Janice A.	Application Tech 3	Pension	General Services	05/03/19
Biggs, Kevin L.	Equip Mechanic	Resignation	General Services	05/02/19
Culberson II, Roy E.	Equip Mechanic	Resignation	General Services	05/07/19
Moore, Carrie W.	Office Support Rep 3	Resignation	Juvenile Court	05/03/19
Bobo, Jamita L.	Probation Officer 2	Resignation	Juvenile Court	05/03/19
Moore, Robin N.	Application Tech 2	Pension	Parks	05/02/19
Pardue, Janet M.	Police Commander	Pension	Police	05/15/19
Blake, Monica S.	Police Officer 2	Resignation	Police	04/30/19
Cole, Ericka B.	Police Officer 2	Resignation	Police	04/28/19
Georgeson, Alexander	Police Officer 2	Resignation	Police	05/03/19
Jenkins, Jared L.	Police Officer 2	Resignation	Police	04/29/19
Lowry, Dallas William	Police Officer 2	Resignation	Police	05/12/19
Schohn, Robert Andrew	Police Officer 2	Resignation	Police	05/10/19
Perry, Anna G.	Library Assoc 1	Resignation	Public Library	05/03/19
Rodrigue, Ernest J.	Sanitation Worker	Resignation	Public Works	05/03/19

TERMINATIONS/ PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPT</u>	<u>DATE</u>
Cowins, Briana L.	Correctional Officer 1	Resignation	Sheriff	04/22/19
Davis, Nicole E.	Correctional Officer 1	Resignation	Sheriff	05/07/19
Lepter Jr, John W.	Correctional Officer 1	Dismissal	Sheriff	04/26/19
Minnick-Rochelle, Gary E.	Correctional Officer 1	Resignation	Sheriff	05/03/19
Rush, Brittany S.	Correctional Officer 1	Resignation	Sheriff	05/12/19
Stovall, Jack R.	Correctional Officer 1	Resignation	Sheriff	04/22/19
Nicholson, Dustin T.	Correctional Officer 2	Resignation	Sheriff	05/10/19
Bone, Joshua L.	Correctional Officer Lieut	Pension	Sheriff	05/03/19
Martin, James R.	Customer Service Field Rep Sen	Deceased	Water Services	05/04/19
Hotchkiss, Kalee M.	Envir Compliance Officer 1	Resignation	Water Services	05/17/19
Goins Jr, William P.	Indust Electronics Tech 2	Pension	Water Services	05/04/19
Mullins, Thomas L.	Indust Maint Supv 2	Pension	Water Services	05/09/19
Whitlow, Elean Lynette	Service Rep 2	Resignation	Water Services	04/29/19
Damte, Belachew G.	Treatment Plant Tech 2	Resignation	Water Services	04/26/19

MOTION: After some discussion, Vice-Chairman Corbitt moved for approval of the Termination/Pension report as listed. Commissioner North seconded, 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 Specialist 1	Gen. Services	165	Open	05/01/19	E
Signal Tech 1	Pub Wks	12	Open	05/02/19	A
Customer Service Field Rep	Water	181	Open	05/02/19	A*
Equipment Operator-Dump Truck	Water	11	Open	05/02/19	A*
Equipment Operator Specialist-Gradall	Water	5	Open	05/02/19	A*
Plumber	Water	22	Open	05/02/19	A*
Masonry Worker-Water Services	Water	2	Open	05/02/19	A*
Water Maintenance Leader 2	Water	24	Open	05/02/19	A*
Water Maintenance Leader 1-Flow Crew	Water	4	Dept	05/02/19	A*
Water Maintenance Leader 1-Sewer Maint.	Water	4	Dept	05/02/19	A*
Water Maintenance Leader 1-Systems Services	Water	9	Dept	05/02/19	A*
Water Maintenance Technician	Water	27	Cont.	05/02/19	A*
Application Technician 2 - Water Services	Water	128	Open	05/03/19	E
Procurement Officer 3 - Purchasing	Finance	1	Dept	05/03/19	E
Crime Lab Forensic Technician - Biology Unit	Police	226	Open	05/03/19	E
Equipment Operator Senior	Water	13	Open	05/06/19	E
Correctional Officer Trainee	Sheriff's	8	Cont.	05/08/19	E
Concession Clerk 2-Golf	Parks	68	Open	05/09/19	A
Administrative Services Officer 4	Codes	23	Metro Wide	05/09/19	E
Application Technician 2 - AP	Finance	89	Open	05/10/19	E
Procurement Officer 1	Finance	1	Dept	05/14/19	E
Maintenance & Repair Worker Sr. Golf	Parks	5	Dept	05/15/19	E
Program Coordinator Parks	Parks	98	Cont.	05/16/19	E
Office Support Specialist 2	Library	168	Open	05/17/19	E
Administrative Services Officer 4--Grants Mgr.	Arts	53	Open	05/21/19	E
Administrative Services Manager-IT/Fire	Fire	15	Open	05/22/19	A
Engineering Technician Sr.	Pub Wks	6	Open	05/22/19	E
IS Applications Analyst 3 - Project Mgr. BASS	ITS	8	Open	05/22/19	E
IS Applications Technician 2-Police/MDC	Police	37	Open	05/22/19	E
IS Communications Analyst 3-Police/Video Evidence	Police	19	Cont.	05/22/19	E

ELIGIBILITY REGISTER REPORT

<u>CLASSIFICATION</u>	<u>DEPT</u>	<u>ON LIST</u>	<u>TYPE</u>	<u>ESTABLISH/ DATE</u>	<u>ABOLISH</u>
IS Advisor 1 - Police/SQL Developer	Police	9	Open	05/22/19	E
Office Support Specialist 1	Police	117	Open	05/22/19	E
Service Representative 2 – Dispatch	Water	94	Cont.	05/23/19	E
Fire District Chief-Staff Services	Fire	19	Dept	05/24/19	E
Fire District Chief-EMS	Fire	35	Dept	05/24/19	E
Fire District Chief-Suppression	Fire	81	Dept	05/24/19	E
Accountant 3 - Operations	Finance	5	Dept	05/24/19	E
Administrative Services Manager - Police - HR/Payroll	Police	4	Dept	05/24/19	E
IS Manager-Police/IT	Police	1	Dept	05/28/19	E
Fire Captain - Staff Services	Fire	23	Dept	05/28/19	E
Water Quality Analyst 3	Water	14	Open	05/28/19	A
Administrative Services Officer 4-Fire	Fire	161	Open	05/29/19	A
Community Oversight Board Legal Advisor	COB	5	Open	05/29/19	E
Community Oversight Board Assistant Director	COB	55	Open	05/29/19	E
Accountant 2 - Operations	Finance	21	Open	05/30/19	E

*NOTED register's abolished due to newly created job classifications in Metro Water Services

MOTION: After some discussion, Vice-Chairman Corbitt moved for approval of the Eligibility Registry as listed. Commissioner North seconded, 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 – Monica Blake, Police – Suspension

Cynthia Gross representing the Police Department, was present before the Commission to discuss the Agreed Order. Kyle Mothershead, representing Monica Blake, was unable to appear, but communicated that he was in agreement with the Agreed Order.

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

(2: Review of Order of Dismissal – Monica Blake, Police - Suspension

Cynthia Gross representing the Police Department, was present before the Commission to discuss the Agreed Order. Attorney Kyle Mothershead, representing Monica Blake, was unable to appear, but communicated that he was in agreement with the Agreed Order.

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

(3: Nashville Fire Department employee, Philip LeGate, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Ms. Summers, representing the Nashville Fire Department, and Human Resources Analyst, Monica Anderson were present before the Commission to discuss the request.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the request to extend Mr. LeGate's IOD time until August 2, 2019. Seconded by Commissioner Sanders, and the Commission approved without objection.

(4: Revisions to Job Description for Metro Water Services

Sonny Lyons, Metro Water Services, and Human Resources Analyst, Aaron Shelton were present before the Commission to discuss the revisions.

MOTION: After some discussion, Commissioner Link moved to job description revisions. Seconded by Commissioner Sanders, and the Commission approved without objection.

(5: Public Hearing on Revision to the Civil Service Rules

DCSO Human Resources Manager Byron Grizzle, SEIU Union Representative Scott Davis, and Human Resources Analyst Seth Waltenbaugh were present before the Commission to discuss the request to revise Ch. 9 of the Civil Service Rules for the DCSO regarding employees who transfer in to Correctional Office status. They will be giving up their Civil Service status and be placed in a provisional to be consistent with fire recruits and police officer trainees. There is also a change to holiday leave which is a practice that they already adhere to. Chairman Farmer asked if there were any questions or anyone from the public who would like to be heard on this matter. There was no response from the public.

ACTION: None

(6: Civil Service Policy change request

Human Resources Analyst, Monica Anderson was present before the Commission to discuss changing Civil Service Policy 7.2 C-1/8.2 C-1 Assignment Classifications to add the Fire Inspector 2- Field Training Officer classification to the list.

MOTION: After some discussion, Commissioner North moved to approve the changes to include the Fire Inspector 2-Field Training officer classification to the list. Seconded by Vice-Chairman Corbitt, and the Commission approved without objection.

(7: Memorandum of Understanding for Service Employees International Union (SEIU)

Human Resources Manager Stephen Cain, and SEIU Representative Scottie Davidson were present before the Commission to discuss the Memorandum.

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

(8: Report on Benefit Board Election Results (Metro Charter 13.03), General Employee Representative

Human Resources Analysts Seth Waltenbaugh was present before the Commission to discuss the results of the Benefit Board Election that took place on May 23, 2019. Harold W. Finch, II won the election and will start his term July 1, 2019.

ACTION: *This was for a report only.*

(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

HR Director Hall advised the Commission that due to early voting the location for the July & August CSC Meetings has changed. The meetings will be held at the MNPS Board of Education Boardroom located at 2601 Bransford Ave. She also announced that Jennifer Tullos, longtime supporter of the Commission, has left Metro and introduced Kennetha Price as her replacement, who will start in the position next week.

HR Director Hall also announced that HR has partnered with Deloitte Consulting to conduct a series of surveys this summer. The first of two was launched on yesterday and the second round will be launched sometime in August. The feedback from the surveys will help the Study & Formulating Committee, that will be appointed within the next year, to make sure the benefits being offered are in correct alignment with employees needs. As well as for the Workforce Management side to make sure we are offering the right training and career & professional development opportunities to meet employee's needs.

ACTION: *This was for a report only.*

(11: Communiqués from the public on pending hearings

There were none.

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

Applicant MH 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, Vice-Chairman Corbitt moved to approve the request for waiver. Seconded by, Commissioner Link and the Commission approved without objection.*

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

Applicant MSR 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, Vice-Chairman Corbitt moved to approve the request for waiver.
Seconded by, Commissioner North and the Commission approved without objection.***

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

Applicant KT 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, Vice-Chairman Corbitt moved to approve the request for waiver.
Seconded by, Commissioner Link and the Commission approved without objection.***

With nothing further, the regular meeting adjourned at 10:38 a.m.

ATTEST:

APPROVED:

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

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