



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: September 10, 2019

Time: 8:30 a.m.

Place: MNPS Board of Education Boardroom
2601 Bransford Ave
Nashville, TN 37204

MEMBERS PRESENT: R. Steve Corbitt, D. Billye Sanders, Jo Ann North, and Ethan Link

MEMBERS ABSENT: William H. Farmer

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

In Chairman Farmer's absence, Vice-Chairman Corbitt called the meeting to order and acknowledged the Union Representatives that were present. He also acknowledged the upcoming 18th anniversary of 9/11 and thanked the first responders present for their service. He then asked if there were any corrections or additions to the minutes of the last Regular Meeting on August 13, 2019. Hearing none, he asked for a motion. Commissioner North moved to accept the regular minutes. Seconded by, Commissioner Sanders and the Commission approved without objection.

Announcement of Appeals Process: Metropolitan Code of Laws 2.68.030

Acknowledgement of Union Representatives

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**** Commissioner Link arrived**

APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Community Oversight Board			
THOMPSON, BRENSEY M.	Admin Svcs Officer 4	New Hire	8/05/2019
VIELEHR, PETER S.	Research Analyst 1	New Hire Above Base	8/12/2019
Emergency Communications			
DELANEY, MEGAN E.	Emer Telecommunications Off 1	New Hire	8/19/2019
RASMUSSEN, KATHI L.	Emer Telecommunications Off 1	New Hire	8/19/2019
ROOT, DANEILLE	Emer Telecommunications Off 1	New Hire	8/19/2019
TROXEL, SARAH M.	Emer Telecommunications Off 1	New Hire	8/19/2019
Finance			
FERGUSON, SCOTT M.	Procurement Officer 3	New Hire	8/19/2019
GARDNER, AMBER D.	Procurement Officer 3	New Hire	8/19/2019
MEADOWS, JONATHAN C.	Procurement Officer 3	New Hire	8/19/2019
Fire			
*BRADFORD, TANNER G.	Fire Fighter 1	Class Change	8/01/2019
*COX, JOHN A.	Fire Fighter 1	Class Change	8/01/2019
*FISHER, ERIC E.	Fire Fighter 1	Class Change	8/01/2019
*GORDON, COLBY P.	Fire Fighter 1	Class Change	8/01/2019
*HOLMES, TIMOTHY J.	Fire Fighter 1	Class Change	8/01/2019
*HULAN, VICTORIA M.	Fire Fighter 1	Class Change	8/01/2019
*JOHNSON, GEORGE K.	Fire Fighter 1	Class Change	8/01/2019
*LAWRENCE, MICHAEL A.	Fire Fighter 1	Class Change	8/01/2019
*OMELYANCHUK, ADRIAN	Fire Fighter 1	Class Change	8/01/2019
*TUCK, MICHAEL C.	Fire Fighter 1	Class Change	8/01/2019
*WALKER, CHRISTOPHER	Fire Fighter 1	Class Change	8/01/2019
*Class Change from Fire Recruit to Fire Fighter 1			
General Services			
PAGE, KARL E.	Equip Shop Sup	Promotion	8/12/2019
*HODGE, CRAIG D.	Mail Clerk Carrier	Dept trans/Trans to CS	7/29/2019
*Department transfer from County Clerk (Courier) to General Services (Mail Clerk Carrier)			
Historical Commission			
PALLAS, SUSAN HEINS	Admin Asst	New Hire	8/12/2019
Human Resources			
MCCLELLAN, MONTI N.	Human Resources Analyst 3	New Hire	8/12/2019

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Information Technology Services

CHITWOOD, CONNIE L.	Admin Svcs Mgr	Promotion	8/10/2019
WIDENER, NATHAN A.	Info Systems App Analyst 3	New Hire	8/10/2019
LAWSON, KALE A.	Information Sys Oper Anal 2	Promotion	8/12/2019
NIEMAN, CLAYTON W.	Information Sys Oper Tech 1	New Hire	8/5/2019
RUTLEDGE, ANDREW C.	Information Sys Oper Tech 1	New Hire	8/5/2019
*TESFU, AMANUEL H.	Information Sys Oper Tech 1	Depart transfer/Promotion	8/10/2019
ENOCH, JOANNA V.	Information Systems Advisor 2	Promotion	8/10/2019
JARVIS, WILLIAM M.	Information Systems Advisor 2	New Hire	8/5/2019

*Department transfer from Water (Equipment Service, TG07) to ITS (IS Operations Tech, OR01)

Metropolitan Clerk

HOWELL, DONELSON O.	Admin Svcs Officer 1	New Hire	8/26/2019
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Parks

JORDAN, WILLIAM E.	Maintenance & Repair Worker	Re-hire	7/26/2019
MOORE, PATRICK S.	Maintenance & Repair Worker	Re-hire	7/26/2019
CROW, KOREY R.	Maintenance & Repair Worker Se	Promotion	7/26/2019
DANIELS, JESSE C.	Maintenance & Repair Worker Se	Promotion	7/26/2019

Police

HOOPER, JULIA E.	Crime Laboratory Director	Promotion	7/16/2019
DERLETH, KELLI M.	Crime Scene Investigator 1	New Hire	8/1/2019
*HAYES, ERIC J.	Office Support Spec 1	Return from Pension	8/1/2019
^HOWELL JR, RONALD.	Police Operations Asst Sr	Demotion	8/1/2019

*Return from pension to different classification

^Demotion from Crime lab Forensic Tech (ST9) to Police Operations Asst Sr (ST6)

Public Library

RAMEY, ANDREAS R.	Library Assoc 1	Re-hire	8/12/2019
WOODS, CARRIE	Library Assoc 1	Promotion	8/12/2019

Public Works

TIDWELL, STANLEY K.	Admin Svcs Officer 3	Promotion	7/29/2019
BOGHOZIAN, JONATHON T.	Engineer 1	New Hire	8/5/2019
PENICK, MARK B.	Equipment Operator	Promotion	7/29/2019
WALL, NATHAN W.	Equipment Operator	Promotion	7/29/2019
WOODARD V, CHARLES J.	Equipment Operator	Promotion	7/30/2019
CHEATHAM, CHARLES	Equipment Operator Senior	Promotion	7/30/2019
THOMAS, CHARLES D.	Equipment Operator Senior	Promotion	7/30/2019
DECKARD, ROBERT P.	Maintenance & Repair Worker	New Hire	8/12/2019
POWELL, JORDAN M.	Maintenance & Repair Worker	New Hire	8/12/2019
OWENS JR, MYLES B.	Sanitation Worker	New Hire	7/29/2019
*DOOLITTLE, JASON K.	Waste Management Supervisor	Class Change/Lateral	8/12/2019

*Class change from Technical Specialist 1 (OR4) to Waste Management Sup (ST11)

Water services

CAIN, KECIA M.	CAD/GIS Analyst 2	New Hire	7/13/2019
EKE, COLLINS U.	CAD/GIS Analyst 2	New Hire	7/13/2019
RUSSELL, LISA C.	Cust Svc Asst Mgr	Promotion	7/13/2019
PAGE, FELECIA A.	Cust Svc Supv	Promotion	7/27/2019
MONROE, KEVIN L.	Engineer In Training	New Hire	8/10/2019
TURNER, KEVIN M.	Envir Compliance Officer 1	New Hire	7/13/2019
COLEMAN, ETHAN K.	Equipment Operator Senior	Promotion	7/13/2019
LEDSINGER, JOHN B.	Equipment Operator Senior	Promotion	7/13/2019
BROWN, BRADLEY D.	Indust Mechanic 1	New Hire	8/10/2019
TOWNS JR, DARYL R.	Indust Mechanic 1	New Hire	8/10/2019
*GARNER, VICTOR W.	Utility Compliance Insp 1	Class Change/Lateral	8/10/2019
KEEN, DAVID F.	Utility Compliance Insp 1	Promotion	8/10/2019
IGHARO, AKUGBE	Utility Maintenance Tech	New Hire	8/10/2019
LAVENDER, DAVID R.	Utility Maintenance Tech	New Hire	8/10/2019
DECKER, JUSTIN W.	Water Quality Analyst 3	Promotion	7/27/2019

*Class change from Water Maintenance Leader 2 (TL9) to Utility Compliance Insp 1 (ST8)

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

TERMINATIONS/PENSIONS

NAME	CLASSIFICATION	TYPE	DEPARTMENT	DATE
GUSCHKE, MERLIN	Combination Codes Insp	Pension	Codes	7/26/2019
ALLEN, WILLIAM D.	Mech/Gas Inspector 1	Resignation	Codes	8/09/2019
NAGY, JESSICA D.	Emer Tele Off 3	Resignation	Emerg Comm	7/18/2019
CLEGHORN, JARED L.	Info Systems App Analyst 1	Resignation	Emerg Comm	7/26/2019
TAYLOR, MATTHEW M.	Procurement Officer 2	Resignation	Finance	8/02/2019
ANGELL, CLYDE E.	Admin Svcs Officer 3	Resignation	Fire	7/18/2019
HAMPTON, BRIAN P.	Fire Fighter 2	Pension	Fire	7/29/2019
FULLER, CHRISTOPHER L.	Office Support Rep Sr	Resignation	General Services	8/02/2019
NABORS, BEVERLY A.	Info Systems Div Mgr	Pension	ITS	8/02/2019
CARTER, WILLIAM T.	Info Sys Oper Tech 1	Resignation	ITS	7/31/2019
DYER, MATTHEW S.	Info Sys Oper Tech 1	Resignation	ITS	7/25/2019
IRICK, MICHAEL J.	Info Sys Oper Tech 1	Resignation	ITS	7/25/2019
TOMLINSON, JEREMY L.	Info Sys Oper Tech 1	Resignation	ITS	8/09/2019
JENKINS JR, RAYMOND A.	Probation Officer Chief	Resignation	Juvenile Court	7/19/2019
COX, DENNIS L.	Bldg Maint Mechanic	Pension	Municipal Auditorium	8/06/2019
SHOCKLEY, SUSAN E.	Museum Spec 2	Deceased	Parks	7/19/2019
ASHFORD, ALLISON M.	Program Coord	Resignation	Parks	8/01/2019
CHRISTENSEN, MATTHEW	Specialized Skills Instr	Resignation	Parks	7/25/2019
BAIRD, RACHEL E.	Admin Svcs Officer 2	Resignation	Police	7/26/2019
BRYANT, KOLBY A	Police Officer 1	Resignation	Police	7/25/2019
BURNS, THOMAS G	Police Officer 2	Resignation	Police	7/26/2019
MULLIN, LAURA K.	Police Officer 2	Resignation	Police	7/30/2019
GROVES, EDWIN A.	Police Sergeant	Pension	Police	7/18/2019
HAMLET II, JAMES N.	Police Sergeant	Pension	Police	7/26/2019

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SYDNEY-BREWINGTON, CIDNIE J.	Circulation Asst 1	Resignation	Public Library	7/22/2019
HUDSON, DARRIA J.	Library Assoc 1	Resignation	Public Library	7/26/2019
LAIRD, EMILY S.	Library Assoc 1	Resignation	Public Library	7/19/2019
MONTAL, KATIA D.	Office Support Spec 2	Resignation	Public Library	7/20/2019
WILLIAMS, MELISSA L.	Admin Svcs Officer 2	Dismissal	Public Works	8/06/2019
MCCORMICK, MARIA D.	Finance Officer 3	Resignation	Public Works	7/26/2019
BRINCK, MATTHEW C.	Maint & Repair Worker	Resignation	Public Works	8/09/2019
HAMER, BARRY L.	Maint & Repair Worker	Resignation	Public Works	8/09/2019
GLENN, LEWIS D.	Correctional Officer 1	Dismissal	Sheriff	7/22/2019
WILLIAMS, JOSHUA A.	Correctional Officer 1	Resignation	Sheriff	7/22/2019
MCADAMS III, RALPH M.	Correctional Officer 2	Pension	Sheriff	7/31/2019
GREEN, HARVELL	Compliance Inspector 3	Pension	Water Services	8/02/2019
JOHNSON, DAVID A.	Engineer Technician Senior	Resignation	Water Services	8/09/2019
JACKSON, AUJUAH D.	Envir Compliance Officer 1	Resignation	Water Services	7/19/2019
BUCHANAN, WILLIAM F.	Indust Tech Master	Pension	Water Services	7/26/2019
HORTON JR., LOVARD D.	Utility Maintenance Tech	Resignation	Water Services	7/29/2019

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

ELIGIBILITY REGISTER REPORT

CLASSIFICATION	DEPT	ON LIST	TYPE	DATE	EST/ABOLISH
IS Advisor 2 - City Works Team Lead	ITS	1	Dept	8/02/2019	Establish
Equipment Shop Supervisor	Gen Service	2	Dept	8/02/2019	Establish
Crime Scene Investigator 1	Police	231	Open	8/05/2019	Abolish
Emergency Telecommunications Officer 1	DEC	22	Cont.	8/05/2019	Establish
Maint & Repair Worker - Grounds/Landscaping	Public Works	38	Cont.	8/05/2019	Establish
Procurement Officer 2	Finance	69	Open	8/07/2019	Establish
Social Work Technician	Juvenile Court	139	Open	8/07/2019	Establish
Administrative Services Officer 3 - EBO	Finance	105	Open	8/07/2019	Establish
Recreation Leader - Community Recreation	Parks	109	Cont.	8/08/2019	Establish
Utility Compliance Inspector 1 - Permits	Water	30	Open	8/09/2019	Establish
Procurement Officer 3 - BAO	Finance	61	Open	8/09/2019	Establish
Correctional Officer 2	Sheriff's Office	50	Dept	8/13/2019	Establish
Computer Operator 2	Police	15	Open	8/13/2019	Abolish
Police Security Guard 1	Police	208	Cont.	8/14/2019	Establish
Utility Field Technician 1 - Water	Water	152	Open	8/14/2019	Establish
IS Operations Analyst 2 - Server	ITS	21	Open	8/14/2019	Establish
Equipment Operator - Dump Truck	Water	11	Open	8/14/2019	Establish
IS Applications Analyst 3 - Business Analyst	ITS	6	Open	8/15/2019	Establish
Fire Plans Examiner 2	Fire	1	Met Wide	8/15/2019	Establish
Administrative Services Manager	ITS	1	Dept	8/15/2019	Establish
General Services Assistant Director - Architect	Gen Service	3	Open	8/15/2019	Establish
Program Coordinator-Parks	Parks	24	Cont.	8/15/2019	Establish
Library Services Asst Director-Collections & Tech	Library	12	Open	8/21/2019	Abolish

Police Security Guard 2	Police	10	Dept	2/21/2019	Establish
Maintenance & Repair Worker Senior - Grounds	Parks	46	Cont.	8/21/2019	Establish
Program Coordinator-Bringing Books to Life	Library	46	Open	8/22/2019	Abolish
Correctional Officer Trainee	Sheriff's Office	27	Cont.	8/27/2019	Establish
Fire Inspector 1	Fire	72	Open	8/27/2019	Establish
Property Standards Inspection Chief	Codes	2	Dept	8/27/2019	Establish
IS Advisor 1 - VM Server Administrator	ITS	11	Open	8/28/2019	Establish
Application Technician 3 - Treasury/Collections	Finance	21	Open	8/28/2019	Establish
Specialized Skills Instructor - Education	Parks	1	Dept	8/28/2019	Establish
Human Resources Analyst 2 - HRIS/Payroll	HR	93	Open	8/28/2019	Establish

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

DEPARTMENTAL ITEMS

FINANCE

Item #1: Director Talia Lomax-O'dneal request approval of leave from Civil Service status for Ms. Diane Treadway, Metro Finance Department

Monica Anderson, HR Analyst and Kim Northern, Metro Finance, were both present before the Commission to discuss the request. Ms. Treadway was not present. Ms. Northern gave a brief overview of the request.

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

POLICE DEPARTMENT

Item #2: Chief Steve Anderson request to extend the Police Captain Promotional Register for six months

Seth Waltenbaugh, HR Analyst and Sue Bibb, MNPD Human Resources, were both present before the Commission to discuss the request. Ms. Bibb gave a brief overview of the request.

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

METRO WATER

Item #3: Director Scott Potter request to apply Policy 5.7 C-I, Exempt Overtime Pay (in Emergency Situations) and to designate specific classifications as Exempt Overtime Eligible

Aaron Shelton, HR Analyst, Sonny Lyons, MWS Assistant Director, Hal Balthrop, MWS Assistant Director, and Tony Neumaier, MWS, were all present before the Commission to discuss the request. Mr. Lyons and Mr. Balthrop both gave a brief overview of the request. Both the Commission and MWS agreed that this would be the last request and approval for, Exempt Overtime Pay (in Emergency Situations) and to designate specific classifications as Exempt Overtime Eligible.

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

HUMAN RESOURCE ITEMS

Item #4: Metro Fire Department employee, Forrest Russell Jr., is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Monica Anderson, HR Analyst and Jamie Summers, NFD Human Resources, were both present before the Commission to discuss the request. Mr. Russell was not present. Ms. Summers gave the Commission a brief overview of the request.

MOTION: After some discussion, Commissioner Sanders moved to approve the request to extend Mr. Russell's IOD time until December 29, 2019. Seconded by Commissioner Link, and the Commission approved without objection

Item #5: Administrative Law Judge 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 report only.

Item #6: Human Resource Updates

HR Director Shannon Hall advised the commission that the new metro wide platform went live Monday, September 2, 2019. She also announced that Monti McClellan has joined the HR Training Team.

ACTION: This was for report only.

Item #7: Communiqués from the public on pending hearings

There were none.

With nothing further, the regular meeting adjourned at 8:43 a.m.

ATTEST:

APPROVED:

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

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