



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: January 14, 2020

Time: 8:30 a.m.

Place: Howard Office Building
Sonny West Room
700 2nd Avenue South
Nashville, Tennessee 37210

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

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

Chairman Farmer called the meeting to order. He acknowledged the following union representatives who were present: Mr. Mark Young and Mr. James Smallwood. He then asked if there were any corrections or additions to the minutes of the last Regular Meeting on December 10, 2019. Hearing none, he asked for a motion. Commissioner Sanders moved to accept the regular minutes. Seconded by, Commissioner North and the Commission approved without objection.

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(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Codes Administration			
Mckeand, Leonard E. IV	Bldg. Inspector 1	Promotion	12/09/2019
Emergency Communications			
Wimley, Ciara R.	Emer Telecommunications Off 3	Re-Employment	12/02/2019
Boyce, Ronald M.	Info Systems App Analyst 2	Promotion	11/18/2019
Finance			
*Moore, Leah N.	Information Sys Oper Analyst 1	Transition to Civil Service	12/02/2019
Butler, Kristin E.	Special Asst To the Dir	New Hire	12/01/2019
*Transition to CS from Non-CS status			
Fire			
Bowden, Harold C. IV	EMS Captain-Paramedic	Promotion	12/01/2019
Tidwell, Randall C.	EMS Captain-Paramedic	Promotion	12/01/2019
*Blackburn, Justin K.	Fire Fighter 1	Class Change	12/01/2019
^Ghee, Austin T.	Paramedic 1	Class Change/Lateral	12/01/2019
^Johnson, Aaron M.	Paramedic 1	Class Change/Lateral	12/01/2019
*Class change from Fire Recruit to Fire Fighter 1			
^Class change from EMT 2 (PF4) to Paramedic 1 (PF4)			
General Services			
Estes, Joni M.	Admin Svcs Mgr.	New Hire	12/01/2019
*Hodge, Craig D.	Office Support Rep Sr	Class Change	11/18/2019
*Class change from Mail Carrier (ST5) to Office Support Rep Sr (ST6)			
Human Resources			
Giguere, Marc N.	Human Resources Analyst 2	New Hire	12/01/2019
Information Technology Services			
Sumner, Correaunta Jeremy	Information Sys Oper Anal 2	New Hire	12/16/2019
Parks			
Lanius, Tyler A.	Maintenance & Repair Leader	Promotion	12/13/2019
Dennis, Javis D.	Program Coord	New Hire	12/04/2019
Medley, Mark E.	Specialized Skills Instr	Promotion	12/13/2019

CIVIL SERVICE COMMISSION**01/14/2020-3****Police**

*Johnson, Julia C.	Crime Lab Forensic Technician	Voluntary Reduction in Grade	12/01/2019
^Johnson, Regina E.	Info Systems App Tech 2	Class Change/Lateral	12/16/2019
Buchanan, Michael A.	Police Lieutenant	Promotion	11/16/2019
Richmond, Sean A.	Police Lieutenant	Promotion	11/16/2019
Smith, Jeremy P.	Police Officer 2	Re-Employment	12/16/2019
**Acevedo, Gabriel E.	Police Operations Coord 1	Class Change	12/09/2019
**Bacon, Eric S.	Police Operations Coord 1	Class Change	12/09/2019

*Reduction from Crime Scene Inv 2 (ST10) to Crime Lab Forensic Tech (ST9)

^Class change from Police Operations Supv (ST9) to IS App Tech 2 (OR2)

**Class change from Police Officer 2 to Police Operations Coord 1 (as a pension salary supplement)

Public Library

*Allen, Amaya Vashon	Circulation Assistant	Transition to Civil Service	11/18/2019
Osborne, Katherine Ann	Library Assoc 1	Promotion	12/16/2019
Miller, Casandra R.	Program Supv	New Hire	12/02/2019

*Transition to CS from part time status

Public Works

Harrman, Jennifer A.	Admin Svcs Mgr	Promotion	12/02/2019
*Hewitt, Jeremy D.	Customer Service Field Rep	Class Change	12/16/2019
Garcia, Anthony I.	Maintenance & Repair Worker	New Hire	12/02/2019
Waggoner, Amanda J.	Office Support Spec 2	New Hire	12/16/2019
Revetta, Jacob A.	Technical Specialist 1	Promotion	12/02/2019

*Class change from M&R Worker (TG5) to Customer Service Field Rep (ST7)

Sheriff

*Alvarado, Prescilla H.	Correctional Officer 1	Class Change	11/22/2019
*Booth, Kody R.	Correctional Officer 1	Class Change	11/22/2019
*Bucio, Christian.	Correctional Officer 1	Class Change	11/22/2019
*Caldwell, Darius M.	Correctional Officer 1	Class Change	11/22/2019
*Corbett, Jacob L.	Correctional Officer 1	Class Change	11/22/2019
*Dawson, Deshaun L.	Correctional Officer 1	Class Change	11/22/2019
*Griffith, Danielle L.	Correctional Officer 1	Class Change	11/22/2019
*Hayes, Brittney N.	Correctional Officer 1	Class Change	11/22/2019
*Hurt, Kristoff X.	Correctional Officer 1	Class Change	11/22/2019
*Joyner, Jonathan A.	Correctional Officer 1	Class Change	11/22/2019
*Keplar, Warner C. IV	Correctional Officer 1	Class Change	11/22/2019
*Krantz, Hayley R.	Correctional Officer 1	Class Change	11/22/2019
*Kubasti, Justin D.	Correctional Officer 1	Class Change	11/22/2019
*Marcum, Jacob R.	Correctional Officer 1	Class Change	11/22/2019
*Oppy, Mitchell Franklin	Correctional Officer 1	Class Change	11/22/2019
*Raymond, Joshua F.	Correctional Officer 1	Class Change	11/22/2019

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*Shemssulldin, Nojdar	Correctional Officer 1	Class Change	11/22/2019
*Sotelo, Alexcis L.	Correctional Officer 1	Class Change	11/22/2019
*Sutherland, William D.	Correctional Officer 1	Class Change	11/22/2019
*Taylor, Ryan L.	Correctional Officer 1	Class Change	11/22/2019
*Tekoppel, Justin Z.	Correctional Officer 1	Class Change	11/22/2019
*Thomas, Michelle L.	Correctional Officer 1	Class Change	11/22/2019
*Williams, Darien J.	Correctional Officer 1	Class Change	11/22/2019
*Young, William Joshua	Correctional Officer 1	Class Change	11/22/2019
Antus, Crystal A.	Correctional Officer 2	Promotion	11/24/2019
Bastien, Sherwin N.	Correctional Officer 2	Promotion	11/24/2019
Briggity, Brenae J.	Correctional Officer 2	Promotion	11/24/2019
Bristol, Justin D.	Correctional Officer 2	Promotion	11/24/2019
Clark, Andrew L.	Correctional Officer 2	Promotion	11/24/2019
Corder, Jarvis D.	Correctional Officer 2	Promotion	11/24/2019
Derr, Dakota A.	Correctional Officer 2	Promotion	11/24/2019
Eddins, Xavier V.	Correctional Officer 2	Promotion	11/24/2019
Edwards, Alisha D.	Correctional Officer 2	Promotion	11/24/2019
Fairell, Toddia T.	Correctional Officer 2	Promotion	11/24/2019
Gaines, Serita Y.	Correctional Officer 2	Promotion	11/24/2019
Green, Jason E.	Correctional Officer 2	Promotion	11/24/2019
Haas, Cory W.	Correctional Officer 2	Promotion	11/24/2019
Hendry, Thomas A.	Correctional Officer 2	Promotion	11/24/2019
Luckey, Lydell L.	Correctional Officer 2	Promotion	11/24/2019
Marshall, Colton K.	Correctional Officer 2	Promotion	11/24/2019
Newman, Jennifer P.	Correctional Officer 2	Promotion	11/24/2019
Thomas, Amber L.	Correctional Officer 2	Promotion	11/24/2019
Tidwell, Andrew W.	Correctional Officer 2	Promotion	11/24/2019
Xiong, Wendy	Correctional Officer 2	Promotion	11/24/2019

*Class change from Correctional Officer Trainee to Correctional Officer 1

Social Services

Lalonde, Kristine L.	Special Projects Mgr	Re-hire	11/25/2019
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Water Services

Carter, Rodney O.	Engineer Technician Senior	Promotion	12/14/2019
Slayden, Robert M. C.	Equipment & Supply Clerk	Re-hire	11/30/2019
Jones, Lawrence Lamont	Equipment Operator	New Hire	11/30/2019
Wilson, Kevin Earl	Equipment Operator	New Hire	11/30/2019
Hamilton Benjamin, Latrese	Service Rep 2	New Hire	11/30/2019
*Smith, Robert I.	Technical Specialist 1	Return from Medical Pension	11/30/2019
*King, Mark W.	Treatment Plant Shift Supv	Return from Medical Pension	12/14/2019
Hayden, Andrew Boue	Treatment Plant Tech 1	New Hire	11/30/2019
Miller, Shannon Elizabeth	Treatment Plant Tech 1	New Hire	11/30/2019
Doss, Glen K.	Water Svcs Asst Dir	Promotion	12/14/2019
Freeman, Brent R.	Water Svcs Asst Dir	Promotion	12/14/2019

*Return from pension to same classification

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

(C)TERMINATIONS/PENSIONS

NAME	CLASSIFICATION	TYPE	DEPARTMENT	DATE
Irvin, Cedric L Jr.	Admin Svcs Officer 3	Resignation	Finance	11/29/2019
Nicol, Kathryn I.	Procurement Officer 2	Resignation	Finance	11/29/2019
Colquette, Edward W. II	Correctional Officer 1	Dismissal	Sheriff	12/13/2019
Lagrone, Paige	Correctional Officer 1	Resignation	Sheriff	12/20/2019
Nelson, Harry D. Jr.	Correctional Officer 1	Resignation	Sheriff	12/09/2019
Perkins, Austin J.	Correctional Officer 2	Resignation	Sheriff	12/06/2019
	Crime Lab Forensic Scientist			
Koza, Casey L.	2	Resignation	Police	12/19/2019
Goodall, Zachary Raymond	Police Officer 2	Resignation	Police	11/30/2019
Hockett, Tevares N.	Police Officer 2	Dismissal	Police	12/17/2019
Jeansonne, Taylor M.	Police Officer 2	Resignation	Police	11/26/2019
Monaghan, William C.	Police Officer 2	Resignation	Police	12/29/2019
Ramirez, Gilbert	Police Officer 2	Resignation	Police	12/05/2019
Vance, Brandon J.	Police Officer 2	Resignation	Police	12/12/2019
Johnson, Lindsey N.	Police Operations Analyst 2	Resignation	Police	12/06/2019
Injaychock, Andrew M.	Police Sergeant	Retirement	Police	11/12/2019
Kennedy, Deborah Louree	Emerg Medical Tech 2	Retirement	Fire	12/29/2019
Moore, Jennifer N.	Emerg Medical Tech 2	Resignation	Fire	12/03/2019
Saunders, Joel E.	Fire Captain	Retirement	Fire	12/11/2019
Kurgan, Leslie J. Jr.	Fire Engineer	Retirement	Fire	11/06/2019
Powers, Benjamin S.	Fire Fighter 2	Resignation	Fire	12/13/2019
Walker, Cynthia S.	Paramedic 2	Retirement	Fire	12/01/2019
Whited, Jennifer N.	Social Worker	Resignation	Social Services	11/14/2019
Cho, Hannah	Circulation Assistant	Resignation	Public Library	12/21/2019
Miller, Diane M.	Circulation Assistant	Retirement	Public Library	12/04/2019
Morton, Norma J.	Custodial Svcs Supv	Retirement	Public Library	11/01/2019
Shaw, Kathryn J.	Librarian 2	Resignation	Public Library	12/18/2019
Hayes, Johnny Jr.	Library Assoc 1	Dismissal	Public Library	11/25/2019
Kinslow, Rebecca C.	Admin Svcs Mgr	Resignation	Arts Commission	12/31/2019
Bradley, David W.	Signal Tech 1	Resignation	Public Works	12/13/2019
Hollingsworth, Jacqueline I.	Info Systems Mgr	Retirement	Water Services	12/13/2019
Kelly, Claude L.	Treatment Plant Tech 2	Retirement	Water Services	12/13/2019
Butler, Kathleen Jean	Emer Telecomm Off 1	Resignation	Emer Comm	12/18/2019
Letanosky, Kristen M.	Emer Telecomm Off 4	Resignation	Emer Comm	12/02/2019
Parker, Cheryl J.	Emer Telecomm Off 4	Retirement	Emer Comm	11/01/2019
Gobelet, Jeremiah B.	Emer Telecomm Superv	Resignation	Emer Comm	12/09/2019

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

(D)ELIGIBILITY REGISTER REPORT

CLASSIFICATION	DEPT	ON LIST	TYPE	DATE	EST/ABOLISH
Police Officer Trainee	Police	27	Cont.	12/2/2019	Established
Technical Specialist 1 - Public Works/Permits	Public Works	9	Open	12/2/2019	Established
Correctional Officer Trainee	Sheriff's Office	15	Cont.	12/3/2019	Established
Adm Services Officer 3 - Event Administrator	Municipal Aud	58	Open	12/3/2019	Established
Office Support Specialist 2 - Public Works/HR	Public Works	68	Open	12/3/2019	Established
Maintenance & Repair Leader - Irrigation	Parks	2	Dept	12/4/2019	Established
Customer Service Field Representative - Recycling	Public Works	49	Open	12/6/2019	Established
Maintenance & Repair Worker	Public Works	22	Cont.	12/9/2019	Established
Specialized Skills Instructor - Curator	Parks	2	Dept	12/9/2019	Established
Fire Engineer	Fire	168	Dept	12/4/2019	Established
Emergency Medical Technician 1	Fire	63	Open	12/12/2019	Established
Paramedic 1	Fire	42	Open	12/12/2019	Established
Police Operations Analyst 2-SID	Police	29	Open	12/13/2019	Abolished
IS Operations Analyst 3 - IT Coordinator	Parks	4	Metro Wide	12/13/2019	Established
Library Associate 1	Public Library	112	Open	12/13/2019	Established
Water Services Assistant Director - Wastewater	Water Services	3	Dept	12/16/2019	Established
Water Services Assistant Director - Water	Water Services	5	Dept	12/16/2019	Established
Social Worker	Social Services	64	Open	12/17/2019	Abolished
Library Services Assistant Director – Collections & Tech Services	Public Library	13	Open	12/17/2019	Established
Industrial Electrician 1	Water Services	5	Cont.	12/19/2019	Established
Program Coordinator-Bringing Books to Life	Public Library	67	Open	12/19/2019	Established
Administrative Services Officer 2-Codes/Short Term Rental	Codes	83	Open	12/20/2019	Established
Mechanical/Gas Inspector 1	Codes	12	Cont.	12/20/2019	Established
Office Support Specialist 2	Public Library	162	Open	12/20/2019	Abolished
Library Manager 2	Public Library	25	Open	12/20/2019	Established
Emergency Telecommunications Officer 1	DEC	47	Cont.	12/20/2019	Established
Emergency Communications Director	DEC	44	Open	12/20/2019	Abolished
IS Communications Analyst 3 - Network Security	ITS	1	Dept	12/22/2019	Established
IS Operations Analyst 2-Field Services	ITS	50	Open	12/23/2019	Abolished
Finance Officer 2-Social Services	Social Services	58	Open	12/23/2019	Established
Office Support Representative-Intake Worker	Social Services	137	Open	12/23/2019	Established
Engineering Technician Senior	Public Works	5	Open	12/26/2019	Abolished

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

HUMAN RESOURCE ITEMS**Item #1: Revisions to Job Description for Finance Department**

Monica Anderson, HR Analyst and Kim Northern, Finance, were both present before the board to discuss the request for revisions to the Deputy Finance Director job description.

MOTION: After some discussion, Commissioner Link moved to approve the Revisions to the Deputy Finance Director job description. Seconded by, Commissioner Sanders and the Commission approved without objection

Item #2: Nashville Fire Department requesting eligibility extension for Fire Recruits

This item was withdrawn.

Item #3: Nashville Fire Department employee, Irene Johnson, is requesting to extend her IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Irene Johnson was not present. Monica Anderson, HR Analyst and Jamie Summers, Fire Department HR, were both present before the board to discuss the request for IOD extension.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the extension of IOD time until July 10, 2020. Seconded by, Commissioner North and the Commission approved without objection

Item #4: Nashville Fire Department employee, John Young, is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

John Young, Monica Anderson, HR Analyst and Jamie Summers, Fire Department HR, were all present before the board to discuss the request for IOD extension.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the extension of IOD time until July 27, 2020. Seconded by, Commissioner North and the Commission approved without objection

Item #5: Metro Nashville Police Department employee, Melissa Flores, is requesting to extend her IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Melissa Flores and Seth Waltenbaugh, HR Analyst, were both present before the board to discuss the request for IOD extension.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the extension of IOD time until April 2, 2020. Seconded by, Commissioner North and the Commission approved without objection

Item #6: 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 #7: Human Resource Updates

HR Director Shannon Hall informed the Commission about the retention schedule that was created for the Civil Service hearing files and its approval by the Public Records Division on December 9, 2019. She also informed the Commission that the regularly scheduled February meeting will be held at the Metro Board of Education due to elections.

ACTION: This was for report only.

Item #8: Communiqués from the public on pending hearings

There were none.

Item #9: Appeal for Medical Disqualification, AR, Applicant for Police Officer Trainee

Applicant AR was present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner Link and the Commission approved without objection.

Item #10: Appeal for Medical Disqualification, GH, Applicant for Police Officer Trainee

Applicant GH was not present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.

Item #11: Appeal for Medical Disqualification, MG, Applicant for Police Officer Trainee

Applicant MG was not present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner Link and the Commission approved without objection.

Item #12: Appeal for Medical Disqualification, RR, Applicant for Police Officer Trainee

Applicant RR was present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner North and the Commission approved without objection.

Item #13: Appeal for Medical Disqualification, RV, Applicant for Police Officer Trainee

Applicant RV was present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner North and the Commission approved without objection.

Item #14: Appeal for Medical Disqualification, TE, Applicant for Police Officer Trainee

Applicant TE was not present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner North and the Commission approved without objection.

Item #15: Appeal for Medical Disqualification, TS, Applicant for Police Officer Trainee

Applicant TS was present. Seth Waltenbaugh, HR Analyst 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 waiver. Seconded by Commissioner North and the Commission approved without objection.

With nothing further, the regular meeting adjourned at 8:45 a.m.

ATTEST:

APPROVED:

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

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