



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: February 11, 2020

Time: 8:30 a.m.

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

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.

APPOINTMENTS	PG. 2-3
TERMINATIONS/PENSIONS	PG. 4
ELIGIBILITY REGISTER REPORT	PG. 5
HUMAN RESOURCE ITEMS	PG. 6-8

CIVIL SERVICE COMMISSION

02/11/2020-2

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Arts Commission			
Christiano, Janine	Administrative Svcs Mgr	Promotion	01/17/2020
Codes Administration			
Mcmurtry, Samuel Lee	Mech/Gas Inspector 1	Re-hire	01/13/2020
Padgett, Campbell	Admin Svcs Officer 2	New Hire	01/13/2020
Emergency Communications			
Bell, Courtney Leigh	Emer Telecommunications Off 1	New Hire	01/13/2020
Duggan, Sarah Ashley	Emer Telecommunications Off 1	New Hire	01/13/2020
Jarrell, Donna M.	Emer Telecommunications Off 1	Re-hire	01/13/2020
Ray, Carlie Nicole	Emer Telecommunications Off 1	New Hire	01/13/2020
Shlepneva, Margarita Yuryevna	Emer Telecommunications Off 1	New Hire	01/13/2020
General Services			
*Jones, Edna	Administrative Services Officer 4	Class Change	01/27/2020
*Class change from Safety Coordinator (OR5) to ASO 4 (OR5)			
Human Resources			
Stubbs, Hilary E.	Human Resources Analyst 2	New Hire	01/13/2020
Information Technology Services			
Gilchrist, Keenya May Lee A.	Information Sys Oper Analyst 1	Promotion	12/30/2019
Parks			
Elliott, Steven B.	Information Sys Oper Analyst 3	Promotion	01/01/2020
Love, Timothy D.	Maint & Repair Supv	Promotion	01/10/2020
*Bryant, Monica H.	Museum Spec 2	Transition to CS	01/10/2020
Moffatt, William M	Concessions Clerk	New Hire	01/16/2020
*Transition to CS from part time status			
Police			
Abbott, David M.	Police Sergeant	Promotion	01/01/2020
Tennant, Brandon J.	Police Sergeant	Promotion	01/01/2020
Davidson, Garet M.	Police Lieutenant	Promotion	01/01/2020
Gray, Walter E. II	Police Sergeant	Promotion	01/01/2020
*Maska, Mandi Kay	Police Officer 1	Class Change	01/06/2020
Douglas, Julianne	Police Security Guard 1	Re-Employment	01/16/2020
*Class change from Police Officer Trainee to Police Officer 1			

CIVIL SERVICE COMMISSION**02/11/2020-3****Public Library**

*Roberts, Joanna R.	Librarian 2	Vol Reduction in Salary Grade	12/30/2019
Patton, Tony L.	Custodial Svcs Supv	Promotion	01/27/2020
Glassley, Nicole A.	Librarian 1	Promotion	01/13/2020
Jones, Corrie E.	Library Assoc 1	New Hire	12/30/2019
Matens, Morgan	Library Performing Artist	New Hire	12/30/2019
Majors, Amelia M.	Circulation Assistant	New Hire	12/30/2019
Glass, Traci L.	Library Mgr 2	New Hire	12/30/2019
Boulie, Patricia L.	Library Svcs Asst Dir	New Hire	01/13/2020
Gardner, Dawn R.	Library Mgr 2	New Hire	01/13/2020
Preptit, Marie M.	Program Coord	New Hire	01/13/2020
^Woodard, David E.	Custodian	Transition to CS	01/13/2020

*Voluntary reduction in grade from Library Manager 1 (OR5) to Librarian 2 (ST10)

^Transition to CS from Music City Center (Event Set up) to Library (Custodian)

Public Works

Escue, Jesse	Equipment Operator	Promotion	01/13/2020
Cantrell, Jeffrey D.	Customer Service Field Rep	New Hire	01/13/2020
Garner, Joseph D.	Maintenance & Repair Worker	New Hire	01/13/2020
Prather, Deon J.	Maintenance & Repair Worker	Re-hire	01/13/2020
Wilson, Jonathan B. II	Maintenance & Repair Worker	New Hire	01/13/2020
Briggs, Jimmy L.	Maintenance & Repair Worker	New Hire	01/27/2020

Social Services

Lott, Sally E.	Professional Spec	Promotion	12/30/2019
*Eakes, Melinda S.	Office Support Rep	Class Change/Lateral	01/13/2020
Lee, Crystal L.	Finance Officer 2	Promotion	12/30/2019

*Class change from Nutrition Site Coord (ST5) to Office Support Rep (ST5)

Water services

*Broughton, Raymond E.	Utility Compliance Insp 1	Class Change/Lateral	01/11/2020
*Acheampong, George	Utility Compliance Insp 1	Class Change/Lateral	01/11/2020
Boone, Douglas Clinton	Equipment Operator Senior	Promotion	01/11/2020
Ball, Kevin L. Sr	Compliance Inspector 3	Promotion	01/11/2020
Luck, Terry E.	Utility Compliance Insp 1	Promotion	01/11/2020
Arnell, Jeffery E.	Compliance Inspector 3	Promotion	01/11/2020
Kinley, Justin R.	Equipment Operator	New Hire	01/11/2020

*Class change from Utility Maint Spec 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.

(C)TERMINATIONS/PENSIONS

NAME	CLASSIFICATION	TYPE	DEPARTMENT	DATE
Harmon, Christopher L.	Finance Asst Dir	Resignation	Finance	12/31/2019
Wilkerson, Michael D.	Admin Svcs Officer 3	Deceased	Fire	01/14/2020
Demonbreun, Walter E. Jr	Fire Asst Chief	Retirement	Fire	01/21/2020
Murray, Bobby R.	Fire Captain	Retirement	Fire	01/07/2020
Owen, George E. Jr	Fire District Chief	Retirement	Fire	01/10/2020
Lewis, Edward W.	Fire Engineer	Retirement	Fire	01/19/2020
Long, Gregory J.	Fire Fighter 2	Resignation	Fire	12/28/2019
Sullivan, Michael .T	Fire Fighter 2	Retirement	Fire	01/15/2020
Mcewen, Eric	Fire Fighter/Paramedic	Retirement	Fire	01/29/2020
Cotter, Christopher A.	Paramedic 2	Retirement	Fire	01/18/2020
Pollard, James D.	Paramedic 2	Retirement	Fire	01/14/2020
Riezinger, Allen M.	Mechanic Apprentice	Resignation	General Services	01/17/2020
Lauper, Raymond H.	Information Sys Oper Anal 2	Retirement	ITS	01/27/2020
Jamison, Glenn M. Jr	Recreation Leader	Resignation	Parks	12/09/2019
Kamilchu, Sergei	Recreation Leader	Resignation	Parks	12/13/2019
Wallace, Tyshawn .D	Recreation Leader	Dismissal	Parks	12/12/2019
Cleveland, William Stewart	Police Officer 1	Resignation	Police	01/03/2020
Ashworth, William Andrew	Police Officer 2	Resignation	Police	01/06/2020
Cox, Jesse L.	Police Officer 2	Resignation	Police	01/31/2020
Harris, Conner J.	Police Officer 2	Resignation	Police	01/28/2020
Hill, Joshua L.	Police Officer 2	Resignation	Police	01/07/2020
Julia, Gregory W.	Police Officer 2	Retirement	Police	01/10/2020
Massey, Jeffrey S.	Police Officer 2	Retirement	Police	01/08/2020
Nicholson, Adam M.	Police Officer 2	Resignation	Police	01/31/2020
Hoback, Robert C.	Police Operations Supv	Resignation	Police	01/31/2020
Merlin, David C.	Police Sergeant	Retirement	Police	01/10/2020
Derkach, Evanna J.	Circulation Supv	Resignation	Public Library	01/10/2020
Jackson, Candice M.	Library Assoc 1	Resignation	Public Library	01/23/2020
Little, Rachel D.	Library Assoc 1	Resignation	Public Library	12/30/2019
Nolan, Darron D.	Maintenance & Repair	Deceased	Public Works	12/31/2019
Reitmeyer, Michael J.	Signal Tech 3	Resignation	Public Works	01/10/2020
Cummings, Michael D.	Technical Specialist 2	Retirement	Public Works	12/30/2019
Hoffman, Dustin Robert	Equipment Operator	Resignation	Water Services	01/24/2020
Wilson, Kevin Earl	Equipment Operator	Resignation	Water Services	01/24/2020
Holbrook, Anna M.	Finance Admin	Retirement	Water Services	01/21/2020
Cunningham, Steven	Utility Compliance Inp 2	Retirement	Water Services	01/08/2020
Cobb, William K.	Utility Maintenance Supv 1	Retirement	Water Services	12/31/2019
Madden, James W.	Water Maintenance Tech Sr	Retirement	Water Services	12/31/2019

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

(D)ELIGIBILITY REGISTER REPORT

CLASSIFICATION	DEPT	ON LIST	TYPE	DATE	EST/ABOLISH
Utility Maintenance Technician	Water	31	Cont.	1/2/2020	Establish
Probation Officer 3-Juvenile Court	Juvenile Court	52	Open	1/3/2020	Abolish
Arborist (ASO3) -Water Services	Water	23	Open	1/6/2020	Establish
Human Resources Analyst 2-Benefits/Pension Calculations	Human Resources	51	Open	1/7/2020	Establish
Administrative Services Officer 3 - Metro Clerk	Metro Clerk	356	Open	1/8/2020	Establish
IS Advisor 1 - Communication Technology	ITS	9	Open	1/8/2020	Establish
Custodian	Library	33	Open	1/9/2020	Establish
Signal Technician 1-Public Works	Public Works	12	Open	1/10/2020	Abolish
Utility Compliance Inspector 1	Water	19	Dept	1/10/2020	Establish
Finance Officer 3 - Water Services	Water	47	Open	1/10/2020	Establish
Compliance Inspector 3 - Water/Video Pipeline	Water	3	Dept	1/13/2020	Establish
Emergency Telecommunications Officer 1	DEC	39	Cont.	1/14/2020	Establish
Maintenance & Repair Worker	Public Works	22	Cont.	1/16/2020	Establish
Concessions Clerk	Parks	54	Open	1/16/2020	Establish
Custodial Services Supervisor	Library	13	Open	1/16/2020	Establish
Administrative Services Manager-Arts Strategic Funding & Initiatives	Arts Comm	1	Dept	1/16/2020	Establish
Police Operations Analyst 2 - SID	Police	32	Open	1/16/2020	Establish
Public Information Representative	Water	93	Open	1/17/2020	Establish
Technical Specialist 1-Park Planner	Parks	18	Open	1/17/2020	Establish
Paramedic 1	Fire	1	Open	1/21/2020	Establish
Correctional Officer Trainee	Sheriff's Office	29	Cont.	1/22/2020	Establish
Environmental Compliance Officer 1- Stormwater	Water	21	Cont.	1/23/2020	Establish
Office Support Specialist 1-Arts	Arts Comm	138	Open	1/23/2020	Establish
Crime Scene Investigator 1	Police	501	Cont.	1/24/2020	Establish
Application Technician 2 - Finance/Payroll	Finance	23	Open	1/27/2020	Establish
Human Resources Analyst 3-Employee Relations	Human Resources	91	Open	1/27/2020	Abolish
Equipment Operator Senior - Roads & Waste	Public Works	24	Cont.	1/29/2020	Establish
Police Operations Supervisor-Evidence & Storage	Police	38	Open	1/29/2020	Abolish
Police Officer Trainee	Police	58	Cont.	1/30/2020	Establish
Finance Deputy Director	Finance	57	Open	1/30/2020	Establish
Crime Lab Forensic Scientist 1 - Biology	Police	2	Dept	1/30/2020	Establish
Police Sergeant	Police	57	Dept	2/11/2020	Establish

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

DEPARTMENTAL ITEMS

*****Chairman Farmer asked for a motion to approve Last Month's Meeting Minutes.*****

MOTION: After some discussion, Commissioner North moved for approval of the January 14, 2020 Meeting Minutes. Vice-Chairman Corbitt seconded, and the Commission approved without objection.

FINANCE

Item #1: Director Kevin Crumbo requests approval to hire Mary Jo Wiggins above base as Finance Deputy Director
Monica Anderson, HR Analyst, Kim Northern, Finance and Kevin Crumbo, Finance Director, were all present before the Commission to discuss the request to hire Mary Jo Wiggins above base as Finance Deputy Director

MOTION: After some discussion, Commissioner North moved to approve the request to hire Mary Jo Wiggins above base as Finance Deputy Director. Seconded by, Commissioner Sanders and the Commission approved without objection

HUMAN RESOURCE ITEMS

Item #2: Revisions to Property Standards Inspection Chief Job Description for Codes

Monica Anderson, HR Analyst and Emily Lamb, Codes, were both present before the Commission to discuss the request for Job Description revisions.

MOTION: After some discussion, Commissioner North moved to approve the request for Revisions to Property Standards Inspection Chief Job Description for Codes. Seconded by, Commissioner Sanders and the Commission approved without objection

*****Commissioner Link joined the meeting*****

Item #3: 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 #4: Human Resource Updates

HR Director Shannon Hall informed the Commission about the upcoming Pay Plan presentation before the Commission at next months meeting. Also, the need for a special call meeting to discuss the Pay Plan. Kennetha will reach out to the commissioners to decide on a date that works for this meeting. A report was handed out to all Commissioners detailing the work force management statistics.

*****Chairman Farmer acknowledged Union Representative Naccarato and asked if any other Representatives were present*****

Mrs. Hall also supplied the commissioners with an article that was published in the Tennessean about Employee Pay. The Commissioners had questions about the report and Mr. Naccarato was able to provide the commission with some answers and statistics that was gathered by Council Committee report and the Union.

ACTION: This was for report only.

Item #5: Communiques from the public on pending hearings

There were none.

Item #6: Appeal for Medical Disqualification, JL, Applicant for Emergency Medical Technician (EMT) 1

Applicant JL 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 Commissioner Link and the Commission approved without objection.

Item #7: Appeal for 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 Sanders moved to approve the request for waiver. Seconded by Commissioner North and the Commission approved without objection.

Item #8: Appeal for Medical Disqualification, AH, Applicant for Police Officer Trainee

Applicant AH 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.

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

Applicant AR 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 #10: Appeal for Medical Disqualification, CS, Applicant for Police Officer Trainee

Applicant CS 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 Commissioner Link and the Commission approved without objection.

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

Applicant DH 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 Commissioner Link and the Commission approved without objection.

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

Applicant SC 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.

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

Applicant ZS 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 Commissioner Link and the Commission approved without objection.

With nothing further, the regular meeting adjourned at 9:15 a.m.

ATTEST:

APPROVED:

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

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