



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: April 14, 2020

Time: 8:30 a.m.

Place: This meeting took place via teleconference and was broadcast through the Metro Nashville Network, (MNN), AT&T U-Verse Channel 99 and on the MNN Live Stream @stream.nashville.gov

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. Chairman Farmer then notified the Commissioners that there will need to be a vote to deem the electronic meeting necessary to conduct essential business in light of the COVID-19 outbreak. Roll was called and each Commissioner voted to conduct the meeting electronically.

HUMAN RESOURCE ITEMS PG. 2

HUMAN RESOURCE ITEMS**Item #1: Pay Plan Review for Fiscal Year 2021**

Mike Taylor, Assistant HR Director, Leslie Schuster, Metro Human Resources, Kevin Crumbo, Finance Director, Mr. Young, IAFF President, Mr. Rayson, SEIU President and Mr. Smallwood, FOP President, were all present before the Commission to discuss the Pay Plan Review for Fiscal Year 2021. Mr. Taylor advised the Commission that the pay plan was revised from the one presented at the March 2020 Commission meeting. He advised that the recommendation for this plan would be to freeze the current pay plan and not have any adjustments, changing of job classifications and grade, along with the freezing of increments and merit pay for open range pay and eliminating the COLA.

Kevin Crumbo explained the financial status of Metro Government and advised that the decline in activity taxes would be around 200-300 million due to COVID-19 and that the city has measures in place to help offset the revenue loss.

Chairman Farmer asked Mr. Crumbo if he would agree to having a 2nd meeting when things settle down to discuss the pay plan again.

Questions were asked by the Commission about adjusting or amending the pay plan mid-year. Nicki Eke advised that the pay plan can be amended mid-year.

Commissioner Link asked about cost for specific items on the pay plan. Leslie Shuester advised that the estimated cost for the pay plan recommended at the March Commission meeting is between 25 and 26 million. The cost of the COLA is 14-15 million. Step increases 4 million.

MOTION No. 1: After some discussion, Commissioner Link moved to vote on the pay plan items separately. Seconded by, Vice-Chairman Corbitt and the Commission approved by a vote of 3-1 as follows: Commissioners Link, Sanders, and North voted for the motion; Commissioner Corbitt voted against the motion.

MOTION No. 2: After some discussion, Commissioner Sanders moved to accept the pay plan as submitted with some amendments to include funding the Step increase of employees worth \$4 million and to fund changes to classifications of employees worth \$1.9 million for a total of \$5.9 million. Seconded by, Commissioner Link and the Commission approved without objection.

MOTION No. 3: After some discussion, Commissioner Link made a motion to revisit the pay plan as an agenda item to be reconsidered in 4 months at the August Commission meeting. Seconded by, Commissioner Sanders and the Commission approved without objection.

MOTION No. 4: Commissioner Link moved to rescind the initial motion to hear the pay plan items separately. Seconded by, Commissioner Sanders and the Commission approved without objection.

Item #2: Revisions to Civil Service Policy 3.11 - Layoff Policy

Mike Taylor, Assistant HR Director and Seth Waltenbaugh, HR Analyst were both present before the Commission to discuss the Revisions to Civil Service Policy 3.11- Layoff Plan. Revisions were added under the "Alternatives to Layoff" a new section "C. Furloughs."

MOTION: After some discussion, Commissioner Link moved to approve the Revisions to Civil Service Policy 3.11 - Layoff Policy. Seconded by, Vice-Chairman Corbitt and the Commission approved without objection.

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

Monica Anderson, HR Analyst, Jamie Summer, NFD HR were both present before the Commission to discuss the request to extend Shelle Braden's IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve to extend the requested IOD time until July 18, 2020. Seconded by, Commissioner North and the Commission approved without objection.

Item #4: Revisions to Job Descriptions- Department of Emergency Communications-Emergency Telecommunications Assistant Director

Monica Anderson, HR Analyst, and Stephen Martini, Department of Emergency Communications Director, were both present before the Commission to discuss revisions to Job descriptions for Department of Emergency Communications-Emergency Telecommunications Assistant Director.

MOTION: After some discussion, Commissioner North moved to approve the Revisions to Job Descriptions- Department of Emergency Communications-Emergency Telecommunications Assistant Director effective April 14, 2020. Seconded by, Commissioner Link and the Commission approved without objection.

Item #5: Revisions to Job Descriptions- Metro Police Department-Police Officer Trainee

Seth Waltenbaugh, HR Analyst, and Chief Damian Huggins, MNPD, were both present before the Commission to discuss revisions to Job descriptions for Metro Police Department-Police Officer Trainee.

MOTION: After some discussion, Vice-Chairman Corbitt moved to approve the Revisions to Job Descriptions- Metro Police Department-Police Officer Trainee. Seconded by, Commissioner North and the Commission approved by a vote of 3-1, with objection from Commissioner Link.

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 a report only.

Item #7: Human Resource Updates

HR Director Shannon Hall discussed the possibility of Hazard Pay options with the Commission and requested a Special Called meeting to discuss in further detail.

ACTION: This was for report only.

Item #8: Communiqués from the public on pending hearings

None.

ACTION: This was for report only.

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

Applicant CL 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 #10: Appeal of Medical Disqualification, JE, Applicant for Police Officer Trainee

Applicant JE 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 of Medical Disqualification, RM, Applicant for Police Officer Trainee

Applicant RM 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, Vice-Chairman Corbitt moved to deny the request for waiver. Seconded by Commissioner North and the Commission approved by a vote of 2-0 as follows: Commissioners North and Corbitt voted for the motion; -Commissioners Link and Sanders abstained from the vote.

Item #12: Appeal of 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 North moved to approve the request for waiver. Seconded by Commissioner Link and the Commission approved without objection.

LATE ITEM

Item #1: Appeal of Medical Disqualification, JF, Applicant for Police Officer Trainee

Applicant JF 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.

With nothing further, the regular meeting adjourned at 11:36 a.m.

ATTEST:

APPROVED:

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

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