



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: December 08, 2020

Time: 8:30 a.m.

Place: This meeting took place via teleconference and was broadcast through the Metro Nashville Network, (MNN), on the MNN2 live stream at (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

Announcement of Appeals Process: Metropolitan Code of Laws 2.68.030

Chairman Farmer called the meeting to order and informed everyone that if they could not be seen that they would have to introduce themselves before they speak. 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 Commissioners Corbitt, Sanders, and Link each voted to conduct the meeting electronically.

Commissioner Corbitt made a motion to approve the November 10, 2020 Civil Service Commission meeting minutes. Commissioner Link seconded, and Commissions Corbitt, Link and Sanders each voted to approve the minutes. Commissioner North did not vote. Chairman Farmer acknowledged the following union representatives in attendance: Mark Young (IAFF Local140), James Smallwood (FOP), and Maura Lee Albert (SEIU).

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(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Fire			
^Crawford, Brian D.	Fire Fighter 2	Class Change	11/16/2020
^Class Change from Fire Fighter 1 to Fire Fighter 2			
Parks			
*Peoples, Mary	Admin Services Officer 4	Dept Transfer/Promotion	11/23/2020
Halimi, Durgut	Safety Inspector 2	New Hire	10/30/2020
* Department transfer from Public Works (Admin Asst, ST9) to Parks (Admin Svcs Officer 4, OR 5)			
Police			
Bennett, Heidi R.	Admin Svcs Division Manager	Promotion	11/16/2020
Young, Tonya M.	Info Systems App Analyst 3	Promotion	10/16/2020
*Dorcey, Jeremy F.	Info Systems Media Analyst 3	Department transfer/Promotion	11/01/2020
King, Mason Scott	Information Systems Advisor 1	Promotion	10/16/2020
Rich, Michael G.	Information Systems Advisor 1	Promotion	10/16/2020
Appleton, Jennifer Lee	Police Operations Assistant	New Hire	11/01/2020
Preston, Lawrence Milton Jr	Police Operations Supv	New Hire	10/16/2020
*Department transfer from ITS (IS Media Tech 2, OR2) to Police (IS Media Analyst 3, OR5)			
Public Library			
Kammerman, Amy E.	Librarian 2	New Hire	11/02/2020
Public Works			
*De Biase, Michael D.	Equipment Operator	Class Change	11/16/2020
*Gillespie, Brandon R.	Equipment Operator	Class Change	11/16/2020
Swann, Simeon S.	Equipment Operator	Promotion	11/16/2020
Cervantes, Andres	Equipment Operator Senior	Promotion	11/02/2020
Greene, James E.	Maintenance & Repair Leader	Promotion	11/16/2020
Taylor, William A.	Maintenance & Repair Leader	Promotion	11/16/2020
Gaddes, Demeitric L.	Maintenance & Repair Worker	New Hire	10/19/2020
^Null, William H.	Maintenance & Repair Worker	Voluntary Reduction in Salary Grade	11/11/2020
Brown, Bryan J.	Sanitation Worker	New Hire	11/16/2020
Grace, Herschel J.	Sanitation Worker	New Hire	11/02/2020
House, Caddius L.	Sanitation Worker	New Hire	11/02/2020
*Class change from M&R worker (TG5) to Equipment Operator (TG7)			
^Voluntary Reduction in grade from Equipment Operator Sr (TG9) to M&R Worker (TG5)			
Water Services			
Collier, Lawrence J.	Equipment & Supply Clerk	New Hire	10/31/2020
Hudgens, Thomas D.	Indust Maint Supv 1	Promotion	10/31/2020
Long, Kevin P.	Indust Maint Supv 1	Promotion	10/31/2020
Yates, Joshua G.	Indust Maint Supv 1	Promotion	10/31/2020
*Hardison, Romondia S.	Office Support Rep Sr	Return From Pension	11/2/2020
^Pitts, Jada Damionne	Office Support Rep Sr	Department transfer/Class change	10/31/2020
Claybrooks, Squauana L.	Office Support Spec 2	Promotion	10/17/2020
Fulson, Sharon R.	Office Support Spec 2	Promotion	10/17/2020
Martin, Kathy L.	Office Support Spec 2	Promotion	10/17/2020
Townsend, Thalia R.	Office Support Spec 2	Promotion	10/17/2020
West, Patricia L.	Office Support Spec 2	Promotion	10/17/2020
Schutt, Andrew R.	Treatment Plant Mgr	Promotion	11/14/2020
^^Eldridge, Hakeem A.	Utility Field Tech 1	Voluntary Reduction in Salary Grade	10/31/2020

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**Madden, Frank Utility Compliance Inspector 2 Reclassification 11/3/2020
 **Moshier, James Utility Compliance Inspector 1 Reclassification 11/3/2020

***Return from pension to supplemented classification**

^Department transfer from Library (Library Assoc, ST6) to Water (Office Support Rep Sr, ST6)

^^Reduction in grade from Utility Maintenance Spec 2 (TL9) to Utility Field Tech 1 (ST7)

** Reclassification due to a job audit conducted by Human Resources

MOTION: After some discussion, Commissioner Corbitt moved for approval of the Appointments as listed. Commissioner Sanders seconded, and the Commissioners Corbitt, Sanders and Link approved without objection. Commissioners North did not vote due to technical issues.

(C) TERMINATIONS/PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Burrage, Jocelyn N.	Emer Telecommunications Off 1	Resignation	DEC	10/23/2020
Trentz, Kari Dawn	Emer Telecommunications Off 2	Dismissal	DEC	11/06/2020
White, Harry E. III	Fire Captain	Retirement	Fire	11/27/2020
Ingram, Angela K..	Info Systems App Analyst 2	Resignation	Fire	11/20/2020
Hardrick, Arsenio L.	Paramedic 2	Resignation	Fire	11/25/2020
Rowell, Terrance B.	Paramedic 2	Resignation	Fire	11/03/2020
Sanders, Katherine Michelle	Veterans Srv Officer Sr	Resignation	Human Resources	11/17/2020
Bryant, Chakia L.	Office Support Rep Sr	Resignation	Juvenile Court	11/02/2020
Sedgwick, Cullen M	Bldg & Grnds Electrician	Resignation	Parks	10/31/2020
Jordan, Shemarica K..	Recreation Leader	Resignation	Parks	10/27/2020
Shulman, Desmond D	Recreation Leader	Resignation	Parks	10/29/2020
Lafargue, Jerome H.	Information Systems Advisor 1	Retirement	Police	11/15/2020
Jones, Dhana K.	Police Captain	Retirement	Police	10/31/2020
Allen, Brian J..	Police Officer 2	Resignation	Police	11/03/2020
Atnip, Matthew W.	Police Officer 2	Resignation	Police	11/04/2020
Bradley, Terrence D.	Police Officer 2	Resignation	Police	11/09/2020
Masle, Adam Daniel	Police Officer 2	Resignation	Police	11/22/2020
Bagwell, Landon R.	Police Officer 2-Fld Trng Ofcr	Resignation	Police	11/04/2020
Smolik, Amanda Margaret	Police Operations Assistant	Resignation	Police	10/28/2020
Casper, Krista Lyn	Librarian 1	Resignation	Public Library	10/26/2020
Wells, Jake L.	Library Assoc 1	Resignation	Public Library	11/01/2020
Ethridge, Jeffrey D Jr	Equipment Operator	Resignation	Public Works	10/30/2020
Simmons, David L.	Equipment Operator Senior	Retirement	Public Works	11/06/2020
Dismang, Jeremy S..	Maintenance & Repair Worker	Resignation	Public Works	11/18/2020
Norris, Mark B	Maintenance & Repair Worker	Resignation	Public Works	11/05/2020
House, Caddius L.	Sanitation Worker	Resignation	Public Works	11/16/2020
Mays, Jason A..	Sanitation Worker	Resignation	Public Works	11/04/2020
Carpenter, Cameron	Signal Tech 1	Resignation	Public Works	11/04/2020
Cary, William T.	Correctional Officer 1	Resignation	Sheriff	11/06/2020
Danckwerth, Christopher T	Correctional Officer 1	Resignation	Sheriff	11/01/2020
Gray, Brittney E..	Correctional Officer 1	Resignation	Sheriff	11/09/2020
Horn, Deangela Romeka	Correctional Officer 2	Resignation	Sheriff	11/01/2020
Marshall, Colton K.	Correctional Officer 2	Resignation	Sheriff	11/09/2020
Pardue, Amanda L.	Office Support Spec 2	Resignation	Water Services	10/31/2020
Grant, Raeffel A.	Treatment Plant Tech 2	Retirement	Water Services	11/03/2020
Dodson, Thomas L. Jr	Utility Services Asst Mgr	Retirement	Water Services	11/06/2020
Lineweaver, Richard D.	Water Maintenance Tech Senior	Retirement	Water Services	10/30/2020

MOTION: After some discussion, Commissioner Corbitt moved for approval of the Terminations/Pensions as listed. Commissioner Sanders seconded, and the Commissioners Corbitt, Sanders and Link approved without objection. Commissioners North did not vote due to technical issues.

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(D)ELIGIBILITY REGISTER REPORT

CLASSIFICATION	DEPT	ON LIST	TYPE	DATE	EST/ABOLISH
Utility Equipment Operator-Dump Truck	Water	9	Cont	11/02/2020	Establish
Management & Budget Analyst2	Finance	68	Open	11/05/2020	Establish
Procurement Resource Specialist (PO2)	Finance	22	Open	11/05/2020	Establish
Electrical Inspector 1	Codes	4	Cont	11/09/2020	Establish
Utility Engineering Technician-Water Services	Water	6	Open	11/10/2020	Establish
Emergency Telecommunications Officer 1	DEC	12	Cont	11/12/2020	Establish
Industrial Electrician 1	Water	23	Cont	11/13/2020	Establish
Treatment Plant Technician 1	Water	105	Cont	11/13/2020	Establish
Equipment Operator Senior- Roads & Waste	Public Works	8	Cont	11/16/2020	Establish
Administrative Services Division Manager - Police	Police	1	Dept	11/17/2020	Establish
Engineering Technician Senior - Stormwater	Water	1	Dept	11/17/2020	Abolish
Engineering Technician Senior - Stormwater	Water	13	Open	11/17/2020	Abolish
Police Officer Trainee	Police	69	Cont	11/18/2020	Establish
Utility Equipment Operator Senior-WS					
Backhoe/Trackhoe	Water	3	Cont	11/18/2020	Establish
Administrative Services Officer 4-Director's Assistant	Parks	206	Open	11/24/2020	Establish
Engineer in Training	Water	31	Cont	11/24/2020	Establish

MOTION: After some discussion, Commissioner Corbitt moved for approval of the Eligibility Register Report as listed. Commissioner Sanders seconded, and the Commissioners Corbitt, Sanders and Link approved without objection. Commissioners North did not vote due to technical issues.

HUMAN RESOURCE ITEMS**Item #1: Review Order of Dismissal- Gene McCollum, Police– Suspension/Demotion**

Gene McCollum was not present. Phylinda Ramsey, Metro Legal Attorney, was present before the Commission to discuss the Order of Dismissal.

MOTION: After some discussion, Commissioner Sanders moved to accept the Order of Dismissal. Seconded by Commissioner Corbitt and Commissioners Corbitt, Sanders and Link voted to approve the order. Commissioner North did not vote.

Item #2: Review Agreed Order of Dismissal- Quinetta Bartley, Fire- Demotion

Cynthia Gross, Metro Legal Attorney and Dewey Branstetter, appellant's Attorney, were both present before the Commission to discuss the Agreed Order of Dismissal.

MOTION: After some discussion, Commissioner Link moved to accept the Agreed Order of Dismissal. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #3: Review Agreed Order of Dismissal- Tracy Turner, Fire- Demotion

Cynthia Gross, Metro Legal Attorney and Dewey Branstetter, appellant's Attorney, were both present before the Commission to discuss the Agreed Order of Dismissal.

MOTION: After some discussion, Commissioner North moved to accept the Agreed Order of Dismissal. Seconded by Commissioner Link and the Commission approved without objection.

Item #4: Metro Nashville Fire Department employee Kenneth Peek is requesting to extend his IOD in accordance with Civil Service Rule 4.8 D Period of Compensation

Monica Anderson, HR Analyst and Jamie Summers, Fire HR, were both present before the Commission to discuss the IOD extension request.

MOTION: After some discussion, Commissioner Corbitt moved to extend the IOD request until May 28, 2021. Seconded by Commissioner North and the Commission approved without objection.

Item #5: Metro Nashville Fire Department employee Jason Upchurch is requesting to extend his IOD in accordance with Civil Service Rule 4.8 D Period of Compensation

Monica Anderson, HR Analyst and Jamie Summers, Fire HR, were both present before the Commission to discuss the IOD extension request.

MOTION: After some discussion, Commissioner Corbitt moved to extend the IOD request until March 20, 2021. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #6: Nashville Public Library Job description revisions for the following positions:

- Library Administrator
- Library Manager 1
- Library Manager 2
- Library Manager 3
- Library Services Assistant Director

Monica Anderson, HR Analyst and Sherry Adams, Public Library HR, were both present before the Commission to discuss the job description revisions.

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

Item #7: Benefit Board Election Results for Police Employee Representative

Seth Waltenbaugh, HR Analyst, updated the Commission about the benefit board election results for Police employee representative. Candidate Jeremy Mosely won with a total of 165 votes and will serve a three-year term beginning January 1, 2021.

ACTION: Report Only

Item #8: 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: Report only.

Item #9: Human Resource Updates

HR Director Hall advised the Commission about the 1st and 2nd quarter report of the Department of Justice. The report tracks the disciplinary actions taken by each department for their employees.

ACTION: This was for a report only.

Item #10: Communiques from the public on pending hearings

NONE

With nothing further, the regular meeting adjourned at 10:06 a.m.

ATTEST:

APPROVED:

Shannon B. Hall, Director
Secretary to the Commission

William H. Farmer, Chairman
Civil Service Commission