

AGENDA

METROPOLITAN CIVIL SERVICE COMMISSION

MARCH 9, 2004

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, March 9, 2004, at 8:30 a.m.

CSC MEMBERS: Mr. William H. Farmer, Mr. R. Steve Corbitt, Mr. Michael Allen, Ms. Janet Rachel and Mr. Greg Rodriguez

(A) MINUTES: Approval of the minutes for the **February 10, 2004** Civil Service Commission Regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
*Ogren, Yvonne L.	Office Support Rep 2	Re-Employment from Medical Pension	02/01/04

*Return from Medical Pension, previously Customer Service Rep 3 (GS 5) to Office Support Rep 2 (SR 5)

FINANCE

*Stephens, Rebekah L	Finance Officer 2	Department Transfer/ Transition to Civil Service	02/09/04
Lomax-O'dneal, Talia R.	Finance Deputy Director	Promotion	02/01/04
Ziobro, Martha J.	Technical Specialist 1	New Hire	01/16/04

*Transition to CS/Department Transfer from the Legal Department (Claims Rep 1, SR8) to Finance (Finance Officer 2, SR10)

FIRE

*Tinnin, Samuel T	Fire Fighter 2	Re-Employment	02/01/04
-------------------	----------------	---------------	----------

*Re-Employment to same classification.

INFORMATION TECHNOLOGY

*Linn, Bonnie D.	Computer Operator 2	Department Transfer/ Class Change	02/01/04
^Cole, Beverly A.	Systems Advisor 2	Transition To Civil Service	02/16/04
Rohrbach, Wade	Info Systems Analyst 1	Promotion	02/01/04
^Baughman, David J.	Info Systems Tech 1	Transition To Civil Service	02/16/04

*Department Transfer from Public Library (IS Associate, SR 6) to ITS (Computer Operator 2, SR 6)

^Transition to Civil Service from Emergency Status

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>JUVENILE COURT</u>			
Rolle, Amanda T.	Program Manager 1	New Hire	02/01/04
*Cothorn, Vicki L	Office Support Rep 1	Demotion	02/16/04

*Demoted from Office Support Rep 2 (SR5) to Office Support Rep 1 (SR4).

PARKS

Crowe, Joshua G	Park Ranger 1	Re-Hire	02/01/04
Wright, Jr., Howard W.	Park Ranger 1	New Hire	02/16/04
Morris, Christopher R.	Maintenance & Repair Worker 2	Promotion	02/16/04
Oneal, Danny L.	Maintenance & Repair Worker 2	Promotion	02/16/04
Flowers II, Larry W.	Maintenance & Repair Worker 3	Promotion	02/16/04
Taylor II Calvin M.	Office Support Rep 2	Promotion	02/01/04

PLANNING COMMISSION

*Woodruff, Rosie E	Office Support Spec 1	Re-Employment from Medical Pension	02/16/04
--------------------	-----------------------	---------------------------------------	----------

*Re-Employment from Medical Pension to same classification.

POLICE

*Browning, Elaine F	Police Operations Coordinator 2	Re-Employment from Medical Pension	02/05/04
Taylor, James F.	Police Security Guard 1	New Hire	02/01/04
Williams, Joe L.	Police Security Guard 1	New Hire	02/01/04

*Re-Employment from Medical Pension to same classification.

PUBLIC WORKS

*Fry, Perry W.	Maintenance & Repair Worker 1	Transition to Civil Service	02/01/04
----------------	-------------------------------	-----------------------------	----------

*Transition to Civil Service from Emergency Status

SHERIFF

Sessions, Syretha D.	Correctional Officer 2	Promotion	02/01/04
*Dixon Jr., Donald R	Correctional Officer 1	Re-Employment	02/01/04

*Re-Employment to same classification.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>WATER AND SEWER</u>			
Jordan, Michael A.	Equipment Operator 2	Promotion	02/01/04
Tant, John A.	Engineer 2	New Hire	02/16/04
*Turner, Richard F.	Engineering Tech 2	Demotion	02/16/04
Johnson, Gary A.	Equipment Operator 3	Promotion	02/01/04
Waynick Jr., Eddie L	Industrial Maintenance Supv 1	Promotion	01/16/04
Jolley, Tyrone	Maintenance & Repair Leader 2	Promotion	02/01/04
Marlow, James S.	Maintenance & Repair Leader 2	Promotion	02/01/04
Barkley, Russell S.	Customer Service Field Rep 1	New Hire	02/01/04
Edwards, Stephen L	Customer Service Field Rep 3	Promotion	02/01/04
Matlock, Michael E	Customer Service Field Rep 3	Promotion	02/01/04
Bradley, James U	Indust Maintenance Supv 2	Promotion	02/01/04
^Brown, Deric L.	Water Maintenance Tech 1	Demotion	02/05/04

*Demotion from Engineering Tech 3 (SR10) to Engineering Tech 2 (SR8).

^Demotion from Customer Service Field Rep 1 (SR5) to Water Maintenance Tech 1 (TG3).

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Bone, Joe	Building Inspector 2	Pensioned	Codes Administration	02/17/2004
Ramsey, Robert L.	Building Inspection Chief	Pensioned	Codes Administration	02/17/2004
Tweedy, Gail F	Fire/EMT Dispatcher	Pensioned	Emergency Comm	02/06/2004
Storey, Tina A	Emerg Telecommunicator 2	Resignation	Emergency Comm	02/06/2004
Sloan, Jason K.	Finance Officer 2	Resignation	Finance	02/13/2004
Hurst, Brian E	Paramedic 2	Dismissal	Fire	02/17/2004
Rowland, Charles J	Fire Captain	Pensioned	Fire	02/17/2004
Berry, Christy L.	Firefighter 3	Pensioned	Fire	02/18/2004
Lawrence, James D.	Fire Lieutenant	Pensioned	Fire	02/17/2004
Snow, Steven R.	Paramedic 2	Deceased	Fire	02/17/2004
Beasley, John C	Fire Fighter 2	Pensioned	Fire	02/05/2004
Adams, Clarence E	Building Maint Lead Mechanic	Pensioned	General Services	02/17/2004
Darnall Jr., Teddy W.	Parts Supervisor	Dismissal	General Services	02/03/2004
Day, Samuel W	Warrant Officer	Resignation	Juvenile Court	02/17/2004
Bond, Michael W	Maintenance & Repair Leader 2	Dismissal	Parks	02/02/2004
Antle, Steven P.	Police Officer 2	Resignation	Police	02/17/2004
Scruggs, Suzanne N	Police Operations Assistant 3	Resignation	Police	01/30/2004
Dobbins, Jerry L.	Police Officer 2-Fld Trng Ofcr	Pensioned	Police	01/31/2004
Keeter, Jeralyn L.	Police Sergeant	Resignation	Police	02/09/2004
Harris, Thomas V.	Police Officer 3	Resignation	Police	02/03/2004
Cobb, Sharon G.	Police Officer 2	Resignation	Police	02/17/2004
Stokes, Sarah J.	Police Officer 1	Dismissal	Police	02/17/2004
Bowen, Billy C.	Librarian 1	Pensioned	Public Library	02/15/2004
Hollis Jr., Robert M	Maintenance & Repair Worker 1	Dismissal	Public Works	02/17/2004
Burton Jr., James A.	Maintenance & Repair Worker 2	Pensioned	Public Works	01/20/2004
Taylor, Kerry G.	Maintenance & Repair Worker 1	Resignation	Public Works	02/17/2004
Rhodes Sr., Clevelt	Correctional Officer 1	Resignation	Sheriff	02/17/2004
Smith Jr., James P	Utility System Helper	Pensioned	Water Services	02/05/2004

(D) ELIGIBILITY REGISTERS ESTABLISHED

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Program Manager I	Open	Juvenile Court
Office Sup Spec 2 - Records	Dept	Metro Clerk's
Maintenance & Repair Worker 2 - Trees	Dept	Parks
Maintenance & Repair Worker 3 - Trees	Dept	Parks
Equipment & Supply Clerk 1	Dept	Public Works
Equipment Operator 3	Dept	Public Works
Industrial Electrician 1	Open	Water Services
Industrial Mechanic 1	Open	Water Services
Maintenance & Repair Leader 1 - Storm	Dept	Water Services

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
04/07/2003	I S Manager	04	Open
04/16/2002	I S Division Manager - Web Design	34	Open
08/15/2002	I S Manager -Cust Apps Manager	04	Open
04/03/2002	I S Manager -Data Control	06	Open
01/29/2002	I S Manager -Network Mail	08	Open

DEPARTMENTAL ITEMS

EMERGENCY COMMUNICATIONS

- Item #1: Roxann Brown, Director - ECC, Requests Approval of the following:
- a. Two Step Increment Advancement for the following employees: (completed their EMD certifications)

Mary Asher	Emer Telecommunicator 1	Step 1 to Step 3
Melissa Feinstein	Emer Telecommunicator 1	Step 1 to Step 3
Michael Lindsey	Emer Telecommunicator 1	Step 1 to Step 3
 - b. Approval of Departmental Rules for Emergency Communications Center

FIRE

- Item #2: Stephen Halford, Director – Fire Chief, requests approval for additional Administrative Leave with Pay for the following: (In excess of the 10 days allowed by Civil Service Rule 4.10)
- Charles Bean, Paramedic (six additional days)
 - Gary Moore, Sr., Captain (one additional day)

HUMAN RESOURCES

Mr. Randy Lovett, Acting Director, submits the following for the Commission's consideration and appropriate action:

- Item #3: Review of Initial Order of Ronald Cannon- Water Services, Three Days Suspension Without Pay
- Item #4: Review of Initial Order of Amy Roberson- Emergency Communications Center, Ten Days Suspension
- Item #5: Review – Order of Compromise and Settlement regarding Stephen Hicks, Sheriff 's Office, Dismissal
- Item #6: Request approval of Motion to Suspend the Time Requirement to File a Motion for Reconsideration regarding Clifford Mann, Police/Twelve Days Suspension
- Item #7:
 - a. Request to rescind action by the Commission on February 10, 2004, which returned John W. Lynch to Director of Human Resources from Medical Leave sometime in March '04.
 - b. Assignment of John W. Lynch, to work as Acting Director of Public Works, effective February 23, 2004 (information only)
 - c. Request approval for assignment of Randy Lovett, Assistant Director of Human Resources, to continue working as Acting Director of Human Resources.
- Item #8: Retirement Incentive Plan
- Item #9: Communiqués about Hearings



Requests for ADA accommodation should be directed to the Metro Human Resources Dept. @ 862-6640