

# AGENDA

## METROPOLITAN CIVIL SERVICE COMMISSION

JUNE 8, 2004

**PLACE & TIME:** Civil Service Conference Room, Suite 163, 222 Building, 3<sup>rd</sup> Avenue North, Nashville, Tennessee, June 8, 2004, at 8:30 a.m.

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

**(A) MINUTES:** Approval of the minutes for the **May 11, 2004** Civil Service Commission Regular meeting.

### **(B) APPOINTMENTS**

<b><u>NAME</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>TYPE</u></b>	<b><u>DATE</u></b>
<b><u>EMERGENCY COMMUNICATION CENTER</u></b>			
Lamm, Erica J.	Emergency Telecommunicator 1	New Hire	5/17/2004
Miller, Lanie M.	Emergency Telecommunicator 1	New Hire	5/17/2004
Mullen, Kristin A.	Emergency Telecommunicator 1	New Hire	5/17/2004
Shelton, Jennifer	Emergency Telecommunicator 1	New Hire	5/17/2004
Summers, Alisha N.	Emergency Telecommunicator 1	New Hire	5/17/2004
Titus, Kathryn M.	Emergency Telecommunicator 1	New Hire	5/17/2004

### **GENERAL SERVICES**

*Hampton, Erin L	Human Resources Analyst 3	Department Transfer/ Class Change	05/16/04
------------------	---------------------------	--------------------------------------	----------

\*Department Transfer From Bordeaux Hospital (HR Generalist, HS 17) To General Services (HR Analyst 3, SR 12)/Class Change

### **INFORMATION TECHNOLOGY**

Brazelton, Samaki N.	Info Systems Tech 1	Promotion	05/01/04
Griffey Jr., John C.	Info Systems Manager	Promotion	05/01/04
Davis, Casandra A.	Info Systems Manager	Promotion	05/16/04

### **POLICE**

Kelton, Louise	Police Captain	Promotion	05/16/04
Richter, Michelle L.	Police Captain	Promotion	05/16/04
Searcy II, James T.	Police Security Guard 1	Promotion	05/01/04
Taylor, Chris M.	Police Captain	Promotion	05/16/04
Craig, Jonathan S.	Police Security Guard 1	New Hire	05/01/04
Croney, Daniel G.	Police Security Guard 1	New Hire	05/01/04
Foster, Cornelius K.	Police Security Guard 1	New Hire	05/01/04
Garcia, Norberto	Police Security Guard 1	New Hire	05/01/04
Hines, Lavonne D.	Police Security Guard 1	New Hire	05/01/04
Johnson, Kevin C.	Police Security Guard 1	New Hire	05/01/04
Jones, Nathan A.	Police Security Guard 1	New Hire	05/01/04
Massie, Jonathan D.	Police Security Guard 1	New Hire	05/01/04
McDaniels, Kennetha D.	Police Security Guard 1	New Hire	05/01/04

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>POLICE</u></b>			
Schneider, Byron D.	Police Security Guard 1	New Hire	05/01/04
Williams, Damoncus	Police Security Guard 1	New Hire	05/01/04
*Miller, Leonard M.	Police Captain	Rollback-Classification	05/16/04
*Bishop, Joseph D.	Police Captain	Rollback-Classification	05/16/04
*Anderson, Michael S.	Police Captain	Rollback-Classification	05/16/04

\*Rollback in classification from Assistant Police Chief to Police Captain.

**PUBLIC WORKS**

Doyle, Devin P.	Engineer 2	Promotion	05/01/04
Knauf, Walter C.	Engineer 2	Promotion	05/01/04

**SHERIFF**

King, Phillip A	Correctional Officer 2	Promotion	05/01/04
-----------------	------------------------	-----------	----------

**SOCIAL SERVICES**

Wingfield, Patricia R	Program Manager 2	Promotion	05/01/04
Gregory, Dinah L.	Administrative Services Manager	Promotion	05/01/04
Pope Bivens, Sandra	Social Worker 2	Promotion	05/01/04

**WATER SERVICES**

*Bass, Ray E.	Maintenance & Repair Worker 1	Demotion	05/19/04
^Byrd, Julia E	Office Support Rep 3	Vol Reduction/Salary Grade	04/16/04
**Gilbert, Peninsula	Office Support Rep 3	Department Transfer/ Vol Reduction/Salary Grade	05/01/04
^^Johnson, Deborah L.	Service Rep 1	Demotion	05/10/04
***Young, Mildred L.	Office Support Rep 3	Demotion	05/01/04
Breedlove, Randy E	Equipment Operator 3	Promotion	05/01/04
Lamborn, Gary J.	Masonry Worker	Promotion	05/16/04
Marlow, James S.	Engineering Tech 2	Promotion	05/16/04
Shelton, Steve D.	Equipment Operator 2	Promotion	05/16/04
Tamulis, James J	Technical Services Coordinator	Promotion	05/16/04

\* Demotion from Maintenance and Repair Worker 2 (TG4) to Maintenance and Repair Worker 1 (TG3).

^ Voluntary Reduction in Salary Grade from Application Tech 3 (SR 9) To Office Support Rep 3 (SR 6).

\*\*Department Transfer from General Services (Printing Equipment Op 2, TL 7) to Water (Office Support Rep 3, SR6)/Voluntary Reduction in Salary Grade.

^^Demotion from Office Support Spec 1 (SR7) to Service Rep 1 (SR 6).

\*\*\*Demotion from Application Tech 3 (SR 9) to Office Support Rep 3 (SR6).

**(C) TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Crawford, Malcolm R.	Building Inspector 1	Pensioned	Codes Administration	04/27/04
Capps, Gerald W	Electrical Inspector 2	Pensioned	Codes Administration	04/28/04
Wilson, Tijuana L	Emerg Telecommunicator 1	Resignation	Emergency Communications	04/30/04
Cole, Sharhona	Finance Officer 1	Resignation	Finance	04/22/04
Orman, J K	Emerg Medical Tech 2	Resignation	Fire	04/20/04
Hicks, Marc Angelo	Fire Fighter 2	Dismissal	Fire	04/23/04
Jackson, Geary W.	Fire District Chief	Pensioned	Fire	04/30/04
Blair Jr., Robert C.	Fire Marshal-Deputy	Pensioned	Fire	04/30/04
San Miguel, Armando	Fire District Chief	Pensioned	Fire	04/30/04
Russell, Terry C	Fire Captain	Pensioned	Fire	04/30/04
Crowe, Steven R	Fire Engineer	Pensioned	Fire	04/30/04
Bean, Charles M.	Paramedic 1	Dismissal	Fire	05/05/04
Waddell, Rodney K	Fire Inspector 2	Pensioned	Fire	05/07/04
Armes, Scott M.	Emerg Medical Tech 2	Pensioned	Fire	05/11/04
Bernard Jr., Nestler W	Fire Engineer	Pensioned	Fire	05/15/04
Lamb, Jerry R.	Fire Maint Worker 1	Pensioned	Fire	05/19/04
Nix, Jerry L	Fire Fighter 2	Pensioned	Fire	05/19/04
Hunley, Daniel G	Fire Engineer	Pensioned	Fire	05/19/04
Marshall, Mark K.	Program Manager 1	Resignation	Human Resources	05/07/04
Mendleson, Margaret A.	Paralegal	Resignation	Legal	04/30/04
Stevens, William J	Recreation Center Manager	Pensioned	Parks	04/23/04
Kinslow Jr., Bobby D	Maint & Repair Worker 1	Dismissal	Parks	04/29/04
Barfield, Amber E.	Museum Spec 2	Resignation	Parks	05/07/04
Bible, Shawn A.	Special Programs Coordinator	Resignation	Parks	05/11/04
Nelson II, Walter H.	Police Sergeant	Resignation	Police	04/16/04
Shepherd, Dennis R.	Police Officer 2	Pensioned	Police	04/19/04
Holmes, Reba M	Police Identification Spec 1	Pensioned	Police	04/30/04
Allen, James W.	Police Sergeant	Pensioned	Police	04/30/04
Moran, Eddie R.	Police Officer 3	Pensioned	Police	04/30/04
Stilz, William A.	Police Officer 2	Pensioned	Police	04/30/04
Cimino, Joseph R.	Finance Manager	Pensioned	Police	04/30/04
Johnson, John R.	Police Sergeant	Pensioned	Police	05/03/04
Faulkner, Deborah Y	Police Deputy Chief	Pensioned	Police	05/04/04
Frye, Gregory P	Police Officer 3	Pensioned	Police	05/05/04
Ferguson, Mitchell J.	Police Officer 2	Dismissal	Police	05/05/04
Massengale, Linda K.	Police Officer 2	Pensioned	Police	05/11/04
Lynch, Linda G	Police Exec Assistant	Pensioned	Police	05/12/04
Adams, Nell L	Police Exec Assistant	Pensioned	Police	05/15/04
Moss, Michael L.	Police Officer 3	Pensioned	Police	05/15/04
Edwards, Carolyn B	Exec Asst To Chief-Police/Fire	Pensioned	Police	05/15/04
Johnson, Nancy A.	Librarian 1	Resignation	Public Library	04/28/04
Alexander, Thomas R.	Maint & Repair Worker 3	Pensioned	Public Works	05/19/04
Perez, Angel	Correctional Officer Sergeant	Resignation	Sheriff	05/03/04
McGowan, Henry T.	Correctional Officer 2	Resignation	Sheriff	05/06/04
McKinley James, Janet	Group Care Worker	Resignation	Social Services	04/30/04
Bennett, Carol L	Office Support Rep 3	Pensioned	Social Services	04/30/04
Baldwin, Evelene S	Office Support Rep 3	Pensioned	Social Services	05/15/04
Lewis, Virginia D	Office Support Rep 3	Pensioned	Water And Sewer	04/16/04
Hall, Thomas L	Maint & Repair Leader 1	Pensioned	Water And Sewer	04/19/04
Bedard, Joseph C.	Water Maint Tech 1	Resignation	Water And Sewer	04/24/04
Denton, Teresa G.	Office Support Rep 2	Resignation	Water And Sewer	04/29/04
Mathes, Silas E.	Envir Compliance Officer 2	Resignation	Water And Sewer	04/30/04
Hughes, Deborah D.	Office Support Rep 2	Dismissal	Water And Sewer	05/07/04

**(D) ELIGIBILITY REGISTERS ESTABLISHED**

<b><u>Classification</u></b>	<b><u>Type</u></b>	<b><u>Requesting Department</u></b>
Maintenance & Repair Worker 2 - Grounds	Dept	Parks
Public Information Coordinator	Dept	Parks
Correctional Officer Lieutenant	Dept	Sheriff's
Engineer 1	Open	Water Services
Engineer 2 - Contracts	Open	Water Services
Equipment Operator 2	Dept	Water Services

Item #1: Introduction of New Civil Service Commission Member – Ms. Ervina S. Jarrett  
(Information Only )

**DEPARTMENTAL ITEMS**

**CODES ADMINISTRATION**

- Item #2: Terry Cobb, Director, request approval to Extend Out of Class pay beyond 100 days for:
- A. Byron Hall, Acting Building Inspection Chief
  - B. James Murray, Acting Electrical Inspection Chief

**EMERGENCY COMMUNICATION CENTER**

Item #3: RoxAnn Brown, Director, requests approval for the following:

- A. Increment Advance for employees that have received EMD certification:

Teri Fardello	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101
Shelia Lee	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101
Michael Montmarquet	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101
Jacqueline Mooney	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101
Rachael Quirouette	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101
Crystal Severance	Emergency Telecommunicator 1	SR06/step 01	\$25,407 to step 03	\$27,101

- B. Request to revisit and approve Bonus Plan for ECC Staff Trainers – from April 13, 2004 CS meeting

**FIRE**

Item #4: Fire Chief Stephen Halford requests approval for additional Administrative Leave with Pay beyond 10 days for Gary Hargis, Fire Captain

**WATER SERVICES**

Item #5: Scott Potter, Director, requests approval for the following:

- A. Water Services Department Awards & Recognition Program
- B. Request for Employee Bonus Awards – Water Services

Deric L Brown	Water Maintenance Tech 1	\$ 75.00
Larry F. Cline	Customer Service Field Rep 3	375.00
Michael W. Fontaine	Customer Service Field Rep 2	475.00
Harley Garton	Customer Service Field Rep 1	100.00

Felix Hills, II	Customer Service Field Rep 2	125.00
Robert L. Humphrey	Customer Service Field Rep 2	400.00
Gary N. Nicholson	Customer Service Field Rep 3	325.00

C. Approval of employee transitions from the Thermal Plant to Metro Water Services

Roger Langley, Industrial Electrician 1  
 Bob Denham, Industrial Mechanic 1  
 John Liverance, Engineering Tech 3  
 Ronnie Cook Industrial Electrician 2  
 Ernest Smithson, Engineering Tech 2

### **HUMAN RESOURCES**

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

Item #6: Certification of Employee Benefit Board Election Results –  
 General Government Representative to the Employee Benefit Board

**Election Results:**

Bob Barrett	96	
Charles Boddie	101	
Russell Britten	112	
Paul Shrem	30	
Clyde Smith	426	Elected

Item #7: Approval of Departmental Rules – Water Services

Item #8: Appeal of Rollback from Assistant Chief to Police Captain – Leonard M. Miller, Police Department

Item #9: Petition for Reconsideration of Final Order of George Conway, Police Department/Dismissal

Item #10: Communiqués about Hearings

**Note:** Administrative Law Judge Tom Stovall, State Attorney General's Office, will meet with Commission Members immediately following the regular meeting.



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