

# AGENDA

## METROPOLITAN CIVIL SERVICE COMMISSION

SEPTEMBER 14, 2004

**PLACE & TIME:** Civil Service Conference Room, Suite 163, 222 Building, 3<sup>rd</sup> Avenue North, Nashville, Tennessee, September 14, 2004, at 8:30 a.m.

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

**(A) MINUTES:** Approval of the minutes for the **August 10, 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>
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#### **FINANCE**

* White, Sharon L.	Application Tech 2	Department Transfer/Promotion	08/16/04
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\* Department Transfer from Human Resources (Application Tech1) to Finance (Application Tech 2)

#### **HUMAN RESOURCES**

Lindsey, Scott B.	Program Manager 1	New Hire	08/01/04
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#### **INFORMATION TECHNOLOGY**

* Brown, Lloyd D.	Info Systems Analyst 2	Class Change/Lateral	08/16/04
Arwine, William T.	Info Systems Analyst 1	New Hire	08/09/04
Medina, William A.	Info Systems Analyst 2	Promotion	08/16/04
Linn, Bonnie D.	Info Systems Tech 1	Promotion	08/16/04
Hale, Kyle E.	Systems Advisor 1	New Hire	08/16/04

\* Class Change from Computer Operations Shift Supervisor (SR11) to IS Analyst 2 (SR11)

#### **JUVENILE COURT**

Halliburton, Willie L.	Probation Officer 2	Promotion	08/16/04
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#### **PARKS**

Patrick, Kim J.	Custodian 1	Re-Hire	08/16/04
* Millspaugh, Joey	Concessions Clerk 2	Return From Pension	08/01/04
Meddling, Lamario N	Recreation Center Manager	Promotion	08/16/04
Gregory, Adrean E.	Recreation Center Manager	Promotion	08/16/04
Jones, Timothy G.	Recreation Center Manager	Promotion	08/16/04
Lavender, Marlo D	Recreation Center Manager	Promotion	08/16/04
Clark, Rhonda D	Recreation Center Manager	Promotion	08/16/04
King, Lisa M.	Recreation Center Manager	Promotion	08/16/04

\*Return from Medical Pension to same classification

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>POLICE</u></b>			
Corman, David B.	Police Lieutenant	Promotion	08/16/04
Donegan, Jamie M.	Police Lieutenant	Promotion	08/16/04
Dupie III, Leander H.	Police Lieutenant	Promotion	08/16/04
Foley III, Richard T	Police Lieutenant	Promotion	08/16/04
Imhof, David G.	Police Lieutenant	Promotion	08/16/04
Lyon, Dana M	Police Lieutenant	Promotion	08/16/04
Reinbold, Jason M.	Police Lieutenant	Promotion	08/16/04
Spencer, Kenneth M.	Police Lieutenant	Promotion	08/16/04
Turner, Aubrey C.	Police Lieutenant	Promotion	08/16/04
Bartlett, Kurt W	Police Sergeant	Promotion	08/16/04
Blackburn, Michael A.	Police Sergeant	Promotion	08/16/04
Bourque, John W.	Police Sergeant	Promotion	08/16/04
Brookes, Robert P.	Police Sergeant	Promotion	08/16/04
Carroll, Grant A.	Police Sergeant	Promotion	08/16/04
Cooley, Samuel D.	Police Sergeant	Promotion	08/16/04
Duncan, Jason T.	Police Sergeant	Promotion	08/16/04
Duncan, Stephen F.	Police Sergeant	Promotion	08/16/04
Eby, Michael G	Police Sergeant	Promotion	08/16/04
Fidler, Robert Brink	Police Sergeant	Promotion	08/16/04
Forsyth, Kimberly V	Police Sergeant	Promotion	08/16/04
Gilleland, Kim Christine	Police Sergeant	Promotion	08/16/04
Graves, Terrence J.	Police Sergeant	Promotion	08/16/04
Haworth, Marjorie S.	Police Sergeant	Promotion	08/16/04
Hertenstein Jr., Jerry E.	Police Sergeant	Promotion	08/16/04
Johnson, Brian	Police Sergeant	Promotion	08/16/04
Johnson, Vernon	Police Sergeant	Promotion	08/16/04
Lane Jr., James E.	Police Sergeant	Promotion	08/16/04
Larkin, John C.	Police Sergeant	Promotion	08/16/04
Lokey, Natalie K.	Police Sergeant	Promotion	08/16/04
Martin, Gene F.	Police Sergeant	Promotion	08/16/04
Mundt, David L.	Police Sergeant	Promotion	08/16/04
Phillips, Jeffrey C.	Police Sergeant	Promotion	08/16/04
Pinkelton, Justin B.	Police Sergeant	Promotion	08/16/04
Rodgers, Benjamin M.	Police Sergeant	Promotion	08/16/04
Rogers, Johnathan J.	Police Sergeant	Promotion	08/16/04
Sharpe, Jason J.	Police Sergeant	Promotion	08/16/04
Shea, Patrick M.	Police Sergeant	Promotion	08/16/04
Slessinger, David L	Police Sergeant	Promotion	08/16/04
Smith Jr., James L.	Police Sergeant	Promotion	08/16/04
Starling, Jason S.	Police Sergeant	Promotion	08/16/04
Temple Jr., Horace J.	Police Sergeant	Promotion	08/16/04
Veile, David H.	Police Sergeant	Promotion	08/16/04
Vinson, Douglas R.	Police Sergeant	Promotion	08/16/04
Watkins, William J.	Police Sergeant	Promotion	08/16/04
Weaver, Robert O.	Police Sergeant	Promotion	08/16/04
Windus, David J.	Police Sergeant	Promotion	08/16/04

**PUBLIC LIBRARY**

Schmid, Jennifer L.	Librarian 1	New Hire	08/16/04
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**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>PUBLIC WORKS</u></b>			
^Smiley II, Leo B	Compliance Inspector 1	Re-Classification	08/01/04
Hooper, Jeffrey N.	Equipment Operator 2	Promotion	08/01/04
Jones, Donald C.	Equipment Operator 2	Promotion	08/01/04
Morgan, Kevin D.	Equipment Operator 2	Promotion	08/01/04
Potter, John R.	Equipment Operator 2	Promotion	08/01/04
Clark, Ricky L.	Equipment Operator 3	New Hire	08/16/04
Fletcher Jr., Elias	Equipment Operator 3	Promotion	08/01/04
Horner, Jeffrey T.	Equipment Operator 3	New Hire	08/16/04
Ellen, William C.	Maint & Repair Worker 1	New Hire	08/01/04
Fudge III, Jon Y.	Maint & Repair Worker 1	New Hire	08/01/04
Kestner, Brandon S.	Maint & Repair Worker 1	New Hire	08/01/04
McKay, Anthony T.	Maint & Repair Worker 1	New Hire	08/01/04
Archev, Steven D.	Maint & Repair Worker 2	Promotion	08/01/04
Madden Jr., Richard W.	Maint & Repair Worker 2	Promotion	08/16/04
* Trotter, Steven E.	Maint & Repair Worker 1	Transition to Civil Service	08/16/04

^Reclassification from Equipment and Supply Clerk 2 (SR 6) to Compliance Inspector 1 (SR 7) due to a position audit

\*Transition to Civil Service (Public Works) from Seasonal Status (Parks)

**SHERIFF**

Powell Jr., George A	Correctional Officer 2	Promotion	08/16/04
Roseberry, William E.	Correctional Officer 2	Promotion	08/16/04
Satterlee, Scott A.	Correctional Officer 2	Promotion	08/16/04
Wilson, Victor A.	Correctional Officer 2	Promotion	08/16/04
Abernathy, Charlon M	Correctional Officer Lieu	Promotion	08/01/04
Gateley, Vicki E	Correctional Officer Lieu	Promotion	08/16/04
Tevis, Kevin H.	Correctional Officer Lieu	Promotion	08/01/04
Hardrick, Darrell L	Correctional Officer Serg	Promotion	08/01/04
McLeod, Donald N.	Correctional Officer Serg	Promotion	08/16/04
Pitts, Ronald J	Correctional Officer Serg	Promotion	08/01/04
Fletcher, Brady	Correctional Officer 2	Promotion	08/16/04

**WATER SERVICES**

Wells, Pricella D.	Administrative Assistant	Promotion	08/01/04
* Charlton Jr., Robert L	Customer Svc Field Rep 2	Demotion	07/16/04
** Davis, Rachel L.	Office Support Rep 1	Demotion	08/01/04
***Stevens, William G.	Maint & Repair Leader 1	Transition To Civil Service	08/01/04
Benson, Everette S.	Maint & Repair Leader 2	Promotion	08/16/04
Carnduff, Kenneth M.	Maint & Repair Leader 2	Promotion	08/16/04
Holland, Richard A.	Maint & Repair Leader 2	Promotion	08/16/04
Madden, Frank D.	Maint & Repair Leader 2	Promotion	08/16/04
^ Petty Jr. Charles D.	Treatment Plant Tech 1	Department Transfer/Class Change	08/01/04
Fernandez, Derick O.	Treatment Plant Tech 1	New Hire	08/01/04
Lambert, John W.	Treatment Plant Tech 1	New Hire	08/01/04

\*Demotion from Customer Service Field Rep 3 (SR7) to Customer Service Field Rep 2 (SR 6)

\*\*Demotion from Office Support Rep 2 (SR 5) to Office Support Rep 1 (SR4)

^Department Transfer from Public Works (Equipment Operator 3, TG 8) to Water (Treatment Plant Tech 1, TG 8)

\*\*\*Transition to Civil Service from Emergency Status

**(D) TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Swett, Pamela D	Program Spec 3	Resignation	Caring For Children	08/09/04
Upton, James W	Property Stan Inspector 1	Pensioned	Codes Administration	08/20/04
Qualls, Roy E	Building Inspector 2	Pensioned	Codes Administration	08/10/04
Carter, Kristina M	Emerg Telecommunicator 3	Resignation	Emergency Communication	08/17/04
Bow, John C.	Emerg Telecommunicator 1	Resignation	Emergency Communication	08/17/04
Lindsay, Michael B	Emerg Telecommunicator 1	Resignation	Emergency Communication	08/03/04
Chaney, Shawna R.	Emerg Telecommunicator 1	Dismissal	Emergency Communication	08/06/04
Burns, Lynetta P.	Emerg Telecommunicator 1	Dismissal	Emergency Communication	08/10/04
Smith, Torry S.	Emerg Telecommunicator 1	Dismissal	Emergency Communication	08/10/04
Belcher, Jean B	Office Support Spec 1	Pensioned	Finance	07/28/04
Shelton, Roger N	Fire Captain	Deceased	Fire	07/27/04
Cunningham, William G.	Fire Captain	Pensioned	Fire	07/31/04
Tomes, Johnny H	Firefighter 3	Pensioned	Fire	07/31/04
Williams, Ralph L.	Fire Inspector 2	Pensioned	Fire	07/31/04
Harrison Jr., Lewis M	Fire Engineer	Pensioned	Fire	08/12/04
Dutton, Michael W	Fire Marshal-Assistant	Pensioned	Fire	08/15/04
Kabazzi, Asa M.	Communications Spec	Dismissal	Information Technology	07/19/04
Klapper, Paul R.	Recreation Leader	Resignation	Parks	07/22/04
Curl, Seth A	Maint & Repair Worker 1	Resignation	Parks	07/26/04
Clough, Janet D.	Parks & Recreation Supt	Pensioned	Parks	08/15/04
Tulloss, Marilyn D.	Parks & Recreation Supt	Pensioned	Parks	08/15/04
Banniza, Freida E	Planning Tech 3	Pensioned	Planning Commission	07/31/04
Dedman, Christy J	Police Officer 2	Deceased	Police	07/19/04
Marlowe Jr., Billy Joe	Police Sergeant	Pensioned	Police	07/29/04
Buchanan, James T	Police Officer 2	Resignation	Police	07/30/04
Briggance, Richard	Police Assistant Chief	Pensioned	Police	07/31/04
Howell, David L.	Systems Advisor 2	Pensioned	Police	07/31/04
Marshall, Katheryne M	Police Operations Coord 1	Pensioned	Police	07/31/04
Rader Jr., Raymond T.	Police Officer 3	Pensioned	Police	08/05/04
Keirn, Laura J.	Circulation Assistant 1	Resignation	Public Library	07/24/04
Bhagat, Melanie R.	Office Support Rep 2	Resignation	Public Library	08/03/04
Frierson, Brenda G.	Office Support Rep 2	Resignation	Public Library	07/29/04
Mingrone, Lisa M.	Office Support Rep 2	Resignation	Public Library	07/29/04
Stewart-Mailhot, Amy E	Librarian 1	Resignation	Public Library	07/31/04
Fox, Vanessa A.	Library Associate 1	Resignation	Public Library	08/05/04
Denson, Barbara A.	Office Support Rep 3	Pensioned	Public Library	08/10/04
Simpson, David H.	Maint & Repair Worker 1	Dismissal	Public Works	07/16/04
Lawrence, Terry L.	Sanitation Worker	Dismissal	Public Works	07/17/04

**(D) TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Belew, Patty L.	Correctional Officer 1	Resignation	Sheriff	08/04/04
Brooks, Keanthony D.	Correctional Officer 1	Dismissal	Sheriff	07/16/04
Terry, Percy L.	Correctional Officer 1	Dismissal	Sheriff	07/20/04
Warren, Beverly M.	Correctional Officer 1	Dismissal	Sheriff	07/20/04
Howell, Russell J.	Correctional Officer 1	Resignation	Sheriff	07/29/04
Stith, John H.	Correctional Officer 1	Resignation	Sheriff	08/14/04
Richardson, Janice M.	Van Driver	Resignation	Social Services	07/19/04
Stallworth-Price, Patricia	Homemaker	Pensioned	Social Services	07/27/04
Lively, Mabellean	Group Care Worker Sr.	Pensioned	Social Services	07/31/04
Stephens, Shirley M.	Program Manager 2	Pensioned	Social Services	07/31/04
Greer, Victoria L.	Specialized Skills Supv	Resignation	Social Services	08/03/04
Binkley, Mary F.	Social Work Assoc	Pensioned	Social Services	08/10/04
Teasley, Martha Cora	Homemaker	Pensioned	Social Services	08/10/04
Kain, Frances A	Administrative Assistant	Pensioned	Water Services	07/29/04
Powell, Darvetta M	Office Support Rep 2	Resignation	Water Services	07/30/04
Coffee, Donald T.	Maint & Repair Worker 2	Resignation	Water Services	08/10/04

**(E) ELIGIBILITY REGISTERS ESTABLISHED**

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Office Support Spec 1	Dept	Beer Board
Program Manager 1 – Family Sup	Dept	Caring For Children
Human Resources Admin.	Dept	General Services
Parks & Recreation Assistant Director	Open	Parks
Police Executive Adm. - Chief Financial Off	Open	Police
Technical Spec 2 - Aviation	Dept	Police
Maintenance & Repair Worker 3 - Roads	Open	Public Works
Maintenance & Repair District Supervisor	Dept	Public Works
Customer Service Assistant Manager	Dept	Water Services
Information Systems Spec-WS	Dept	Water Services
Maintenance & Repair Leader 1-Thermal	Open	Water Services
Stores Supervisor	Open	Water Services

**DEPARTMENTAL ITEMS****CODES**

Item #1: Mr. Terry Cobb, Director, requests approval to extend Out of Class pay beyond 100 days for Mr. William Myers, Acting Plumbing Inspector Chief.

**FINANCE**

Item #2: Mr. David Manning, Director, requests approval to extend Out of Class pay beyond 100 days for Ms. Terry Griffin, Interim Customer Services Manager.

**JUVENILE COURT**

Item #3: Judge Betty Adams-Green requests approval of Leave from Civil Service for the following persons:

Delores Gwin	Administrative Assistant	07/01/04	06/30/05
L'Tannia H Williams	Program Manager	07/01/04	06/30/05
Margo Cooper	Administrative Assistant	07/01/04	06/30/05

**HUMAN RESOURCES**

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

Item #4: Approval of proposed Revisions to Civil Service Rules / from Public Hearing of August 10, 2004

Item #5: **JOB DESCRIPTION – CHANGES**

Zoning Examiner  
 Park Ranger 1  
 Park Ranger 2  
 Park Ranger Sgt.  
 Park Ranger Lt.  
 Security Officer Coordinator  
 Equipment Operator 2  
 Equipment Operator 3  
 Equipment Specialist  
 Paramedic 2  
 Safety Coordinator  
 Safety Inspector 2

Item #6: Review of Initial Order on Carl Stocks, Police/1 Day Suspension

Item #7: Appeal from Mr. Terry Pate, Disability Pensioner, of a Medical Disqualification for re-employment with the Metropolitan Nashville Police Department

Item #8 Proposed Revisions to Civil Service Policy:

- a. 2.7-II - Residence Requirement for College Credit- For Qualifying on entrance and Promotional Exams
- b. 7.1 / 8.1 Police and Fire Educational Incentive

Item #9: Communiqués about Hearings

Note for Commissioners:

Judge Thomas Stovall, Office of the Secretary of State/Administrative Procedures Division, will be conducting a training session immediately following the regular meeting.

