

AGENDA

METROPOLITAN CIVIL SERVICE COMMISSION

OCTOBER 11, 2005

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, October 11, 2005 at 8:30 a.m.

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

(A) MINUTES: Approval of the minutes for the **September 13, 2005** Civil Service Commission regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
*Bone, Joe	Building Inspector 2	Return from Medical Pension	9/01/2005
*Return from Medical Pension to same classification			
<u>FINANCE</u>			
Crutchfield, Andrea M.	Application Tech 2	Promotion	8/27/2005
Gibbs, Amanda L.	Application Tech 2	Promotion	8/27/2005
Broughton, Letanga R.	Application Tech 3	Promotion	8/27/2005
Green, Kathy R.	Finance Officer 2	Promotion	9/12/2005
Hartlage, Kenneth J.	Finance Officer 3	Promotion	9/12/2005
Hudson, Chinita T.	Finance Officer 3	Promotion	9/12/2005
Stephens, Jeremy L.	Finance Officer 3	Promotion	9/12/2005
<u>FIRE</u>			
Smotherman, William R.	Fire Marshal-Assistant	Promotion	9/01/2005
*Hamilton, John D.	Fire Fighter 2	Class Change	9/01/2005
*Jones, Ronald S.	Fire Fighter 2	Class Change	9/01/2005
*Zervas, Christoper G.	Fire Fighter 2	Class Change	9/01/2005
^Washington, Kela M.	Office Support Rep 2	Department Transfer/Lateral	9/16/2005
*Class change from EMT2 (PS 4) to Fire Fighter 2 (PS 4)			
^Department Transfer from Water to Fire, same classification			
<u>GENERAL SERVICES</u>			
*Luckado, Loretta	Technical Specialist 1	Return from Medical Pension	9/12/2005
*Return from Medical Pension to same classification			

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>HUMAN RESOURCES</u>			
Dillard, Gregory B.	Human Resources Analyst 2	Promotion	9/01/2005
Gilbert, Malinda C.	Human Resources Analyst 2	Promotion	9/01/2005
Hayes, Antonia C	Human Resources Analyst 2	Promotion	9/01/2005
Lusk, Jason J.	Human Resources Analyst 2	Promotion	9/01/2005
Waltenbaugh, Seth P	Human Resources Analyst 2	Promotion	9/01/2005
*Brown, Robin C	Human Resources Manager	Department Transfer/Lateral	8/27/2005
^Saad, Sharon V.	Application Tech 1	Re-Classification	9/01/2005

*Department Transfer from Water Services to Human Resources, same classification

^Re-Classification from Office Support Rep 2 (SR5) to Application Tech 1 (SR7), due to a Position Audit

JUVENILE COURT

Nielsen, Janet L	Probation Officer 2	Promotion	9/12/2005
*McWhorter, Sally A.	Office Support Rep 2	Transition to Civil Service	8/29/2005

*Department Transfer from Juvenile Court Clerk (Non-Civil Service) to Juvenile Court (Civil Service)

MUNICIPAL AUDITORIUM

Cox, Dennis L.	Building Maintenance Mechanic	Promotion	9/10/2005
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PARKS

*Bryant, William T	Maintenance & Repair Worker 1	Return from Disability Pension	9/02/2005
Cothran, Brenna R.	Museum Specialist 2	New Hire	9/16/2005
McWhorter, Mead A.	Park Police 1	New Hire	9/09/2005
Lockett, Phil J.	Facilities Manager	New Hire	8/22/2005
Holleman, John M.	Specialized Skills Supervisor	New Hire	8/26/2005
Freeman, Vicki L.	Custodian 1	New Hire	9/16/2005
Kesic, Sanela	Custodian 1	New Hire	9/16/2005
Catalan, Irineo	Maintenance & Repair Worker 2	Promotion	9/09/2005
King, William D.	Maintenance & Repair Worker 2	Promotion	8/19/2005
Love, Timothy D.	Maintenance & Repair Worker 2	Promotion	9/09/2005
Reding, Michael E.	Maintenance & Repair Worker 2	Promotion	8/19/2005
Van Tassel, Danny R	Maintenance & Repair Worker 2	Promotion	9/09/2005
^Hale, Jeremy T.	Maintenance & Repair Worker 3	Voluntary Reduction - Salary Grade	9/02/2005

*Return from IOD Pension to same classification

^Voluntary reduction from Maintenance and Repair Leader (T17) to Maintenance and Repair Worker 3 (TG6)

PLANNING COMMISSION

Bass, Josie L.	Administrative Services Officer 2	Promotion	9/1/2005
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(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
Givens, Christine M.	Police Crisis Counseling	New Hire	9/16/2005
McKissick, Shasta A.	Police Operations Assistant 1	New Hire	9/16/2005
Cregan, Justin S.	Police Security Guard 1	New Hire	9/16/2005
Doughtie, Patrick L.	Police Security Guard 1	New Hire	9/16/2005
Laird-Phillips, Sandra Y	Office Support Specialist 2	Promotion	8/16/2005

PUBLIC LIBRARY

Alsdurf, Mamie C.	Librarian 1	New Hire	9/12/2005
Bischoff, Deborah L.	Librarian 1	New Hire	9/12/2005
Lane, Jennifer B.	Librarian 1	New Hire	9/12/2005
Morse, Sara L.	Librarian 1	New Hire	9/12/2005
Weedman, Barbara F.	Library Manager 3	New Hire	9/12/2005

PUBLIC WORKS

*Epperson II, Harvey	Maintenance & Repair Worker 1	Transition to Civil Service	9/26/2005
*Harris, Jason D.	Maintenance & Repair Worker 1	Transition to Civil Service	9/26/2005
*Hatcher, Kortland N.	Maintenance & Repair Worker 1	Transition to Civil Service	9/26/2005
Warwick, Stacy R.	Signal Tech 3	Promotion	9/12/2005
^Tidwell, Randy L.	Equipment Operator 3	Return from Pension	9/20/2005
Fudge III, Jon Y.	Maintenance & Repair Worker 2	Promotion	9/26/2005
Rector, Mikal T.	Maintenance & Repair Worker 2	Promotion	9/26/2005
Shirey, Gerrod D.	Compliance Inspector 1	Promotion	9/26/2005
**Allen, Donald R.	Technical Specialist 1	Class Change/Lateral	8/29/2005
Wahlstrom, Sharon K	Pub Works Asst Dir-Finance & Adm	Promotion	9/12/2005

*Transition to Civil Service from Seasonal Status

^Return from IOD Pension to same classification

**Class Change from Maintenance and Repair District Supv (TS11) to Technical Specialist 1 (SR11)

SOCIAL SERVICES

Barre, Abdelghani B	Contract Administrator	Promotion	9/06/2005
Chappell, Edwina P.	Contract Administrator	New Hire	9/06/2005

WATER SERVICES

Cooper, Casey D.	Engineer In Training	New Hire	8/27/2005
Adkins, Tony E	Customer Service Field Rep 1	Re-Hire	8/27/2005
Himes, Terrence D.	Customer Service Field Rep 1	New Hire	8/27/2005
Plummer, Floyd	Customer Service Field Rep 1	New Hire	8/27/2005
Sanchez, Julio	Customer Service Field Rep 1	New Hire	8/27/2005
Greer, Faye D.	Office Support Rep 2	New Hire	9/12/2005
Mefford, Traci L.	Office Support Rep 2	New Hire	8/27/2005

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Aronson, Joshua P.	Emer Telecommunications Off 1	Resignation	Emergency Comm Ctr	8/28/2005
Jones, Charles E	Emer Telecommunications Mgr	Resignation	Emergency Comm Ctr	8/17/2005
Johnson, James V	Probation Officer 1	Pensioned	Juvenile Court	9/01/2005
Chadwell, Gary R	Building Maintenance Mechanic	Pensioned	Municipal Auditorium	9/15/2005
Burns, Thomas M	Parks & Recreation Assistant Dir	Pensioned	Parks	8/19/2005
Holt Jr., Jack D	Maintenance & Repair Worker 2	Resignation	Parks	9/07/2005
McKirdy, Jessie P.	Circulation Assistant 2	Pensioned	Public Library	9/02/2005
Osborn, Glenna K.	Circulation Assistant 2	Resignation	Public Library	8/31/2005
Darvin, Tiffany L.	Office Support Rep 1	Resignation	Public Works	8/26/2005
Gann Jr., William H.	Equipment Operator 3	Pensioned	Public Works	9/15/2005
Potter, Cary P.	Maintenance & Repair Worker 1	Dismissal	Public Works	9/03/2005
Bolton, Christopher L.	Correctional Officer 1	Resignation	Sheriff	9/04/2005
Doherty, Patrick	Correctional Officer 1	Resignation	Sheriff	8/25/2005
Linder, Adam M.	Correctional Officer 1	Resignation	Sheriff	9/01/2005
Parrish, Angela L.	Correctional Officer 1	Dismissal	Sheriff	8/22/2005
Smith, Timika R.	Correctional Officer 1	Resignation	Sheriff	8/31/2005
Spencer, Christopher L.	Correctional Officer 1	Resignation	Sheriff	9/08/2005
Thomas, Lorna R.	Correctional Officer 1	Resignation	Sheriff	8/17/2005
Taylor, Meryl A.	Social Worker 3	Resignation	Social Services	9/02/2005
Mitchell, Emerald M.	Office Support Rep 2	Resignation	Water Services	8/23/2005
Patterson, Jerrita A.	Office Support Rep 2	Resignation	Water Services	8/19/2005
Wilee, William E	Administrative Services Officer 4	Pensioned	Water Services	8/31/2005

(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Applications Tech 3 - Business Solutions	Open	Finance
Finance Administrative - Budgets	Dept	Finance
Finance Officer 3 - Budgets	Dept	Finance
Technical Spec 2 - Architect	Open	Finance
Fire Assistant Training Officer	Dept	Fire
Finance Manager - MPS	Dept	General Services
Probation Officer 2	Open	Juvenile Court
Office Support Rep 2	Dept	Legal
Library Manager 3 - Edmondson	Open	Library
Building Maintenance Mechanic - Municipal	Open	Municipal Auditorium
Museum Spec 2 - Registrar	Open	Parks
Finance Manager - Police	Open	Police
Compliance Inspector 1 - Enforcement	Dept	Public Works
Customer Service Field Rep 3 - Convention Center	Dept	Public Works
Equipment Operator 3	Dept	Public Works
Maintenance & Repair Worker 2 - PW	Dept	Public Works
Public Works Assistant Director - Fin & Adm	Dept	Public Works
Signal Tech 3 - Sign Shop	Dept	Public Works
Contract Administrative - Immigration	Open	Social Services
Contract Administrative - Integrated Services	Open	Social Services
Equipment Operator 2 - Days	Dept	Water Services
Equipment Operator 2 - Storm	Dept	Water Services
Equipment Operator 3 - Days	Dept	Water Services
Industrial Maintenance Supervisor 2	Dept	Water Services
System Services Manager	Dept	Water Services

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
08/22/2003	Administrative Services Officer 3 - Accts	37	Open
04/30/2003	Finance Manager - Payroll	05	Open
11/22/2004	Auto Service Writer	28	Open
09/08/2003	Equipment & Supply Clerk 2	31	Open
06/10/2003	Administrative Services Off 2 - Domestic Violence	11	Open
09/21/2004	Administrative Services Officer 2	31	Open
04/22/2004	Program Manager 2	02	Dept
11/20/2003	Engineer 2	08	Open

DEPARTMENTAL ITEMS**FINANCE**

Item #1: Mr. David Manning, Director, requests approval to Hire Above Base Ms. Sharon Simmons, Application Technician 3, Step 3, effective October 3, 2005. SR09

JUVENILE COURT

Item #2: Judge Betty Adams-Green requests approval for an Increment Advance for Mr. David Streeter, Warrant Officer 1, from Step 2 to Step 3, effective October 21, 2005.

POLICE

Item #3: Chief Ronal Serpas requests approval for the following:

- a. Open Range - Pay Adjustment for Tim James, IS Advisor 1, effective October 16, 2005
- b. Open Range - Pay Adjustment for Hernan Andrade, IS Advisor 1, effective October 16, 2005
- c. Increment for Brenda Hambrick, IS Communication Tech 2, Step 7 to Step 9
- d. Increment Advance for Leland Greer, Computer Operator 2, Step 2 to Step 4

HUMAN RESOURCES

Ms. Dorothy S. Berry, Interim Director, submits the following for the Commission's consideration and appropriate action:

Item #4: Request for Employee Bonus Awards – Water Services

Evelyn L. Fontana, Engineer 2	\$250.00
Gloria Jackson-Campbell, Administrative Services Officer 4	250.00
Gary R. Ragland, Customer Service Asst. Manager	250.00
Marilyn F. Tidwell, Administrative Services Officer 3	250.00
Lisa M. Earls, Application Technician 1	250.00
Karen J. Johnson, Office Support Representative 3	250.00
Louis T. Jones, Office Support Specialist 2	250.00
Kevin T. Nunley, Engineering Technician 3	250.00
Mindy R. Thomason, Application Technician 3	250.00
Jack Watkins, Engineering Technician 3	250.00
George A. Williamson, Finance Officer 3	250.00
Judy E. Ward, Customer Service Asst. Manager	250.00
Martha R. Justice, Administrative Services Officer 4	250.00

- Item #5: Appeal of Medical Disqualification by Brett Bjork, Police Officer Trainee
- Item #6: Review - Order Granting Motion to Dismiss – Marc Hicks, Fire/Dismissal (Deferred from July 14, 2005)
- Item #7: Review of Initial Order – James Ballentine, Water Services /30 Days Suspension & Full Demotion (Deferred from August 9, 2005)
- Item#8: Review of Initial Order Linda Washington, Sheriff’s Office/Dismissal
- Item #9: Review of Initial Order Kevin Harris, Parks/5 Days Suspension
- Item#10: Review of Initial Order – Jeb Johnston, Police/10 Days Suspension
- Item #11: JOB DESCRIPTIONS
Police Lieutenant
Police Officer 1
Police Officer 2 – Field Training Officer
Police Officer 2
Police Captain
Police Sergeant
- Item #12: Request approval of Memorandum of Understanding between Nashville Police Civilian Associations and Metropolitan Government of Nashville and Davidson County.
- Item #13: Request approval of the Amendment/Revision to the Fraternal Order of Police/Memorandum Of Understanding, Article 11, Section 2, Payroll Deductions of Union Dues.
- Item #14: Communiqués from the public on pending hearings

