

**AGENDA
METROPOLITAN CIVIL SERVICE COMMISSION
MARCH 8, 2005**

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, March 8, 2005 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 **February 8, 2005** Civil Service Commission regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>CODES ADMINISTRATION</u>			
*Cantrell Jr., James B	Compliance Inspector 2	Class Change/Lateral	02/14/05

*Class change from Property Stan Inspector 1 (SR9) to Compliance Inspector 2 (SR9)

FIRE

*Spencer, Robert T.	Emergency Medical Tech 2	Disability Re-Employment	02/16/05
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*Return from Disability Pension to same classification

GENERAL SERVICES

Merrill, Michael D.	Equipment Mechanic	New Hire	02/15/05
Turner, Troy S.	Equipment Mechanic	New Hire	02/15/05
Gadsden Jr., James S	Finance Officer 2	Promotion	01/21/05

INFORMATION TECHNOLOGY SYSTEMS

Woo, James	Info Systems Analyst 1	New Hire	02/14/05
*Sabados II, Steven C.	Info Systems Division Manager	Class Change/Lateral	02/14/05
*Williams, Deborah S.	Info Systems Division Manager	Class Change/Lateral	02/15/05
*Griffey Jr., John C.	Systems Advisor 1	Class Change/Lateral	02/14/05

*Class change from System Advisor 2 (SR 14) to IS Division Manager (SR14)

*Class change from IS Manager (SR13) to System Advisor 1 (SR13)

PARKS

Crutcher, Angelia L.	Custodian 1	New Hire	02/22/05
Martin-Douglas, Brenda S.	Custodian 1	New Hire	02/07/05
Sinor, Divania S.	Custodian 1	New Hire	02/11/05
Johnson, Troy	Maintenance & Repair Leader 1	Promotion	01/21/05
Taylor II, Calvin M.	Office Support Rep 3	Promotion	01/28/05
*Gray, James A	Parks & Recreation Asst Director	Promotion/ Department Transfer	02/01/05
Hale, Dorothy E.	Parks & Recreation Supt	Promotion	02/04/05

*Department Transfer from Finance (Finance Manager, SR14) to Parks (Parks Assistant Director, SR15)

POLICE

Forte, Kenneth W.	Administrative Services Manager	New Hire	02/10/05
Latterell, Ronda E.	Human Resources Admin	New Hire	02/09/05
*Shepherd, Dennis R.	Police Officer 2	Return from Pension	02/01/05
Adkins, Nina R	Police Operations Assistant 1	New Hire	02/16/05
Upshaw, Katrice M.	Police Security Guard 1	New Hire	02/01/05

*Return from Medical Pension to same classification

PUBLIC LIBRARY

*Fleming, Richard F.	Circulation Assistant 1	Transition to Civil Service	02/14/05
Baker, Laurel A.	Library Associate 1	New Hire	02/01/05
Hynes, Deborah S.	Library Manager 2	New Hire	02/14/05

*Transition to Civil Service from part time status

PUBLIC WORKS

*Blanton Sr., Kevin W	Equipment Operator 3	Promotion/ Department Transfer	01/31/05
Darvin, Larry D.	Equipment Operator 3	Promotion	01/31/05
Doolittle, Jason K.	Equipment Operator 3	New Hire	02/14/05
Madden Jr., William R.	Equipment Operator 3	Promotion	02/14/05
Sparkman, Paul B.	Equipment Operator 3	Promotion	02/14/05
Phillips, Michael	Maintenance & Repair Leader 1	Promotion	01/31/05
Finch, James M.	Maintenance & Repair Worker 1	New Hire	01/31/05
Grant Jr., Claude P.	Maintenance & Repair Worker 1	New Hire	02/14/05
Baker, Thomas G.	Maintenance & Repair Worker 2	Promotion	02/14/05
Woods, John N.	Maintenance & Repair Worker 2	Promotion	02/14/05
Goins, Pamela J.	Office Support Rep 1	New Hire	01/31/05
Tate Jr., Dwight V.	Skilled Craft Worker 1	Promotion	01/31/05

*Department Transfer from Parks (M&R Worker 3, TG 6) to Public Works (Equipment Operator 3, TG 8)

SHERIFF

*McCoy, Michael A.	Correctional Officer 1	Voluntary Reduction In Grade	02/09/05
Barragan, Hector M	Correctional Officer 2	Promotion	02/09/05
Saad, Jason R.	Correctional Officer 2	Promotion	02/09/05

*Voluntary reduction in grade from Correctional Officer 2 (CO 2) to Correctional Officer 1 (CO1)

WATER AND SEWER

Coleman, Brice E.	Customer Service Field Rep 1	New Hire	01/31/05
Eddins, Jonathan W.	Customer Service Field Rep 1	Re-Hire	02/14/05
Griffith, Wendy D.	Customer Service Field Rep 1	New Hire	01/31/05
Vestal, Terentius A.	Customer Service Field Rep 1	New Hire	01/31/05
Jones, Roscoe L	Engineering Tech 3	Promotion	02/14/05
Lewis, Ronald R	Engineering Tech 3	Promotion	02/14/05
Richardson, Robert D	Engineering Tech 3	Promotion	02/14/05
Sullivan, Jon B	Engineering Tech 3	Promotion	01/31/05
*Brown, David M.	Equipment Operator 1	Voluntary Reduction/ Department Transfer	02/14/05

WATER AND SEWER

Alamillo, Araceli	Maintenance & Repair Worker 1	New Hire	02/14/05
Crockett, Thomas J.	Maintenance & Repair Worker 1	New Hire	02/14/05
Demonbreun, Leon	Maintenance & Repair Worker 1	New Hire	02/14/05
Wells, Lonnie L.	Maintenance & Repair Worker 1	New Hire	02/14/05
Hall, Donald E.	Water Maintenance Tech 1	New Hire	02/14/05
Mitchell, Delondo E.	Water Maintenance Tech 1	Re-Hire	02/14/05
Tate, Ray	Water Maintenance Tech 1	New Hire	02/14/05
^Douglas, Rhonda	Office Support Specialist 1	Department Transfer/Lateral	02/14/05

*Department Transfer from Public Works (Equipment Operator 1, TG5) to Water Maintenance Tech 1, TG 3)

^Department Transfer from Caring For Children to Water Services, same classification

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
An, Kun S.	Zoning Examiner	Resignation	Codes Administration	02/04/05
Perkins, Patricia A.	Emer Telecommunications Off 1	Dismissal	Emergency Communication	01/27/05
Trotter, Mark A.	Emer Telecommunications Off 1	Resignation	Emergency Communication	01/21/05
Jakes, Ernest S	Fire Engineer	Pensioned	Fire	01/31/05
Lovett, Charles R.	Human Resources Director	Pensioned	Human Resources	01/18/05
Huhta, Rhys Tony	Computer Operator 3	Resignation	Information Technology	01/27/05
Smith II, Clifton L	Park Ranger 2	Resignation	Parks	02/03/05
Jones, Steven M	Info Systems Spec	Resignation	Police	02/02/05
Benac, Chris S.	Police Officer 2	Resignation	Police	02/14/05
Meadows, Robert L.	Police Officer 2	Pensioned	Police	02/09/05
Wright, Sterlin C.	Police Officer 2	Resignation	Police	01/17/05
Farmer, Thomas W	Police Officer 3	Pensioned	Police	01/31/05
McAlister, Barbara J	Police Operations Coord 1	Pensioned	Police	02/04/05
Boguskie Jr., Emerson D.	Police Sergeant	Pensioned	Police	01/31/05
Bonacic, Nicolas A.	Circulation Assistant 1	Resignation	Public Library	02/02/05
Dipietro, Ruth L	Librarian 1	Resignation	Public Library	02/13/05
Dodson, Amy W.	Library Manager 2	Resignation	Public Library	01/17/05
Loper, Linda Sue	Library Manager 3	Resignation	Public Library	02/04/05
Smith, Deborah C.	Administrative Assistant	Deceased	Public Works	02/07/05
Clouse, Jonathan F.	Maint & Repair Worker 1	Dismissal	Public Works	01/21/05
Winfrey, Stanley Z.	Maint & Repair Worker 1	Dismissal	Public Works	01/20/05
Vandagriff, Heather H.	Safety Inspector 1	Resignation	Public Works	01/31/05
Benton, Emanuel S.	Correctional Officer 1	Resignation	Sheriff	02/08/05
Carlington, Derrick L.	Correctional Officer 1	Resignation	Sheriff	01/22/05
Davis, Christopher E.	Correctional Officer 1	Resignation	Sheriff	02/08/05
Hess, Billie S	Correctional Officer 1	Resignation	Sheriff	01/31/05
Laskin Sr., James R.	Correctional Officer 1	Dismissal	Sheriff	02/02/05
Linnear, Charlene A.	Correctional Officer 1	Resignation	Sheriff	01/17/05
McClean, Larry L.	Correctional Officer 1	Dismissal	Sheriff	02/08/05
Weaver, Casey W.	Correctional Officer 1	Resignation	Sheriff	02/08/05
Wright Jr., Tyrus R.	Correctional Officer 1	Resignation	Sheriff	02/02/05
Hill, Brandy Yvonne	Homemaker	Resignation	Social Services	02/09/05
Garton, Harley D.	Customer Service Field Rep 1	Deceased	Water Services	02/01/05
Ewin, David J.	Industrial Mechanic 1	Pensioned	Water Services	02/03/05
Presley, Janet E	Office Support Rep 3	Pensioned	Water Services	01/29/05

(D) ELIGIBILITY REGISTER REPORT

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Equipment Mechanic	Open	General Services
Human Resource Assistant Director	Metro	Human Resources
Office Sup Rep 3 - Technical	Open	Library
Maintenance & Repair Worker 2-Structures	Dept	Parks
Parks & Rec Super-Cultutal	Open	Parks
Admin Services Manager - Records Manager	Open	Police
HR Administrator - Police	Open	Police
Admin Services Officer 3 - Sports	Open	Sports Authority
Environmental Compliance Off icer2	Open	Water Services
Engineering Tech 1 - Design	Dept	Water Services
Engineering Tech 3 - Const	Dept	Water Services
Tech Service Coordinator	Dept	Water Services

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
10/16/03	Zoning Examiner	19	Open
07/21/04	Administrative Service Manager	55	Open
01/07/03	Library Manager 1	13	Open
11/26/02	Maintenance & Repair Worker 2-Golf	03	Dept
01/23/04	Park Ranger 1	142	Open
04/28/03	Information Systems Spec	02	Dept
03/28/02	Maintenance& Repair Leader 1-Streets	03	Dept
09/03/03	Customer Service Field Rep 3	02	Dept
07/30/03	Treatment Plant Manager	02	Dept

DEPARTMENTAL ITEMS

WATER SERVICES

- Item #1: Scott Potter, Director, requests approval to Hire/Transition former Thermal Plant employees from Emergency Status to Above Base pay for the following:
- a. Terry Dye, Treatment Plant Tech I, Step 5, effective March 14, 2005. (TG08)
 - b. Ralph Jenkins, Stores Supervisor, Step 10, effective March 14, 2005 (SR08)

HUMAN RESOURCES

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

- Item #2: Report of Approved Layoff Plan as submitted by Gerri Robinson, Director of Social Services (Information Only)

Item #3: Review of Initial Order – Donald Underwood, Office of Fleet Management/Dismissal

Item #4: Review of Initial Order - William Reed, Police/1 Day Suspension

Item #5: JOB DESCRIPTIONS

Library Page

Water Maintenance Technician 1, 2, 3

Item #6: Communiqués from the public on pending hearings

