

AGENDA

METROPOLITAN CIVIL SERVICE COMMISSION

APRIL 12, 2005

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, April 12, 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 **March 8, 2005** Civil Service Commission regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>EMERGENCY COMMUNICATIONS CENTER</u>			
Beech, Lashonda S.	Emer Telecommunications Officer 1	New Hire	03/21/05
Dalton, Danny L.	Emer Telecommunications Officer 1	New Hire	03/21/05
Gower, Jennifer M.	Emer Telecommunications Officer 1	New Hire	03/21/05
Jefferson, Angela L.	Emer Telecommunications Officer 1	New Hire	03/21/05
Lopez, Tabitha D.	Emer Telecommunications Officer 1	New Hire	03/21/05
McGuire, Leandra D.	Emer Telecommunications Officer 1	New Hire	03/21/05
Riggs, Zane W.	Emer Telecommunications Officer 1	New Hire	03/21/05
Savage III, Earl M.	Emer Telecommunications Officer 1	New Hire	03/21/05
Stagnitto, Kimberly D.	Emer Telecommunications Officer 1	New Hire	03/21/05
Stem, Kelsey L.	Emer Telecommunications Officer 1	New Hire	03/21/05
Whitesell, Stephanie N.	Emer Telecommunications Officer 1	New Hire	03/21/05

FINANCE

*Marable, Kimberly Elizabeth	Finance Officer 2	Department Transfer/ Transition to CS	03/07/05
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*Department Transfer from NCAC (Non-CS) to Finance

FIRE

*Baird, Adam B.	Fire Fighter 1	Class Change	03/01/05
*Beiszer, Stephen	Fire Fighter 1	Class Change	03/01/05
*Boatman, Michael S.	Fire Fighter 1	Class Change	03/01/05
*Breedlove, Joseph K.	Fire Fighter 1	Class Change	03/01/05
*Cannon, Cassandra L.	Fire Fighter 1	Class Change	03/01/05
*Cisneros Jr., Herman L.	Fire Fighter 1	Class Change	03/01/05
*Copeland, Jason A.	Fire Fighter 1	Class Change	03/01/05
*Cosgrove, Sean E.	Fire Fighter 1	Class Change	03/01/05
*Dashiell, Margarette Ann	Fire Fighter 1	Class Change	03/01/05
*Diehl, Brian S.	Fire Fighter 1	Class Change	03/01/05
*Dragan, Jeffrey S.	Fire Fighter 1	Class Change	03/01/05
*Fink, Lisa M.	Fire Fighter 1	Class Change	03/01/05
*Gardner, Gregory A.	Fire Fighter 1	Class Change	03/01/05
*Granberry, Donald N.	Fire Fighter 1	Class Change	03/01/05
*Holt, Jermaine L.	Fire Fighter 1	Class Change	03/01/05
*Hooks, John A.	Fire Fighter 1	Class Change	03/01/05
*Irvin, Rahsaan A.	Fire Fighter 1	Class Change	03/01/05

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>FIRE</u>			
*Jackson, Brian A.	Fire Fighter 1	Class Change	03/01/05
*Jefferies IV, Moses	Fire Fighter 1	Class Change	03/01/05
*Jones, David B.	Fire Fighter 1	Class Change	03/01/05
*Lawson, Ronald S.	Fire Fighter 1	Class Change	03/01/05
*Malone, Michael B.	Fire Fighter 1	Class Change	03/01/05
*Mathes, Timothy	Fire Fighter 1	Class Change	03/01/05
*Murrell, Florez A.	Fire Fighter 1	Class Change	03/01/05
*Neal, Robert A.	Fire Fighter 1	Class Change	03/01/05
*Palmer, Wallace B.	Fire Fighter 1	Class Change	03/01/05
*Phillips, Derek A.	Fire Fighter 1	Class Change	03/01/05
*Reeder, Daniel E.	Fire Fighter 1	Class Change	03/01/05
*Rhodes Sr., Clevelt	Fire Fighter 1	Class Change	03/01/05
*Roque, Antonio	Fire Fighter 1	Class Change	03/01/05
*Saucedo, Ed C.	Fire Fighter 1	Class Change	03/01/05
*Scraggins III, Abraham	Fire Fighter 1	Class Change	03/01/05
*Smith, Timothy G	Fire Fighter 1	Class Change	03/01/05
*Srilouangkhol, Somsack	Fire Fighter 1	Class Change	03/01/05
*Steele, Rasheem R.	Fire Fighter 1	Class Change	03/01/05
*Stuart, Sherman A.	Fire Fighter 1	Class Change	03/01/05
*Swett, Constance J	Fire Fighter 1	Class Change	03/01/05
*Tant, Jason L.	Fire Fighter 1	Class Change	03/01/05
*Vallejo, Robert Z	Fire Fighter 1	Class Change	03/01/05
*Williams, Prescious L.	Fire Fighter 1	Class Change	03/01/05
*Williams, Simeon E.	Fire Fighter 1	Class Change	03/01/05
*Zarate, Carlos P.	Fire Fighter 1	Class Change	03/01/05
^Taylor, Ricky C.	Fire Fighter 2	Class Change	03/16/05
Barber, Phillip D	Fire Marshal-Assistant	Promotion	03/16/05
Hunter, Robert M.	Fire Marshal-Assistant	Promotion	03/16/05
Holt, Ronald D	Fire Marshal-Deputy	Promotion	03/16/05
**Bratcher, John A.	Paramedic 1	Class Change	03/01/05

*Class change from Fire Recruit (PS 2) to Fire Fighter 1 (PS 3)

^Class change from Fire Fighter 1 (PS 3) to Fire Fighter 2 (PS 4)

**Class change from EMT 1 (PS 3) to Paramedic (PS 4), Received License

GENERAL SERVICES

*Haines, Stephen D.	Equipment Operator 1	Class Change/Lateral	03/01/05
*Hodges, Dwayne A	Equipment Operator 1	Class Change/Lateral	03/01/05
*Mendez, Cesar A.	Equipment Operator 1	Class Change/Lateral	03/01/05
*Thompson, George W.	Equipment Operator 1	Class Change/Lateral	03/01/05
Schnakenberg, Donald	Equipment Shop Supervisor	Promotion	03/14/05

*Class change from Equipment Servicer (TG 5) to Equipment Operator 1 (TG 5)

HUMAN RESOURCES

*Holland, Lannie B.	Human Resources Asst Director	Department Transfer/ Promotion	03/21/05
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*Department Transfer from Finance (Finance Manager, SR14) to Human Resources (HR Assistant Director, SR 15)

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>INFORMATION TECHNOLOGY</u>			
Searcy, Roger M.	Computer Operator 3	Promotion	03/14/05
<u>PARKS</u>			
Thompson Jr., Michael W	Maintenance & Repair Worker 3	Promotion	02/18/05
Ochoa Jr., Jose O.	Parks & Recreation Supt	New Hire	03/11/05
*Reid, Kevin E	Recreation Leader	Transition to Civil Service	02/25/05
*Transition to CS from Part-Time Status			
<u>POLICE</u>			
Davenport, David L.	Communications Tech 2	Re-Hire	03/16/05
*Bossing, Janice K.	Finance Manager	Transition to Civil Service	03/16/05
Cater, Clarissa A.	Police Operations Coordinator 1	Promotion	03/16/05
Osterhoudt, Shelly F.	Police Operations Coordinator 1	Promotion	03/16/05
*Transition to CS from Emergency Status			
<u>PUBLIC LIBRARY</u>			
Bain, Sherri Lynne	Librarian 2	Promotion	03/14/05
Piper, Karen K.	Librarian 2	Promotion	03/14/05
*Lanier, Marsha A.	Library Associate 1	Transition to Civil Service	02/28/05
Jones, David M.	Office Support Rep 3	Promotion	02/28/05
*Transition to CS from Part-Time Status			
<u>PUBLIC WORKS</u>			
Thompson, Steve F.	Equipment Operator 3	Re-Hire	03/14/05
Armstrong, Joshua S.	Maintenance & Repair Worker 1	New Hire	03/14/05
Bizwell, John E.	Maintenance & Repair Worker 1	New Hire	02/28/05
Rector, Mikal T.	Maintenance & Repair Worker 1	New Hire	02/28/05
<u>SHERIFF</u>			
Allgood, Christopher D.	Correctional Officer 1	New Hire	03/21/05
Barnett, Marcus J.	Correctional Officer 1	New Hire	03/21/05
Bryant, Wayne C.	Correctional Officer 1	New Hire	03/21/05
Chesser, Tanya Y.	Correctional Officer 1	New Hire	03/21/05
Cornish Jr., Jerome	Correctional Officer 1	New Hire	03/21/05
Davey, Christopher L.	Correctional Officer 1	New Hire	03/21/05
Duncan, Allison A.	Correctional Officer 1	Re-Hire	03/21/05
Evans, Rhonda J.	Correctional Officer 1	New Hire	03/21/05
Ford, Warren J.	Correctional Officer 1	New Hire	03/21/05
Franklin III, Thomas D.	Correctional Officer 1	New Hire	03/21/05

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>SHERIFF</u>			
Freeman, Joseph P.	Correctional Officer 1	New Hire	03/21/05
Harris, Ira O.	Correctional Officer 1	New Hire	03/21/05
Jackson, Fredilia J.	Correctional Officer 1	New Hire	03/21/05
Laird, Sylvia D	Correctional Officer 1	Promotion	03/20/05
Leon, Noel P.	Correctional Officer 1	Re-Hire	03/21/05
Long, Amos T.	Correctional Officer 1	New Hire	03/21/05
Martin, Robert W.	Correctional Officer 1	New Hire	03/21/05
Murphy, Michael F.	Correctional Officer 1	New Hire	03/21/05
Robinson, Walton H.	Correctional Officer 1	Re-Hire	03/21/05
Sarmiento, Daniel S.	Correctional Officer 1	New Hire	03/21/05
Savarino, Joseph	Correctional Officer 1	New Hire	03/21/05
Searcy II, James T.	Office Support Rep 2	Re-Hire	03/07/05
Searcy II, James T.	Correctional Officer 1	Promotion	03/21/05
Short, Justin R.	Correctional Officer 1	New Hire	03/21/05
Stagg, Joshua J.	Correctional Officer 1	New Hire	03/21/05
Stauffenberg, Michael A.	Correctional Officer 1	New Hire	03/21/05
Valenzuela, Sergio O.	Correctional Officer 1	New Hire	03/21/05
Whitehead, Alicia M	Correctional Officer 1	Re-Hire	03/22/05

WATER SERVICES

McCullough, Kevin L.	Engineer In Training	New Hire	03/28/05
Ferrell, Nathan S.	Industrial Electrician 1	New Hire	03/28/05
McKissack, Barbara F	Office Support Spec 2	Promotion	03/14/05
Thomas, Fred E	Technical Services Coordinator	Promotion	02/28/05
Dunn, David O.	Water Maintenance Tech 1	New Hire	03/14/05
Pipkin, Jamieo T.	Water Maintenance Tech 1	New Hire	03/14/05

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Purser, Courtney S.	Office Support Rep 3	Dismissal	Beer Board	03/10/05
Beach, Ruth M.	Office Support Rep 3	Resignation	Caring For Children	02/25/05
Baldwin, Lakesha L.	Program Spec 3	Resignation	Caring For Children	03/18/05
Brownlee, Allysen A	Program Spec 3	Resignation	Caring For Children	03/16/05
Cathey, Mylica Y.	Program Spec 3	Resignation	Caring For Children	02/18/05
Williams, Christopher N	Program Spec 3	Resignation	Caring For Children	02/17/05
Jones, Sharon M	Program Supv	Resignation	Caring For Children	03/25/05
Pendleton, Tyra D.	Emer Telecommunications Off 1	Resignation	Emergency Communicat	03/22/05
Stipe, David L.	Emer Telecommunications Off 1	Resignation	Emergency Communicat	03/16/05
Trotter, Mark A.	Emer Telecommunications Off 1	Resignation	Emergency Communicat	02/17/05
McNally, Michael W	Emerge Medical Tech 2	Deceased	Fire	03/24/05
Reason over, Lewis R.	Firefighter 3	Pensioned	Fire	03/22/05
Wright, Lynn	Office Support Spec 2	Resignation	General Services	03/04/05
Rachel, Janet C.	Administrative Services Mgr	Resignation	Human Relations Comm	03/07/05
Pierce, Roxanna S.	Human Resources Analyst 1	Resignation	Human Resources	03/22/05
Tapscott, John W.	Info Systems Manager	Resignation	Information Technolo	03/11/05
Harbsmeier, David M.	Program Spec 2	Resignation	Information Technolo	03/25/05
Allen, Gary E	Maint & Repair Worker 2	Dismissal	Parks	03/04/05

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Dixon, Shauna	Police Officer 2	Resignation	Police	02/18/05
Hill, Brenda D.	Police Officer 2	Pensioned	Police	03/07/05
Vivrette, Kristina C.	Police Officer 2	Resignation	Police	03/23/05
Roberts, Lewis S.	Police Officer 2-Fld Trng Ofcr	Pensioned	Police	03/07/05
Pace, Richard W.	Police Officer 3	Pensioned	Police	03/10/05
McDaniels, Kennetha D.	Police Security Guard 1	Resignation	Police	02/19/05
Gilleland, Kim Christine	Police Sergeant	Resignation	Police	03/18/05
Veile, David H.	Police Sergeant	Resignation	Police	02/18/05
Shelton, Darlene M.	Circulation Assistant 1	Resignation	Public Library	03/04/05
Flick, Jerry D.	Custodian 1	Resignation	Public Library	02/18/05
Defelice, Jaclin D.	Library Associate 1	Resignation	Public Library	02/23/05
Dickson, Andrew J.	Library Associate 1	Resignation	Public Library	02/28/05
Head, Carolyn S	Library Manager 3	Resignation	Public Library	02/26/05
Lakin, Danielle P.	Office Support Rep 2	Resignation	Public Library	02/23/05
Moore, Christopher J.	CAD/GIS Analyst 2	Resignation	Public Works	03/25/05
Lockwood, Amy M.	Engineer In Training	Resignation	Public Works	03/17/05
Buice, Tommy L	Equipment Operator 3	Resignation	Public Works	02/18/05
Williamson, Jeremiah J.	Sanitation Worker	Resignation	Public Works	02/16/05
Anderson, Walter C.	Correctional Officer 1	Resignation	Sheriff	03/24/05
Ashmead, Robert B.	Correctional Officer 1	Dismissal	Sheriff	03/16/05
Cawthon, Fredrick D.	Correctional Officer 1	Resignation	Sheriff	02/16/05
Ewing, James C.	Correctional Officer 1	Resignation	Sheriff	03/07/05
Hiett, Robby W.	Correctional Officer 1	Resignation	Sheriff	03/19/05
McWilliams, Barbara A.	Correctional Officer 1	Resignation	Sheriff	03/15/05
Walker, Kent L.	Correctional Officer 1	Resignation	Sheriff	03/24/05
Turner, Kelley D	Finance Officer 3	Resignation	Water Services	03/18/05
Davis, Larry G	System Services Asst Mgr	Pensioned	Water Services	02/17/05
Ballentine, James E	Water Maint Tech 1	Resignation	Water Services	03/16/05

(D) ELIGIBILITY REGISTER REPORT

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Zoning Examiner	Open	Codes
Finance Officer 2	Open	Finance
Administrative Services Officer 4 - Vehicle	Dept	General Services
Equipment Shop Supervisor	Metro	General Services
Equipment Shop Supervisor - Nights	Open	General Services
Special Projects Manager - General Services	Dept	General Services
Computer Operator 3	Dept	ITS
Info Systems Spec - San/Server	Dept	ITS
Equipment Operator 1 - Delivery	Open	Library
Administrative Services Officer 4 - Green Ways	Open	Parks
Carpenter 2	Dept	Parks
Sports Supervisor	Dept	Parks
Administrative Services Officer 3 - Helicopter Pilot	Open	Police
Communications Tech 2 - Police	Open	Police
Police Ops Coordinator 1 - Chief's Office	Dept	Police
Equipment Operator 2 - PW	Dept	Public Works
Office Sup Spec 2 - Waste Management	Dept	Public Works
Environmental Comp Officer 1 - Lab	Dept	Water Service
Industrial Electrician 1	Open	Water Service
Office Support Spec 2 - System Services	Dept	Water Service
Water Main Tech 2 - System Services	Dept	Water Service
Water Main Tech 3 - System Services	Dept	Water Service

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
11/19/2003	Electrical Inspector 1	16	Open
07/25/2003	Office Support Rep 2 - System Services	86	Open

DEPARTMENTAL ITEMS

EMERGENCY COMMUNICATIONS CENTER

- Item #1: Ms. RoxAnn Brown, Director, requests approval for the following:
- a. Bonus Plan for Metro Emergency Communications Center.
 - b. Employee Increment Advances

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>FROM STEP/AMOUNT</u>	<u>TO STEP/AMOUNT</u>
<u>Effective December 1, 2004</u>			
Jennifer Rocchetti	Emerg. Telecommunicator 1	SR06/Step01 \$25,407	Step03 \$27,101
<u>Effective December 17, 2004</u>			
Denise Grant	Emerg. Telecommunicator 1	SR06/Step01 \$25,407	Step03 \$27,101
Nichelle Hendkling	Emerg. Telecommunicator 1	SR06/Step01 \$25,407	Step03 \$27,101
William Alexander	Emerg. Telecommunicator 1	SR06/Step01 \$25,407	Step03 \$27,101
<u>Effective February 17, 2005</u>			
Erica Lamm	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Kristin Mullen	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
James Stricklin	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Alisha Summers	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Kathryn Titus	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
<u>Effective April 1, 2005</u>			
George Allen	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Linda Binkley	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Bonnie Bloss	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Lorenzo Clark	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Brian Crabtree	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Tabitha Snider	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
LaToya Taylor	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101
Joy Williams	Emerg. Telecomm. Officer 1	SR06/Step01 \$25,407	Step03 \$27,101

JUVENILE COURT

Item #2: Judge Betty Adams-Green requests approval of an Increment Advance for Amanda Rolle, Program Manager 1, Step 2 to Step 4, effective April 16, 2005.

METRO SPORTS AUTHORITY

Item #3: Mr. Walter Overton, Executive Director, requests approval to Hire Above Base Monica Clayton, Administrative Services Officer 3, at Step 3, effective April 15, 2005.

HUMAN RESOURCES

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

Item #4: Proposed Civil Service policy 3.13 B – Disability Re-employment, Calculation of pay rate

Item #5: Request to approve Open Range pay for all Professional and Technical Classes within General Services Department that are SR8 and higher:

Current Classes:

Administrative Services Officer 2 & 3
Communication Analyst 1 & 2
Compliance Inspector 2 & 3
Customer Service Supervisor
Finance Officer 1 & 2
Parts Supervisor
Photographer
Professional Specialist
Technical Specialist 1

Item #6: Review of Order to Dismiss Appeal – Jovan Firoul, Public Works/Dismissal, Pursuant to Settlement Agreement between all parties

Item #7: Review of Order to Dismiss Appeal - Jeffrey Emmons, Sheriff/Dismissal

Item #8: Review of Order to Dismiss Appeal - Mitchell Ferguson, Police/Dismissal

Item #9: Petition for Reconsideration of Final Order - William Reed, Police/1 Day Suspension

Item #10: **JOB DESCRIPTIONS**

Equipment Inventory Assistant 1 & 2
Emergency Telecommunication Officer 4
Emergency Telecommunication Manager
Emergency Medical Technician 1, 2 & 3
Paramedic 1, 2 & 3

Item #11: Communiqués from the public on pending hearings