

**AGENDA
METROPOLITAN CIVIL SERVICE COMMISSION**

JUNE 14, 2005

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, June 14, 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 **May 10, 2005** Civil Service Commission regular meeting. Special Called Meeting minutes of May 26 and June 1, 2005.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>BEER BOARD</u>			
*Winfrey, Rita A.	Office Support Rep 3	Depart Transfer/ Transition – Civil Service	05/16/05

*Department Transfer from NCAC (Account Clerk 2) to Beer Board (Office Support Rep 3, SR 6)

FIRE

*Barnes, Kenneth D	Fire Inspector 2	Class Change	04/16/05
Warman, Wilbur D	Fire Training Officer	Promotion	05/01/05
^Lee, Johanna C.	Paramedic 1	Class Change	05/01/05

*Class Change from Fire Inspector 1 (PS 4) to Fire Inspector 2 (PS 5)

^Class Change from EMT 1 (PS 3) to Paramedic 1 (PS 4)

GENERAL SERVICES

Swigart, James L.	Equip Mechanic	New Hire	05/23/05
Stafford, Daryl R	Systems Advisor 1	Promotion	05/09/05
*Pratt, Larry G	Technical Specialist 1	Class Change/Lateral	05/09/05
Yancey Jr. Charles	Administrative Services Manager	Promotion	05/23/05

*Class Change from Print Shop Supervisor (TS11) to Technical Specialist 1 (SR 11)

HUMAN RELATIONS

Sims-Saldana, Shirley E.	Administrative Services Manager	New Hire	05/02/05
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INFORMATION SYSTEMS TECHNOLOGY

Kennedy, Brian J.	Info Systems Analyst 2	New Hire	05/23/05
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JUVENILE COURT

*Jones Jr., Ernest R.	Warrant Officer	Depart Transfer/ Transition – Civil Service	05/02/05
^Jurkovic, Christine M.	Warrant Officer	Transition - Civil Service	04/25/05

*Department Transfer from State Trial Courts (Case Officer 2) to Juvenile Court (Warrant Officer, SR 8)

^Transition to CS status from Non-CS status

LEGAL

Perigo, Leigh A.	Legal Secretary 1	New Hire	05/01/05
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PARKS

Fitzgerald, Curtis W.	Maintenance & Repair Worker 1	Re-Hire	05/31/05
Webb, Kevin D.	Maintenance & Repair Worker 1	New Hire	05/27/05
*Williams, Scott L.	Maintenance & Repair Worker 1	Transition - Civil Service	05/27/05
Grantham, Charles L.	Maintenance & Repair Worker 2	Promotion	05/13/05
Harmon, Randy L.	Maintenance & Repair Worker 3	Promotion	05/13/05
Williams, Alvie W	Maintenance & Repair Worker 3	Re-Employment	05/06/05
Bays, Michael L.	Parks & Recreation Assistant Director	Promotion	05/20/05
^Gooch, Michael L.	Recreation Leader	Transition - Civil Service	05/27/05
^Wiseman, Michael E.	Recreation Leader	Transition - Civil Service	05/27/05
Floyd, Thomas C	Sports Supervisor	Promotion	04/22/05

*Transition to Civil Service status from Seasonal status, same classification

^Transition to Civil Service status from Part Time status, same classification

POLICE

Adams, Richard E.	Administrative Services Officer 3	New Hire	04/16/05
Hurst, Scott T.	Administrative Services Officer 3	New Hire	04/16/05
Reaves, David	Administrative Services Officer 3	New Hire	04/16/05
*Herndon, Colleen Marie	Info Systems Specialist	Department Transfer/ Promotion	05/01/05
McConkey, Warren G.	Police Lieutenant	Promotion	05/16/05
^McClain, Evita L.	Police Operations Asst 1	Department Transfer/ Transition – Civil Service	05/16/05
**Mitchell, Martia E.	Police Operations Asst 1	Department Transfer/ Transition – Civil Service	05/16/05
Vitualla, Benedict C.	Police Operations Asst 1	New Hire	05/16/05
Beddoe, Jason Eric	Police Sergeant	Promotion	05/16/05
Johnson, William L.	Police Sergeant	Promotion	05/16/05
Nicholson, John J.	Police Sergeant	Promotion	05/16/05
Odom, Geoffrey P.	Police Sergeant	Promotion	05/16/05
Towers, V Joseph A.	Police Sergeant	Promotion	05/16/05
Warner, Christopher G.	Police Sergeant	Promotion	05/16/05
^Morley, Matthew D.	Research Analyst 2	Department Transfer/ Transition – Civil Service	05/16/05

*Department Transfer from Human Resources (HR Analyst 2, SR 10) to Police (IS Specialist, SR 12)

^Department Transfer from Mac (Teacher's Asst) to Police (Police Ops Assistant 1, SR 4)

**Department Transfer from Library (Library Page, SR 2) to Police (Police Ops Assistant 1, SR 4)

^^Department Transfer from Criminal Justice Planning Unit (IS Specialist, SR 12) to Police (Research Analyst 2, SR12)

PUBLIC LIBRARY

Brown, Elizabeth C.	Librarian 1	Promotion	05/09/05
*Okpara, Ibiba M.	Librarian 1	Transition - Civil Service	05/23/05
Cornelisen, Wendy A.	Library Assoc 1	Promotion	05/09/05
Williams, Deanza	Library Mgr 1	Promotion	05/09/05

*Transition to Civil Service status from Part Time status, same classification

PUBLIC WORKS

*Chapman Jr., Jerry L.	Customer Services Field Rep 1	Re-Classification	05/09/05
Chumley, Robert J.	Customer Services Field Rep 1	New Hire	05/09/05
^Prichard, Jackie E.	Customer Services Field Rep 1	Re-Classification	05/09/05
*Brooksher Jr., Ernie	Customer Services Field Rep 1	Re-Classification	05/09/05
*Lewis, Stephen G.	Customer Services Field Rep 1	Re-Classification	05/09/05
*Sharpley, Tyrus	Customer Services Field Rep 1	Re-Classification	05/09/05
Ribaudo-Waidler, Michael L.	Equipment Operator 2	Promotion	05/23/05
**Simmons, David L.	Equipment Operator 3	Class Change/Lateral	04/25/05
Smith, Brian M.	Equipment Operator 3	New Hire	05/23/05
^Smith, Jenna E	Contract Administrator	Department Transfer/ Lateral	05/16/05
Benton, Eric M.	Maintenance & Repair Worker 1	New Hire	05/09/05
Lawson, Russell D.	Maintenance & Repair Worker 1	New Hire	05/23/05
McElhiney, Shawn K.	Maintenance & Repair Worker 1	New Hire	05/02/05
Pritchett, Keith D.	Maintenance & Repair Worker 1	New Hire	05/09/05
Ghee, Kimberly J	Office Support Spec 2	Promotion	05/09/05
Wright, Jonathan R.	Sanitation Leader	Promotion	04/25/05

*Re-Classification Due to position audit, Civil Service policy 5.6 D-I, Office Support Rep 2 (SR 5) to a Customer Services Field Rep 1 (SR 5)

^Re-Classification due to a position audit, Civil Service policy 5.6 D-I, M&R Worker (TG 3) to Customer Services Field Rep 1 (SR 5)

**Class Change from Sanitation Leader, TI 6 to a Equipment Operator 3, TG 8

^Department Transfer from Human Resources (HR Manager, SR 14) to Public Works (Contract Adm, SR 14)

SHERIFF

Hackett, Lance A.	Correctional Officer 1	Re-Hire	05/31/05
Lee, James M.	Correctional Officer 2	Promotion	04/24/05
Bozarth III, Charles	Correctional Officer Sergeant	Promotion	05/01/05

SOCIAL SERVICES

*Campbell, Bonnie B.	Administrative Assistant	Department Transfer	05/02/05
Gregory, Dinah L.	Special Projects Manager	Promotion	05/02/05
Pratt, Helen Renee	Special Projects Manager	Re-Hire	05/16/05

*Department Transfer from Caring For Children to Social Services, same classification

WATER SERVICES

Bradshaw, Timothy W.	Customer Service Field Rep 1	New Hire	05/09/05
Butler, Darrell E.	Customer Service Field Rep 1	New Hire	05/23/05
Johnson, Justin T.	Customer Service Field Rep 1	New Hire	05/23/05
Jones, David E.	Customer Service Field Rep 1	New Hire	05/09/05
Halford, Brian D.	Engineer In Training	New Hire	05/23/05
Daman, Derek Dawn	Environmental Compliance Officer	Promotion	04/25/05
Bourland, David H	Equipment Operator 3	Promotion	04/18/05
*Kennedy, John P.	Human Resources Assistant Director	Depart Transfer/Lateral	05/02/05
^McKibben, Darryl L	Maintenance & Repair Leader 1	Return from IOD Pension	05/09/05
Nunley, Steven A.	Technical Specialist 2	Promotion	04/25/05
Lee, Cedric E	Treatment Plant Shift Operator	Promotion	04/25/05
Shrum, Timothy W.	Water Maintenance Leader 2	Promotion	04/25/05

*Department Transfer from Human Resources to Water, same classification

^Return from IOD Pension to same classification

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Ferguson, Deniece L.	Program Spec 3	Resignation	Caring For Children	04/29/05
Jones, Sandra L	Program Spec 3	Resignation	Caring For Children	05/16/05
Winters, Angela A.	Program Spec 3	Resignation	Caring For Children	04/18/05
Bloss, Bonnie L.	Emer Telecommunications Off 1	Resignation	Emergency Comm	05/09/05
Hendking, Nichelle	Emer Telecommunications Off 2	Resignation	Emergency Comm	04/17/05
Jefferson, Angela L.	Emer Telecommunications Off 1	Dismissal	Emergency Comm	05/06/05
Musgrave, Shannon L.	Emer Telecommunications Off 4	Resignation	Emergency Comm	05/19/05
Stem, Kelsey L.	Emer Telecommunications Off 1	Dismissal	Emergency Comm	04/29/05
Barnes, William N	Fire District Chief	Deceased	Fire	05/11/05
Ruskin, Donald W	Firefighter 3	Pensioned	Fire	05/12/05
Carpenter, Robert W.	Info Systems Manager	Resignation	Info Technology	04/29/05
Greenewoud, Teunis	Info Systems Analyst 1	Resignation	Info Technology	05/16/05
Johns, James D.	Info Systems Analyst 1	Resignation	Info Technology	04/29/05
Anderson, Lawrence O	Info Systems Analyst 1	Pensioned	Juvenile Court	05/06/05
Carton, Joseph J.	Maintenance & Repair Worker 2	Resignation	Parks	05/18/05
Hathaway, Christopher	Recreation Leader	Resignation	Parks	05/02/05
Hill, Wayne G	Specialized Skills Supervisor	Pensioned	Parks	05/03/05
Barnett, Michael King	Police Security Guard 1	Resignation	Police	05/15/05
Barrera, David L	Police Officer 2	Resignation	Police	04/18/05
Boguskie Jr., Emerson D.	Police Sergeant	Pensioned	Police	05/04/05
Dyer, Virginia Y	Office Support Spec 2	Resignation	Police	05/06/05
Fox, David P.	Police Operations Assistant 3	Resignation	Police	04/22/05
Foxall, Sarah J	Police Operations Coordinator 1	Pensioned	Police	05/04/05
Gayhart III, Kelly	Police Officer 2	Resignation	Police	04/20/05
Hunley, Carol A	Administrative Assistant	Pensioned	Police	05/13/05
Mayes, Veronica Y	Police Operations Coordinator 1	Pensioned	Police	05/15/05
Oldham, Kristofer R.	Police Officer 2	Resignation	Police	05/15/05
Rawls, Christopher F.	Police Officer 2	Resignation	Police	05/15/05
Spain, Charles R.	Police Lieutenant	Pensioned	Police	05/10/05
Stone, Johnnie R	Police Operations Assistant 3	Resignation	Police	04/25/05
Wheeler, Nathaniel L.	Police Security Guard 1	Resignation	Police	05/03/05
White III, Robert W.	Police Captain	Resignation	Police	04/27/05
Nabours, Amy V.	Library Associate 1	Resignation	Public Library	05/13/05
Deardorff, Terrence W.	Equipment Operator 3	Pensioned	Public Works	04/28/05
Golden, Darrell L.	Maintenance & Repair Worker 1	Resignation	Public Works	04/22/05
Musick, Christopher A.	Maintenance & Repair Worker 1	Resignation	Public Works	04/25/05
Thompson, Steve F.	Equipment Operator 3	Resignation	Public Works	05/03/05
Parks, Kirsten L.	Correctional Officer 1	Resignation	Sheriff	04/18/05
Parrish, Angela L.	Correctional Officer 1	Resignation	Sheriff	05/19/05
Williams, Dennis E	Social Worker 1	Resignation	Social Services	05/20/05
Griffith, Wendy D.	Customer Service Field Rep 1	Dismissal	Water Services	04/20/05
Johnson, Deborah L.	Service Rep 1	Resignation	Water Services	05/04/05
Waller, Jerry D	Maintenance & Repair Leader 1	Pensioned	Water Services	05/09/05

**(D) ELIGIBILITY REGISTER REPORT-
ESTABLISHED**

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Office Support Rep 3	Open	Beer Board
Fire Captain - Suppression	Dept	Fire
Fire Inspector 1	Dept	Fire
Administrative Services Manager - ADA	Dept	General Services
Systems Advisor 1-Security	Dept	General Services

(D) ELIGIBILITY REGISTER REPORT

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Technical Specialist 1- Build Ops	Dept	General Services
Technical Specialist 2- Build Ops	Dept	General Services
Administrative Services Manager- Human Relations	Open	Human Relations
Maintenance & Repair Worker 2 - Golf	Dept	Parks
Parks Assistant Director - Maintenance	Dept	Parks
Office Support Manager- Vehicle Impound	Dept	Police
Research Analyst 2	Open	Police
Maintenance & Repair Leader 1 - Streets	Dept	Public Works
Maintenance & Repair Worker 1-Signs	Dept	Public Works
Spec Projects Manager - Adm	Open	Social Services
Spec Projects Manager - Planning	Open	Social Services
Applications Tech 1- Lobby	Dept	Water Service
Applications Tech 1- Billing	Dept	Water Service
Applications Tech 1- Permits	Dept	Water Service
Applications Tech 1- Phones	Dept	Water Service
Customer Services Field Rep 3	Dept	Water Service
Engineer 3 - Plans Review	Dept	Water Service
Environmental Comp Officer 3	Dept	Water Service
Equipment Operator 3 - System Services	Dept	Water Service
Technical Spec 1- GIS/Records	Dept	Water Service
Technical Spec 2 - Construction	Dept	Water Service
Technical Spec 2 - Design	Dept	Water Service
Treatment Plant Shift Op - Whites Creek	Dept	Water Service

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
11/02/2004	Office Support Rep 3	78	Open
11/10/2004	Program Spec 2 - Video	27	Open
08/20/2003	Special Skills Inst - Theatre	15	Open
06/24/2004	Museum Specialist 2	17	Open
04/11/2003	Police Operations Coordinator 1	33	Open
06/02/2003	CAD/GIS Analyst 2	7	Open
09/13/2004	Equipment Operator 1	3	Dept

DEPARTMENTAL ITEMS**PUBLIC LIBRARY**

Item #1: Ms. Donna Nicely, Director, requests approval for a Leave from Civil Service for Andrew Thompson, Library Associate I, from April 16, 2005 to April 15, 2006.

HUMAN RESOURCES

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

Item #2 Report of Social Services Layoff Plan approved by the Human Resources Director
(Information Only)

- Item #3: Request from Emergency Communications Center employees (represented by SEIU) to review decision by HR Director - Dot Berry, to determine if complaint is Grievable Civil Service Policy 5.6 B I (Upgrades for Targeted Classifications)
(Deferred from May 10, 2005 meeting)
- Item #4: Request Approval of Employee Awards and Bonus Plan for Metro Public Works
- Item #5: Review of Initial Order of Gong Yu Hsu, Engineer I, Water Services/30 Days Suspension
- Item #6: Review of Agreed Order on Veronica Duker, ECC/Dismissal
- Item #7: Review of Agreed Order/Compromise and Settlement of Jan Paone, ECC/Dismissal
- Item #8: Request Approval of Proposed Policy Language Revisions 2.6-1 and 7.2 A-1 (Truth Verification Analysis)
(Deferred from May 10th meeting)
- Item #9: Communiqués from the public on pending hearings