

**AGENDA
METROPOLITAN CIVIL SERVICE COMMISSION**

MARCH 13, 2007

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, March 13, 2007 at 8:30 a.m.

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

Announcement of Appeals Process, Metropolitan Code of Laws 2.68.030

(A) MINUTES: Approval of the minutes for the February 13, 2007 Civil Service Commission regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>COMMUNITY EDUCATION ALLIANCE</u>			
*Renfro, Michelle L.	Program Manager 1	Dept Transfer/Promotion	02/12/07
*Department transfer from ITS (IS Applications Tech 2, SR9) to Community Education Alliance (Program Manager 1, SR11)			

GENERAL SERVICES

Castillo, Melissa A.	Application Tech 2	Promotion	01/29/07
Reed, Janie R.	Application Tech 2	Promotion	01/29/07
Garcia, Javier E	Equipment Mechanic	New Hire	01/29/07
Kelley, Robert B	Equipment Mechanic	New Hire	01/29/07
Whitmore, Keith R	Equipment Mechanic	New Hire	02/12/07
Reynolds, Carolyn M	Professional Specialist	New Hire	02/26/07
Hardin, Benjamin R	Radio Tech 3	Promotion	01/30/07

INFORMATION TECHNOLOGY SERVICE

Orear, Michael B	Info Systems Assistant Director	Promotion	02/12/07
*Farris Sr., David R	Info Systems Manager	Class Change/Lateral	01/29/07
*Graves, Gene H	Info Systems Manager	Class Change/Lateral	01/29/07
^Kennie, Heather	Info Systems Manager	Class Change/Lateral	01/29/07
**Bradley, Adam P.	Information Systems Oper Analyst 2	Class Change/Lateral	01/29/07
^^Montgomery, Patricia L.	Information Systems Oper Analyst 3	Class Change/Lateral	01/29/07
***Baggett, Paul M.	Information Systems Oper Analyst 1	Class Change/Lateral	01/29/07
^^Ciero, Richard C	Information Systems Advisor 1	Class Change/Lateral	01/29/07
^^Gilbert, Marsha V	Information Systems Advisor 1	Class Change/Lateral	01/29/07
^^Hall, Reginald G.	Information Systems Advisor 1	Class Change/Lateral	01/29/07

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>INFORMATION TECHNOLOGY SERVICE</u>			
^^Hollingsworth, Timothy W.	Information Systems Advisor 1	Class Change/Lateral	01/29/07
^^Lewis, David R.	Information Systems Advisor 1	Class Change/Lateral	01/29/07
^^Stone Jr., John M.	Information Systems Advisor 1	Class Change/Lateral	01/29/07
***Gray, Carlton W.	Information Systems Advisor 2	Class Change/Lateral	01/29/07
***Keck, Margaret H	Information Systems Advisor 2	Class Change/Lateral	01/29/07

*Class change from Communications Manager (SR13) to IS Manager (SR13)

^Class change from Is Advisor 1 (SR13) to IS Manager (SR13)

**Class change from Technical Spec 1 (SR11) to IS Operations Analyst 2 (SR11)

^^Class change from IS Communications Analyst 3 (SR12) to IS Operations Analyst 3 (SR12)

***Class change from IS Communications Analyst 1 (SR10) to Is Operations System Analyst 1 (SR10)

^^Class change from IS Manager (SR13) to IS Advisor 1 (SR13)

***Class change from Is Division Manager (SR14) to IS Advisor 2 (SR14)

PARKS

Hyman, Keith W	Office Support Rep 2	New Hire	02/01/07
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PLANNING COMMISSION

*West, Sherry D.	Office Support Rep 3	Dept Transfer/Transition to Civil Service	02/20/07
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*Department transfer from Juvenile Court, non-Civil Service (Office Support Rep 2, SR5) to Planning Commission (Office Support Rep 3, SR6)

POLICE

Nolan, Jonesta R.	Crime Scene Technician 1	New Hire	02/16/07
Aaron Jr., Donald W.	Exe Administrator Police/Fire	Promotion	02/01/07
Snyder, Eric B.	Police Captain	Promotion	02/16/07
Shea, Belinda J	Police Ident Analyst 1	Promotion	02/01/07
Lyon, Dana M	Police Lieutenant	Re-Employment	02/01/07
Starling, Jason Scott	Police Lieutenant	Promotion	02/16/07
Watkins, William J.	Police Lieutenant	Promotion	02/16/07
Bauer, Jeffrey S.	Police Sergeant	Promotion	02/16/07
Bell, Doug M.	Police Sergeant	Promotion	02/16/07
Blair, Gregory A.	Police Sergeant	Promotion	02/16/07
Brandimore, Preston A.	Police Sergeant	Promotion	02/16/07
Bryant, Christopher R	Police Sergeant	Promotion	02/16/07
Chance, Matthew S.	Police Sergeant	Promotion	02/16/07
Denton, William Mark	Police Sergeant	Promotion	02/16/07
Donofrio, Joseph A.	Police Sergeant	Promotion	02/16/07
Drake, John C.	Police Sergeant	Promotion	02/16/07
Dudley, Michael L.	Police Sergeant	Promotion	02/16/07
Durbin, Robert T	Police Sergeant	Promotion	02/16/07
Gourdin, Sebastian G	Police Sergeant	Promotion	02/16/07

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>POLICE</u>			
Kendall, Lee A	Police Sergeant	Promotion	02/16/07
Leavitt, David S	Police Sergeant	Promotion	02/16/07
McClain, Anthony W.	Police Sergeant	Promotion	02/16/07
Newbern, Daniel David	Police Sergeant	Promotion	02/16/07
Proctor, Jason Douglas	Police Sergeant	Promotion	02/16/07
Smith, Robert K	Police Sergeant	Promotion	02/16/07
Stephens, Keith A.	Police Sergeant	Promotion	02/16/07
Stephens, Regina S	Police Sergeant	Promotion	02/16/07
Turner, Bradley R.	Police Sergeant	Promotion	02/16/07
Upchurch, Christopher J.	Police Sergeant	Promotion	02/16/07
Walburn, Kenneth J.	Police Sergeant	Promotion	02/16/07
Widener, Charles T	Police Sergeant	Promotion	02/16/07
Winter, Joseph S.	Police Sergeant	Promotion	02/16/07

PUBLIC LIBRARY

Cannedy, Marvin G	Circulation Assistant 1	New Hire	02/12/07
Scott, Noah A	Circulation Assistant 1	New Hire	02/12/07
Barber, Kyle E.	Librarian 1	Re-Hire	01/29/07
Tullos, Jennifer M	Library Associate 1	New Hire	01/29/07

PUBLIC WORKS

*Foote, Yvonne W.	Administrative Specialist	Return- Medical Pension	02/01/07
Blackwell, Kevin D Jr.	Customer Service Field Rep 1	New Hire	01/29/07
Henning, Joshua M	Customer Service Field Rep 1	New Hire	01/29/07
Jackson, Jamarious D Jr.	Customer Service Field Rep 1	New Hire	01/29/07
Patton, Kimberly J.	Engineering Tech 2	Promotion	02/12/07
Weatherly, Ricky G.	Equipment Operator 1	Promotion	02/26/07
Hatcher, Kortland N.	Equipment Operator 2	Promotion	01/29/07
Gaddes, Lopez	Equipment Operator 3	Promotion	02/26/07
Lancaster, Larry M	Equipment Operator 3	New Hire	01/29/07
Sawyers, John E.	Equipment Operator 3	Promotion	01/29/07
Maclin, Byron O.	Maintenance & Repair Leader 2	Promotion	01/29/07

*Return From Pension To The Same Classification

SHERIFF

*England, Christopher M	Correctional Officer 1	Demotion	01/27/07
^Gomez-Hernandez, Juan M	Correctional Officer 1	Demotion	01/27/07
Palazzi, Nathan M.	Correctional Officer 1	New Hire	01/16/07
^Roberts Jr., Paul R	Correctional Officer 1	Demotion	01/27/07
Davis Jr., Ronnie A	Correctional Officer 2	Promotion	01/21/07
**Steele, Thomas L	Correctional Officer 2	Demotion	02/01/07
Hampton, Christopher L	Correctional Officer Sergeant	Promotion	02/08/07
Holliman Jr., John A	Correctional Officer Sergeant	Promotion	02/01/07
Maki, William R	Correctional Officer Sergeant	Promotion	02/08/07
McClure, Robert M.	Correctional Officer Sergeant	Promotion	02/01/07

*Demoted from Correctional Officer 2 (CO2) to Correctional Officer 1 (CO1)

^Demoted from Correctional Officer Sgt (CO3) to Correctional Officer 1 (CO1)

**Demoted from Correctional Officer Sgt (CO3) to Correctional Officer 2 (CO2)

SOCIAL SERVICES

Campbell, Jessica E	Administrative Services Officer 4	New Hire	02/12/07
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WATER SERVICES

Mishu, Steve P	Engineer 2	Promotion	01/27/07
Gleaves, Joshua D	Engineer In Training	New Hire	01/27/07

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Beverly, Cassandra M	Emerg Telecommunications Off 1	Resignation	ECC	02/02/07
Bundle, Angela C	Emerg Telecommunications Off 1	Dismissal	ECC	01/31/07
Blevins, Scotty L.	Emerg Medical Tech 2	Pension	Fire	02/14/07
Ward, Ronald J	Fire Captain	Deceased	Fire	01/30/07
Battle, Wayman	Fire District Chief	Pension	Fire	01/19/07
Edmondson, Carl S	Fire District Chief	Pension	Fire	01/24/07
Fleming, Ralph L	Fire Fighter 2	Pension	Fire	02/01/07
Young Jr., John G	Firefighter 3	Pension	Fire	02/12/07
King, Christopher T	Equipment Mechanic	Resignation	General Services	01/25/07
Jarrell, Walter R.	Info Systems Division Manager	Pension	ITS	02/07/07
Honeycutt, Scott J	Info Systems Operator Analyst 3	Resignation	ITS	02/14/07
Millsbaugh, Joey	Concessions Clerk 2	Pension	Parks	02/15/07
Brown, James Williams	Custodian 1	Dismissal	Parks	02/07/07
Thomas, Sylvester	Custodian 1	Pension	Parks	02/23/07
Binkley, Gregory S.	Golf Course Manager	Resignation	Parks	02/15/07
Brammer, Chase A	Maintenance & Repair Worker 1	Dismissal	Parks	02/06/07
Williams, Scott L.	Maintenance & Repair Worker 2	Resignation	Parks	02/15/07
Oertel, Ann Nancy	Office Support Rep 2	Pension	Parks	02/22/07
Jackson, Josephine	Recreation Center Manager	Pension	Parks	01/31/07
Southall, Andre A	Recreation Leader	Dismissal	Parks	02/21/07
Jinnette Jr., Robert E.	Police Officer 2	Pension	Police	01/31/07
Williams III, Charles R	Police Officer 2	Resignation	Police	01/24/07
Stone, Steve W.	Police Officer 3	Pension	Police	01/31/07
Lawrence, Jason L.	Police Operations Assistant 3	Resignation	Police	01/19/07
Welch, Antoinette R.	Police Sergeant	Resignation	Police	02/05/07
Arnell, Koran	Custodian 1	Resignation	Public Library	02/05/07
Lackey, Stephen N	Office Support Rep 2	Resignation	Public Library	02/05/07
Jordan, Kristy E.	Correctional Officer 1	Resignation	Sheriff	02/13/07
Lindsey, Corey T.	Correctional Officer 1	Resignation	Sheriff	01/25/07
Strieter, Brent	Correctional Officer 1	Resignation	Sheriff	01/29/07
Huggins, Kawanis	Program Spec 2	Dismissal	Social Services	02/23/07
Hayes, Joshua Ben	Envir Compliance Officer 2	Resignation	Water Services	01/26/07

(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Emergency Communications Manager	Dept	General Services
Professional Specialist - Call Center	Open	General Services
IS Applications Tech 2 - Internet	Open	ITS
IS Assistant Director - Applications	Dept	ITS
Maintenance & Repair Worker 3 - Grounds	Open	Parks
Crime Scene Technician 1	Open	Police
Human Resources Manager - Police	Open	Police
Police Operations Coordinator 1 - Chief's Office	Dept	Police
Engineering Tech 2 - Permits	Dept	Pub Works
Administrative Services Officer 4 - Systems	Open	Social Services
Engineer 2 - Storm/Plans	Dept	Water Services
Engineering Tech 3 - Property	Dept	Water Services
Equipment Operator 3 - Storm	Dept	Water Services
Office Support Spec 2	Dept	Water Services
Executive Administrator - Police	Dept.	Police

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
08/31/05	Police Crisis Counselor	15	Open

DEPARTMENTAL ITEM

EMERGENCY COMMUNICATIONS CENTER

Item #1: Roxanne Brown, Director, requests an Extended Administrative Leave with Pay until such time an investigation and hearing is completed, for Michelle Mayes, Emergency Communications Center.

HUMAN RESOURCES

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

- Item #2: Review of Brief as requested by Commission– Findings of Fact and Conclusions of Law
 RE: Request by Chancery Court for the Commission to review the Application of Civil Service Policy 3.13B – Disability Re-Employment - Calculation of Pay Rate for Return to Work. (Whitehouse et al. vs. Metro Government)
- Item #3: Request to conduct a Public Hearing on April 10, 2007 – Proposed Civil Service Rules for Sheriff's Office
- Item#4: Review of Budget Report – Administrative Hearing Program for Disciplinary/Grievance Appeals

- Item #5: Review of Initial Order – Chris Garner, Police Department / Dismissal
- Item #6: Review of Initial Order – Keith York, General Services/10 days Suspension
- Item #7: Review of Initial Order – Allison Duncan, Sheriff’s Office/Dismissal
- Item #8: Review - Order to Dismiss Appeal – Terry Grissim, Public Works/ 7 Hr. Suspension
- Item #9: Review of Initial Order – James Scales, Police Department./ Dismissal
- Item #10: Review - Order of Default and Dismissal – Syretha Sessions, Sheriff’s Office/3 Days Suspension
- Item #11: Review of Initial Order - Gerri Tinnin, Fire/Dismissal
- Item #12: JOB DESCRIPTION CHANGES
- a. Police Identification Analyst 2
 - b. Police Identification Specialist 2
 - c. Correctional Officer 1
- Item #13: Communiqués from the public on pending hearings