

AGENDA

METROPOLITAN CIVIL SERVICE COMMISSION

JANUARY 9, 2007

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, January 9, 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 December 12, 2006 Civil Service Commission regular meeting.

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>EMERGENCY COMMUNICATION CENTER</u>			
Clark, Christie G	Administrative Services Officer 3	New Hire	12/18/06
<u>FINANCE</u>			
Gouveia, Gerald G	Finance Officer 2	New Hire	12/18/06
<u>GENERAL SERVICES</u>			
Kostrub, William M	Administrative Services Officer 3	New Hire	12/18/06
*Cannady, Anne	Application Tech 1	Return From Medical Pension	12/04/06
Coley, Shannon T	Automotive Mechanic	New Hire	12/04/06
Davis Jr., Dave L	Automotive Mechanic	New Hire	12/04/06
England, Thomas D.	Building Maintenance Lead Mechanic	Promotion	12/18/06
Owens Jr., Thomas A.	Building Maintenance Lead Mechanic	Promotion	12/18/06
^Lynam, Mark J.	Finance Admin	Vol Reduction In Grade	12/22/06
Vance, Dwayne D	Finance Officer 2	New Hire	12/04/06
*Return from Medical Pension ^Voluntary Reduction In Grade from IS Division Manager, SR14 to Finance Admin, SR13			
<u>HUMAN RESOURCES</u>			
Brock, Antonia Louise	Application Tech 2	Promotion	12/04/06
Copeland, Patricia J.	Application Tech 2	Promotion	12/04/06
<u>INFORMATION TECHNOLOGY SERVICE</u>			

Kahan, Leigh E	Info Systems Mgr	New Hire	12/18/06
Martin Jr., George P.	Information Systems Operator Analyst 3	Promotion	12/04/06
*Auer, Jon E.	Information Systems Operator Tech 1	Dept	
Transfer/Promotion	12/18/06		
Holland, Codey L	Information Systems Operator Tech 1	New Hire	12/07/06
Harbsmeier, David M	Program Spec 2	Re-Hire	12/18/06

*Department Transfer from Water (Office Support Rep 2, SR5) to ITS (IS Operations Tech 1, SR8)

CIVIL SERVICE COMMISSION – JANUARY 9, 2007

PAGE TWO

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>JUVENILE COURT</u>			
*Davis, Brian L.	Warrant Officer	Dept	
Transfer/Promotion	12/18/06		
*Department Transfer from Sheriff's Office (Correctional Officer 1, CO1) to Juvenile Court (Warrant Officer 1, SR8)			
<u>PARKS</u>			
Crawley-Morrow, Darlene L.	Application Tech 1	Re-Hire	12/01/06
*Ingram, Richard L	Maintenance & Repair Worker 2	Demotion	12/22/06
Vollbrecht, Vera Ellen	Nature Center Manager	Promotion	12/15/06
^Kirby Jr., Elgrine J	Park Ranger 1	Return from Medical Pension	12/15/2006
*Demoted From M&R Worker 3 (Tg6) To M&R Worker 2 (Tg4)			
^Return From Pension To The Same Classification			
<u>PLANNING COMMISSION</u>			
Winston, L J.	Planning Tech 1	Promotion	12/4/2006
<u>POLICE</u>			
Mumford, Kristin A	Administrative Services Manager	New Hire	12/01/06
*Jones, Carlette Y.	Administrative Services Officer 3	Dept Transfer/Lateral	12/05/06
Tarkington, Pamela	Administrative Services Officer 3	Promotion	12/01/06
^Casteel, Justin B.	Police Officer 1	Class Change	12/15/06
^Dills, Vickie L.	Police Officer 1	Class Change	12/15/06
^Gautreaux, Julio H	Police Officer 1	Class Change	12/15/06
^Lawson, Michael B	Police Officer 1	Class Change	12/15/06
^Pulliam, Teressa A	Police Officer 1	Class Change	12/15/06
^Ramey Jr., James W	Police Officer 1	Class Change	12/15/06
^Ramirez, Gilbert	Police Officer 1	Class Change	12/15/06
^Ridgeway, Albert B.	Police Officer 1	Class Change	12/15/06
^Sipes, Matthew S	Police Officer 1	Class Change	12/15/06

^Slusser, James R	Police Officer 1	Class Change	12/15/06
**Anderson, Clay B.	Police Officer 2	Class Change	12/15/06
**Baney, Joshua L	Police Officer 2	Class Change	12/23/06
**Bolan, William E.	Police Officer 2	Class Change	12/15/06
**Brooks, Anthony L	Police Officer 2	Class Change	12/23/06
**Hollifield, Michael B.	Police Officer 2	Class Change	12/15/06
**Lowry, Richard A.	Police Officer 2	Class Change	12/15/06
**Ranney, Seth J	Police Officer 2	Class Change	12/15/06
**Scandrett Jr., Larry P	Police Officer 2	Class Change	12/15/06
**Stogdill, Lauren Z.	Police Officer 2	Class Change	12/22/06
**Vallee, Andrew R.	Police Officer 2	Class Change	12/15/06
Willis, Kimberly K	Police Operations Coordinator 1	Promotion	12/01/06

*Department Transfer from General Hospital (Accounts Payable Supervisor) to Police (Administrative Services Office 3, SR10)

^Class Change from Police Officer Trainee to Police Officer 1

**Class Change from Police Officer 1 to Police Officer 2

CIVIL SERVICE COMMISSION – JANUARY 9, 2007

PAGE THREE

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PUBLIC LIBRARY</u>			
Wallace, Jeremy D	Circulation Assistant 1	New Hire	12/04/06
Arnell, Koran	Custodian 1	New Hire	12/04/06
*Mandyck, Maura B	Librarian 3	Vol Reduction -Salary	
Grade 12/18/06			
^Blevins, Ashley D.	Library Associate 1	Transition - Civil	
Service	12/04/06		
Hickson, Regina C	Library Associate 1	Promotion	12/18/06
Shaw, Charles T	Library Associate 1	New Hire	11/20/06
Bell, Christine	Library Associate 2	Promotion	12/18/06

*Voluntary Reduction In Grade from Library Manager 2 (SR12) to Librarian 3 (SR11)

^Transition to Civil Service from Part Time Status

PUBLIC WORKS

*Jordan, Cedric W.	Custodian Service Field Rep 1	Class Change/Lateral	12/18/06
^Smith, Tammy D	Custodian Service Field Rep 1	Class Change/Lateral	12/18/06
Parker, Herschell B	Custodian Service Field Rep 3	New Hire	12/18/06
**Kenderdine, Lee R.	Engineer 2	Dept	
Transfer/Promotion	12/18/06		
Taylor, Lindsay W.	Engineering Tech 1	Re-Hire	12/18/06
Dickens, Ryan N.	Equipment Operator 1	Promotion	12/04/06
Kizer, James M.	Equipment Operator 1	Promotion	12/04/06
Archev, Steven Dwayne	Equipment Operator 2	Promotion	12/18/06
Cross, James A	Equipment Operator 2	Promotion	12/18/06
Fleckenstein Iii, David F.	Equipment Operator 2	Promotion	12/04/06
Hale, Randy L.	Equipment Operator 2	Promotion	12/18/06

Lowe Jr., Charles E.	Equipment Operator 2	Promotion	12/18/06
Mcmurray, Joseph R.	Equipment Operator 2	Promotion	12/18/06
Neville, Jeremy J.	Equipment Operator 2	Promotion	12/18/06
Rainey, Thomas J.	Equipment Operator 2	Promotion	12/04/06
Menzies, Tron A	Maintenance & Repair Worker 1	Re-Employment	12/04/06
Parker, Jerry J	Maintenance & Repair Worker 1	New Hire	12/04/06
Saud, Thomas A	Maintenance & Repair Worker 1	New Hire	12/18/06
Doolittle, Valerie L	Office Support Rep 2	New Hire	12/18/06
Radinger, William J.	Technical Specialist 1	Promotion	12/18/06

*Class Change from Sanitation Worker (TG5) to Customer Service Field Rep 1 (SR5)

^Class Change from Office Support Rep 2 (SR5) to Customer Service Field Rep 1 (SR5)

**Department Transfer from General Services (Technical Specialist 2, SR12) to Public Works (Engineer 2, SR13)

TRANSPORTATION LICENSING COMM

Bowling, Milton B.	Trans Licensing Inspector 2	New Hire	12/18/06
--------------------	-----------------------------	----------	----------

WATER SERVICES

Swift, Ricky	Engineer 3	Promotion	12/16/06
Andrews, Mary H.	Office Support Spec 2	Promotion	12/16/06
Brown, Jo Ann H	Office Support Spec 2	Promotion	12/16/06
*Hathaway, Karion	Office Support Spec 2	Dept Transfer/Lateral	12/02/06
Holt, Bonnye P.	Office Support Spec 2	Promotion	12/16/06
Page, Felecia A	Office Support Spec 2	Promotion	12/16/06
Haynes, Thomas E.	Water Maintenance Leader 2	Promotion	12/02/06

*Department Transfer from Public Works to Water Services

CIVIL SERVICE COMMISSION – JANUARY 9, 2007

PAGE FOUR

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Hamilton, Justen T	Emer Telecommunications Off 1	Dismissal	ECC	12/01/06
Darby, April R	Finance Officer 2	Resignation	Finance	12/01/06
Hale, Jerry W	Fire District Chief	Pension	Fire	12/14/06
Keen, Edward R	Fire Engineer	Pension	Fire	12/02/06
Lewellen, Donald E	Fire Engineer	Pension	Fire	12/13/06
Lockyear, David W	Paramedic 2	Pension	Fire	12/13/06
Couch, Teresa E	Human Resources Analyst 1	Resignation	Human Resources	12/12/06
Harris Jr., Terry L.	Information Systems Manager	Resignation	ITS	12/08/06
Clay, Justin M.	Systems Advisor 1	Resignation	ITS	11/27/06
Brown, Benjamin M	Maintenance & Repair Worker 1	Resignation	Parks	12/14/06
Sharlet, John S	Office Support Rep 2	Resignation	Parks	12/14/06
Sams, Stephen J	Park Ranger 1	Resignation	Parks	12/11/06
Neloms Jr. Parvin J.	Recreation Center Manager	Resignation	Parks	12/15/06
Teamer, Joseph A.	Police Officer 2	Resignation	Police	11/23/06
Hill, Mechico C.	Police Operations Asst 1	Resignation	Police	12/04/06
Reaves, David	Technical Specialist 1	Resignation	Police	11/30/06
Trinoskey, Jessica M	Librarian 1	Resignation	Public Library	12/01/06
Smith, Richard E.	Librarian 3	Pension	Public Library	12/15/06
Sharp, Judy A.	Library Manager 1	Pension	Public Library	12/14/06

Horton, Samuel D.	Equipment Operator 2	Pension	Public Works	11/21/06
Byars, Jeremy M	Correctional Officer 1	Resignation	Sheriff	12/13/06
Irvin, Latonya S.	Correctional Officer 1	Resignation	Sheriff	11/21/06
Pafford, William C.	Correctional Officer 1	Dismissal	Sheriff	11/21/06
Polk, Darrell L.	Correctional Officer 1	Resignation	Sheriff	11/21/06
Wainwright, Tiana M.	Correctional Officer 1	Dismissal	Sheriff	11/28/06
Wright, Daryl W.	Correctional Officer 1	Dismissal	Sheriff	11/28/06

(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED

<u>Classification</u> <u>Department</u>	<u>Type</u>	<u>Requesting</u>
Program Manager 1 - Com Ed	Dept	Community Ed
Administrative Service Manager - Real Estate	Open	Finance
Office Sup Rep 3	Open	General
Services		
HR Manager - Labor Relations	Open	Human
Resources		
Program Spec 2 - Video	Open	ITS
Office Sup Rep 1 - Mail/Dist	Open	Library
Maintenance & Repair Worker 3-Carpenter	Dept	Parks
Nature Center Manager	Dept	Parks
Administrative Services Manager - Media	Open	Police
Police Sergeant	Dept	Police
Customer Service Field Rep 3	Open	Public Works
Eng Tech 3 - Construction	Open	Public Works
Equipment Operator 2 - Signals	Dept	Public Works
Finance Manager - PW	Dept	Public Works
Transportation License Inspector 2	Open	Transportation
Office Supervisor Spec 2-Main	Dept	Water Services
Office Supervisor Spec 2-Npde	Dept	Water Services
Office Supervisor Spec 2-Plan	Dept	Water Services
Office Supervisor Spec 2-Stor	Dept	Water Services

CIVIL SERVICE COMMISSION – JANUARY 9, 2007

PAGE FIVE

REGISTERS ABOLISHED

<u>Date</u> <u>Established</u>	<u>Classification</u>	<u>Number On</u> <u>Register</u>	<u>Register</u>
06/02/05	Fire Inspector 1	05	Dept
03/22/06	Customer Service Field Rep 1	24	Open

HUMAN RESOURCES

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

- Item #1: Review of Initial Order – Angela Coleman, ECC/Dismissal

- Item #2: Review Order of Dismissal - Danny Dalton, ECC/7 Days Suspension

- Item #3: 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 #4: JOB DESCRIPTION REVISIONS

Environmental Laboratory Manager
Upgrades for 25 Target Classifications
(Requirement Revision from 2.0 to 2.25 in Performance Ratings)

- Item #5: Communiqués from the public on pending hearings

 Requests for ADA accommodation should be directed to the Metro Human Resources Dept. @ 862-6640