

# AGENDA

## METROPOLITAN CIVIL SERVICE COMMISSION

JUNE 10, 2008

**PLACE & TIME:** Civil Service Conference Room, Suite 163, 222 Building, 3<sup>rd</sup> Avenue North, Nashville, Tennessee, June 10, 2008 at 8:30 a.m.

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

**(A) MINUTES:** Approval of the Minutes for the **May 13, 2008** Civil Service Commission regular meeting.

### ***Announcement of Appeals Process, Metropolitan Code of Laws 2.68.030***

#### **(B) APPOINTMENTS**

<b><u>NAME</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>TYPE</u></b>	<b><u>DATE</u></b>
<b><u>EMERGENCY COMMUNICATION CENTER</u></b>			
Culwell, Joshua W.	Emer Telecommunications Officer 4	Re-Employment	05/12/08
<b><u>FIRE</u></b>			
*Ashton, Brett N.	Fire Fighter 1	Class Change	05/16/08
*Borgeson Jr., Donald G.	Fire Fighter 1	Class Change	05/16/08
*Brasells, David J.	Fire Fighter 1	Class Change	05/16/08
*Brittain, Tracy A.	Fire Fighter 1	Class Change	05/16/08
*Calvin, Christopher W.	Fire Fighter 1	Class Change	05/16/08
*Hodges, Jamie M.	Fire Fighter 1	Class Change	05/16/08
*Ivanov, Ivan	Fire Fighter 1	Class Change	05/16/08
*Parker, Matthew R.	Fire Fighter 1	Class Change	05/16/08
*Powers, Benjamin S.	Fire Fighter 1	Class Change	05/16/08
*Roberts, Austin T.	Fire Fighter 1	Class Change	05/16/08
*Robinson, Shannon L.	Fire Fighter 1	Class Change	05/16/08
*Schroeder, Solomon D.	Fire Fighter 1	Class Change	05/16/08
*Terry, Wanda L.	Fire Fighter 1	Class Change	05/16/08
*Class Change from Fire Recruit to Fire Fighter 1			
<b><u>GENERAL SERVICES</u></b>			
Granderson, Leah S.	Administrative Services Officer 4	Promotion	05/12/08
Mohon, Glenn A.	Technical Specialist 1	Promotion	05/19/08
<b><u>HUMAN RESOURCES</u></b>			
Adams-Bowles, Sue A.	Professional Specialist	Promotion	05/01/08
<b><u>INTERNAL AUDIT</u></b>			
Terrell, Sharonda	Finance Officer 3	Rehire	05/26/08

**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>PARKS</u></b>			
*Butler, David J.	Maintenance & Repair Worker 2	Vol Reduction In Grade	05/02/08
Jordan, Roy A.	Maintenance & Repair Worker 2	Promotion	05/16/08
Jordan, Keith E.	Maintenance & Repair Worker 3	Promotion	05/16/08
Guerin, Christopher C.	Naturalist 3	Promotion	05/02/08
Welch, Linn A.	Nature Center Manager	New Hire	05/01/08
Franks, Valencia R.	Recreation Center Manager	Promotion	05/16/08

\*Voluntary reduction in grade from Maintenance and Repair Worker 3 (TG6) to Maintenance and Repair Worker 2 (TG4)

**POLICE**

Olsen, Jessica R.	Police Data Prod Control Coordinator	Promotion	05/16/08
Addleman, Lisa K.	Police Ident Analyst 1	Promotion	05/16/08
Farnow, Larry J.	Police Ident Analyst 1	Promotion	05/16/08
Holman, Candra D.	Police Operations Assistant 1	New Hire	05/01/08
Lewis, Bradley E.	Police Operations Assistant 1	Re-Hire	05/16/08
Moore, Sonya R.	Police Operations Assistant 1	New Hire	05/16/08
Simpkins, Adam W.	Police Operations Assistant 1	Rehire	05/13/08
*Haworth, Patricia	Police Operations Assistant 3	Return from I.O.D. Pension	05/08/08

\*Return from Disability Pension Into Supplemented Classification (employees' pay is supplemented by the Benefit Board when they return to work in a lower classification)

**SHERIFF**

*Saad, Jason R.	Correctional Officer 1	Demotion	04/30/08
^Wyatt, Carlton J.	Correctional Officer 1	Transition - Civil Service	05/01/08
Johnson, Antonio	Correctional Officer 2	Promotion	04/30/08
MCarthur, Leon	Correctional Officer 2	Promotion	04/30/08
Tetterton, Christina M.	Correctional Officer 2	Promotion	04/30/08
Quintal, Kristina B.	Correctional Officer Lt	Promotion	04/30/08
Miller, Ryan W.	Correctional Officer Sergeant	Promotion	04/18/08
Noel, Elsie C.	Correctional Officer Sergeant	Promotion	04/18/08
Shearon, Nathaneal M.	Correctional Officer Sergeant	Promotion	04/30/08

\*Demotion from Correctional Officer 2 (CO2) to Correctional Officer 1 (CO1)

^Transition to Civil Service from Part Time Status

**SOCIAL SERVICES**

Morgan, Stacy L.	Social Worker 3	New Hire	04/28/08
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**(B) APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>WATER SERVICES</u></b>			
*Mishu, Charissa Christine	Engineer 1	Department Transfer/Lateral	04/19/08
***Hendrix, Darlene R.	Office Support Rep 3	Demotion	05/17/08
^Binder, Dale A.	Technical Specialist 2	Re-Classification	05/17/08
**Brown, Carlos R.	Water Maintenance Tech 1	Class Change/Lateral	05/17/08
^Taylor, Ted A.	Water Quality Analyst 1	Class Change/Lateral	05/17/08
^White, Amy J.	Water Quality Analyst 1	Class Change/Lateral	05/17/08

\*Department Transfer from Public Works to Water/Lateral

\*\*\*Demotion from Application Tech 1 (SR7) to Office Support Rep 3 (SR6)

^Reclassification from Technical Services Coordinator (SR11) to Technical Specialist 2 (SR12)

\*\*Class Change from Maintenance and Repair Worker 1 (TG3) to Water Maintenance Tech 1 (TG3)

^Class Change from Environmental Compliance Officer 1 (SR 8) to Water Quality Analyst 1 (SR8)

**(C) TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Vogel, Markell Carl	Administrative Services Manager	Resignation	Finance	05/07/08
Sewell, David H	Fire Assistant Chief	Deceased	Fire	04/26/08
Jackson, Michael S.	Fire Captain	Pension	Fire	04/20/08
Taylor, Michael S.	Property Guard 1	Resignation	General Services	05/15/08
Dickson, Lisa M.	Professional Specialist	Resignation	Human Resources	04/30/08
Henry, Lacy M.	Professional Specialist	Resignation	Human Resources	04/25/08
Redding, Benecca S.	Information System Oper Tech 1	Resignation	ITS	04/30/08
Spradley, Sherian E.	Info Systems App. Analyst 1	Pension	Juvenile Court	05/02/08
Nolan, Thomas J.	Maintenance & Repair Worker 1	Resignation	Parks	04/30/08
Binkley, Charles C.	Maintenance & Repair Worker 3	Dismissal	Parks	05/05/08
Hall, Brandi C.	Recreation Leader	Resignation	Parks	05/02/08
Segal, Natalie E.	Specialized Skills Instructor	Resignation	Parks	05/16/08
Hunter, Glenda P.	Computer Operations Shift Supv.	Pension	Police	04/30/08
Reasonover, Damon B.	Police Officer 2	Resignation	Police	04/24/08
Ollis, Rickey D.	Police Officer 3	Pension	Police	04/30/08
Hayes, Sandra D.	Police Operations Supervisor	Deceased	Police	04/27/08
Crabtree, Kendra J.	Archives Assistant 1	Resignation	Public Library	05/02/08
Kenderdine, Lee R.	Engineer 3	Resignation	Public Works	05/16/08
Banks, William G.	Engineer In Training	Resignation	Public Works	05/09/08
Pannell, James E.	Maintenance & Repair Worker 1	Dismissal	Public Works	04/29/08
Trotter, Steven E.	Maintenance & Repair Worker 1	Resignation	Public Works	05/06/08
Vanatta, Brandon E.	Maintenance & Repair Worker 1	Dismissal	Public Works	05/16/08
Morris, Melody M.	Office Support Spec 1	Resignation	Public Works	05/16/08
Linville, Delaine B.	Professional Specialist	Resignation	Public Works	05/09/08
Anderson, Robin B.	Correctional Officer 1	Resignation	Sheriff	05/10/08
Campbell, Michael A.	Correctional Officer 1	Dismissal	Sheriff	04/28/08
Hopper, Sheila K.	Correctional Officer 1	Resignation	Sheriff	05/12/08
Vaught, Robert T.	Correctional Officer 1	Resignation	Sheriff	05/01/08
Coleman, Tonia L.	Correctional Officer 2	Resignation	Sheriff	04/30/08
Franzen, David D.	Information Systems Advisor 2	Resignation	Social Services	05/09/08
Boyles, James A.	Industrial Tech Master	Pension	Water Services	05/02/08
Finney, Shanielle A.	Office Support Rep 3	Dismissal	Water Services	04/25/08

**(D) ELIGIBILITY REGISTER ESTABLISHED**

<b><u>Classification</u></b>	<b><u>Type</u></b>	<b><u>Requesting Department</u></b>
Tech Spec 1- HVAC	OPEN	General Services
Automotive Mechanic Leader	DEPT	General Services
Equipment & Supply Clerk 3	OPEN	Police
Computer Operator 2	OPEN	Police
Police Data Production Control Coordinator	OPEN	Police
Administrative Assistant - Police Fiscal Affairs	OPEN	Police
Police Operations Supervisor - Records	DEPT	Police

**REGISTERS ABOLISHED**

<b><u>Date Established</u></b>	<b><u>Classification</u></b>	<b><u>Register</u></b>	<b><u>Number On Register</u></b>
06/08/2005	Electrical Inspector 1	OPEN	21
08/03/2006	Plumbing Inspector 1	OPEN	15
10/25/2007	Mechanical/Gas Inspector 1	OPEN	20

**DEPARTMENTAL ITEMS****POLICE**

Item #1: Police Chief Ronal Serpas requests approval of a Leave from Civil Service effective June 1, 2008 to May 31, 2009, for Lieutenant Duane Phillips to serve as Interim Director of the Emergency Communications Center.

**EMERGENCY COMMUNICATIONS CENTER**

Item #2: Lieutenant Duane Phillips, Interim Director, requests approval to extend Out-of-Class pay beyond the 100 days for Mr. Bruce Sanschargin and Ms. Lisa Baker, as Interim Assistant Directors of ECC.

**SHERIFF'S OFFICE**

Item #3: Sheriff Daron Hall requests consideration and approval of Departmental Rule 1-1.314 - Employee Grievances.

**HUMAN RESOURCES**

Mrs. Dorothy Shell Berry, Director, submits the following for the Commission's consideration and appropriate action:

- Item #4: Review of Initial Order – David Caruthers, Fire Department /Grievance
- Item #5: Review Order of Default and Dismissal – Kenneth Clayton, Police Department /Grievance
- Item #6: Report of Employee Benefit Board Election Results – General Government Representative Edna Jones, Metro Public Works, won by majority vote
- Item #7: Police Applicant Nicholas McCluskey's request to the Commission for a Medical Waiver (color vision)
- Item #8: Request approval to increase Flat Rates per shift Out-of-Class Pay for Fire Department classes Civil Service Rule 5.9

- Item #9: Report of Departmental Layoff Plans approved by the Director of Human Resources
- Item #10: Request to approve proposed New Civil Service Policy 4.17  
Family Medical Leave Act – Injury on Job
- Item #11: Communiqués from the public on pending hearings



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