

# MINUTES

## METROPOLITAN CIVIL SERVICE COMMISSION

FEBRUARY 8, 2011

The Metropolitan Civil Service Commission met for their regularly scheduled meeting on February 8, 2011 in the Civil Service Conference Room, Suite163, 222 Building, Third Avenue North, Nashville, TN, beginning at 8:30 a.m.

**Commission Members Present:** Mr. William H. Farmer, Mr. R. Steve Corbitt, Mr. C. Michael Allen, Mrs. D. Billye Sanders and Mrs. Jo Ann North.

**Other Members Present:** Rita Roberts-Turner, Director of Human Resources and Nicki Eke, Metro Legal Department - Attorney.

January 11, 2011 REGULAR MINUTES:

Chairman Farmer called the meeting to order and said the first order of business was to determine if there were any amendments, corrections or questions from the minutes of the last regular meeting.

*With no corrections to the minutes Commissioner Allen moved for approval. Vice-Chairman Corbitt seconded the motion and the Commission approved without objection.*

**NOTE:** Chairman Farmer read a memorandum regarding an Announcement of Appeals Process pursuant to ordinance #BL2006-2050.

### APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
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#### CODES ADMINISTRATION

Horton, Jerry V.	Mechanical/Gas Inspector 1	New Hire	01/10/11
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#### FINANCE

Haywood, Brandie M.	Finance Admin	New Hire	12/30/10
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#### FIRE

*Tomlinson, Richard S.	Emergency Medical Tech 2	Class Change	01/01/11
^Piercey, Jeffrey T.	Fire Captain	Reinstate-Disciplinary	01/16/11
**Hudson, Marcella D.	Fire Engineer	Vol Reduction In Salary Grade	01/01/11
^^Appleton, Joshua C.	Fire Fighter 1	Class Change	01/16/11
^^Bell, Darrin A.	Fire Fighter 1	Class Change	01/16/11
^^Birdwell, Lucas W.	Fire Fighter 1	Class Change	01/16/11
^^Breece, Michael D.	Fire Fighter 1	Class Change	01/16/11
^^Bryan III, Robert E.	Fire Fighter 1	Class Change	01/16/11
^^Buchanan, Daniel T.	Fire Fighter 1	Class Change	01/16/11
^^Calvacca, Craig	Fire Fighter 1	Class Change	01/16/11
^^Chandler, Chico F.	Fire Fighter 1	Class Change	01/16/11
^^Curran Jr, William J.	Fire Fighter 1	Class Change	01/16/11
^^Fish, Derek S.	Fire Fighter 1	Class Change	01/16/11
^^Gibson, Cory A.	Fire Fighter 1	Class Change	01/16/11
^^Glover, Derek M.	Fire Fighter 1	Class Change	01/16/11

**APPOINTMENTS**

<b><u>NAME</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>TYPE</u></b>	<b><u>DATE</u></b>
<b><u>FIRE</u></b>			
^Hubler, Jeffrey	Fire Fighter 1	Class Change	01/16/11
^Lavender, Adrian E.	Fire Fighter 1	Class Change	01/16/11
^Lovelace, Steven D.	Fire Fighter 1	Class Change	01/16/11
^Lowe, Christopher L.	Fire Fighter 1	Class Change	01/16/11
^Manning Jr, Lenny A.	Fire Fighter 1	Class Change	01/16/11
^Martin, Kristy D.	Fire Fighter 1	Class Change	01/16/11
^Morrison, William A.	Fire Fighter 1	Class Change	01/16/11
^Neuble, Ricky L.	Fire Fighter 1	Class Change	01/16/11
^Ozment, Cory J.	Fire Fighter 1	Class Change	01/16/11
^Pentecost, Billy C.	Fire Fighter 1	Class Change	01/16/11
^Puckett, Jonathan C.	Fire Fighter 1	Class Change	01/16/11
^Rainey, Colby A.	Fire Fighter 1	Class Change	01/16/11
^Stubblefield, Mark E.	Fire Fighter 1	Class Change	01/16/11
^Taylor, Jeremy L.	Fire Fighter 1	Class Change	01/16/11
^Temple, Michael R.	Fire Fighter 1	Class Change	01/16/11
^Thomas, Jeffrey P.	Fire Fighter 1	Class Change	01/16/11
^Tolliver, Kevin E.	Fire Fighter 1	Class Change	01/16/11
^Tomlinson, Christopher W.	Fire Fighter 1	Class Change	01/16/11
^Trollinger, Caleb R.	Fire Fighter 1	Class Change	01/16/11

\*Class Change from EMT 1 (PS3) to EMT 2 (PS4)

^Reinstated to original classification (Fire Captain) from temporary demotion to Fire Engineer

\*\*Voluntary reduction in grade From Fire Captain (PS6) to Fire Engineer (PS5)

^Class change from Fire Recruit to Fire Fighter 1

**GENERAL SERVICES**

Childers III, Thomas E.	Equipment Mechanic	New Hire	12/27/10
Ghee, Christopher J.	Equipment Mechanic	New Hire	01/10/11
Long, Kevin P.	Equipment Mechanic	New Hire	12/27/10
Vickers, Jerry W.	Equipment Mechanic	New Hire	12/27/10

**HISTORICAL COMMISSION**

Baldock, Melissa E.	Historic Preservationist 1	New Hire	01/10/11
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**INFORMATION TECHNOLOGY SERVICE**

Lyng, Tammy K	Info Systems Comm Analyst 3	Promotion	01/08/11
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**INTERNAL AUDIT**

Carter, Tracy D.	Internal Auditor 2	Promotion	01/01/11
Caruso, Roxanne G.	Internal Auditor 2	Promotion	01/01/11
Yuan, Qian	Internal Auditor 2	Promotion	01/01/11
Marcella, Emmanuel G.	Sr. Internal Auditor	Promotion	01/01/11
Walker V, William B.	Sr. Internal Auditor	Promotion	01/01/11

**APPOINTMENTS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<b><u>PARKS</u></b>			
*Collier, Michael W.	Building Maintenance Worker	Transition to Civil Service	12/17/10
^Bledsoe, Kevin B.	Maintenance & Repair Leader 1	Return from Rollback	12/17/10

\*Transition to Civil Service from Part Time status

^ Returned from rollback from M & R Worker 3 (TG6) to original classification M & R Leader 1 (TI7)

**POLICE**

Mehic, Samir	Finance Manager	Promotion	01/06/11
Lokey, Natalie K.	Police Captain	Promotion	01/01/11
Walburn, Kenneth J.	Police Captain	Promotion	01/01/11
Williams, Janisca	Police Crisis Counselor 2	Promotion	01/01/11
Bell, Doug M.	Police Lieutenant	Promotion	01/01/11
Harris, Carey	Police Lieutenant	Promotion	01/01/11
Bourque, Amy N.	Police Operations Assistant 1	New Hire	01/01/11
Brock-Deford, Sherry A.	Police Operations Assistant 1	New Hire	01/16/11
Hooper, Rebecca C.	Police Operations Assistant 1	New Hire	01/01/11
Poole, Caitlin C.	Police Operations Assistant 1	New Hire	01/01/11
Timm, Kara C.	Police Operations Assistant 1	New Hire	01/01/11
Tripp, Constance H.	Police Operations Assistant 1	New Hire	01/01/11
*Phillips, Natoshia M	Police Operations Assistant 3	Dept Transfer/Class Change	01/13/11
Barker, Jeffrey N.	Police Sergeant	Promotion	01/01/11
Bradley, Terrence D.	Police Sergeant	Promotion	01/01/11
Cheng, Po Sheng	Police Sergeant	Promotion	01/01/11
Meeks, Tommy H.	Police Sergeant	Promotion	01/01/11
Reed, Jimmy K.	Police Sergeant	Promotion	01/01/11

\*Department Transfer from Water (Service Rep 1, SR6) to Police (Police Operations Assistant 3, SR6)

**PUBLIC LIBRARY**

Johnson, Clayton S.	Circulation Assistant 1	New Hire	01/10/11
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**PUBLIC WORKS**

Ellen, William C.	Equipment Operator 2	Promotion	01/10/11
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**SOCIAL SERVICES**

Wade, Lonnie R.	Social Worker 3	New Hire	01/03/11
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**WATER SERVICES**

Graham, Nyron P.	Service Rep 1	New Hire	12/25/10
*Phillips, Natoshia M	Service Rep 1	Dept Transfer/Class Change	12/28/10
Price, Kennetha D.	Service Rep 1	Re-Hire	12/25/10

\*Department Transfer from Police (Police Operations Assistant 3, SR6) to Service Rep 1, SR6)

**MOTION:** *After some discussion, Commissioner North moved for approval of the appointments as listed. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

**TERMINATIONS/ PENSIONS**

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Sains, Catarina M.	Emer Telecommunications Off 1	Dismissal	ECC	01/11/11
Mure, Rachel E.	Emer Telecommunications Off 3	Resignation	ECC	01/12/11
Barnett, Patricia B.	Finance Admin	Pension	Finance	12/31/10
Adkins, Douglas E.	Fire Engineer	Deceased	Fire	01/10/11
Cage Jr, Howard E.	Fire Engineer	Pension	Fire	01/03/11
Ewing, Michael O.	Fire Engineer	Pension	Fire	01/04/11
Martin, John C.	Fire Engineer	Pension	Fire	01/02/11
Wilkerson, George W.	Fire Engineer	Pension	Fire	01/04/11
Stubblefield Jr, James E.	Fire Fighter/Paramedic	Pension	Fire	01/04/11
Angell, Clyde E.	Fire Maintenance Worker 1	Pension	Fire	12/31/10
Wilkerson, Jeffrey L.	Firefighter 3	Pension	Fire	01/02/11
Terry, Jane K.	Internal Auditor 2	Resignation	Internal Audit	12/31/10
Deberry Jr, Robert J.	Police Officer 2	Pension	Police	01/05/11
Jeffers, William T.	Police Officer 2	Pension	Police	12/31/10
Osborne, Tonya L.	Police Operations Assistant 2	Resignation	Police	01/14/11
Fite Maxwell, Shelia D.	Police Operations Supervisor	Pension	Police	12/30/10
Cornwell, Robert W.	Police Sergeant	Pension	Police	12/31/10
Skates, Clinton	School Crossing Guard	Resignation	Police	01/14/11
Stewart, Roxy D.	School Crossing Guard	Resignation	Police	01/14/11
Noll, William R.	Engineering Tech 2	Pension	Public Works	01/05/11
Beckham, Donald R.	Equipment Operator 3	Pension	Public Works	01/06/11
Baker, Thomas G.	Maintenance & Repair Worker 2	Pension	Public Works	12/31/10
Rooker, Melinda G.	Office Support Specialist 1	Resignation	Public Works	01/07/11
Gant, Tarik D.	Correctional Officer 1	Resignation	Sheriff	12/29/10
Quintal, Kristina B.	Correctional Officer 1	Resignation	Sheriff	01/07/11
King, Ronald E.	Correctional Officer 2	Pension	Sheriff	01/07/11
Tidwell, Marilyn F.	Administrative Services Officer 3	Pension	Water Services	12/31/10
McCrary, Dennis M.	Equipment & Supply Clerk 3	Pension	Water Services	01/21/11
Johnson, Melvin	Equipment Operator 2	Pension	Water Services	12/31/11
Mundy, John L.	Induct Maintenance Supv 1	Pension	Water Services	01/17/11
Reed, Parke N.	Induct Maintenance Supv 1	Pension	Water Services	12/30/10
Wheeler, Tommy	Treatment Plant Tech 2	Pension	Water Services	01/01/11
Bryant Jr, Clifford F.	Water Maintenance Leader 2	Deceased	Water Services	01/12/11
Kimble, George J.	Water Quality Analyst 3	Pension	Water Services	01/18/11

**MOTION:** *After some discussion, Commissioner North moved to accept the Termination/Pension report for the dates and reasons stated. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

**ELIGIBILITY REGISTER REPORT**

<u>Classification</u>	<u>Dept</u>	<u>On List</u>	<u>Type</u>	<u>Date</u>	<u>Establish/Abolish</u>
Internal Auditor 2	Internal Audit	3	Dept	1/06/2011	E
Senior Internal Auditor	Internal Audit	2	Dept	1/06/2011	E
Police Identification Specialist 1	Police	1	Dept	1/07/2011	A
Social Worker 3	Social Services	10	Open	1/07/2011	E
**Finance Manager - Police	Police	1	Dept	1/07/2011	E
Maintenance and Repair Worker 2	Parks	2	Dept	1/12/2011	A

**ELIGIBILITY REGISTER REPORT**

<u>Classification</u>	<u>Dept</u>	<u>On List</u>	<u>Type</u>	<u>Date</u>	<u>Establish/Abolish</u>
Police Operations Coordinator 1	Police	21	Dept	1/12/2011	A
Finance Officer 3 - Flood Recovery	Finance	2	Dept	1/19/2011	E
Finance Officer 3 - Grants	Finance	3	Dept	1/19/2011	E
IS Analyst 1-Desktop	ITS	1	Dept	1/31/2011	E

\*\*Departmental Register created from an Open Competitive Register.

**MOTION:** *After some discussion, Commissioner North moved to approve the register report. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

**DEPARTMENTAL ITEMS****HISTORICAL COMMISSION**

**REQUEST:** Mr. Tim Walker, Executive Director, requested approval of the proposed Departmental Rules.

Mr. Walker said currently there are no departmental rules for the Historical Commission. He felt there should be a set of rules that are in compliance with Metro's Civil Service rules. The proposed rules were posted and made available to his employees. Commissioner Sanders suggested some revisions for two sections. Under page six of the dress code, she stated types of fabric were not necessary and that sweat pants of any type were not acceptable. She also suggested a change in wording under phone operations, by removing the word "citizen" and to be replaced with "a member of the public." Mr. Walker said the corrections would be made to the rules.

**MOTION:** *After some discussion, Commissioner North moved to approve the Historical Commission Departmental Rules as amended. Seconded by Commissioner Sanders and the Commission approved without objection.*

**PUBLIC LIBRARY**

**REQUEST:** Ms. Donna Nicely, Director, represented by Mr. Chase Adams, requested approval for Ms. Sandy Cohen, Program Manager II, to be transitioned to Civil Service status with an effective date of July 1, 2003.

Mr. Adams said Ms. Cohen was on leave from Civil Service status to work in a granted funded position from October 16, 2002 until October 15, 2003. On June 13, 2003, she applied for the position of Program Manager II and was selected from the list. Documents that had been sent to the Human Resources Department were lost in transition and not reported to the Civil Service Commission for approval. The request is being made to correct the error and grant Ms. Cohen Civil Service status back to July 1, 2003.

**MOTION:** *After some discussion, Commissioner North moved to approve Civil Service Status for Ms. Sandy Cohen as Program Manager II. Seconded by Commissioner Allen and the Commission approved without objection.*

## **HUMAN RESOURCES**

Ms. Rita Roberts-Turner, Human Resources Director, submits the following for the Commission's consideration and appropriate action:

( 1:            **Review of 'Order Withdrawing Appeal – Melissa Hicks, Sheriff's Office / 1 Day Suspension**

Ms. Melissa Hicks, Correctional Officer 1, was suspended for one day from her position in the Sheriff's Office for refusing to stay over and work first shift due to a staffing shortage. She was charged with neglecting to perform her duties and found insubordinate. A department hearing was conducted on July 23, 2010. The Sheriff's Office notified Ms. Hicks by letter dated July 27, 2010 that she was suspended one day.

Ms. Hicks appealed on August 9, 2010 and the case was assigned to Administrative Law Judge J. Randall LaFevor. Metro Attorney Jon Michael represented the Sheriff's Office. Ms. Hicks did not have representation. A hearing was scheduled for January 13, 2011. On January 8, 2011, Ms. Hicks notified Judge LaFevor by e-mail that she wished to withdraw her appeal. Judge LaFevor issued an Order of Dismissal on January 01, 2011.

Metro Attorney Jon Michael was present before the Commission to discuss the case. Ms. Hicks, who was duly notified, did not attend the meeting.

**MOTION:**            *After some discussion, Vice-Chairman Corbitt moved to approve the Order of Dismissal as submitted by Administrative Law Judge J. Randall LaFevor. Seconded by Commissioner Allen and the Commission approved without objection.*

( 2:            **Review of 'Order of Dismissal' – Chad Barrow, ECC / 5 Days Suspension**

Mr. Chad Barrow, Emergency Telecommunications Officer 4, was suspended for five days from his position in the Emergency Communications Center for absenteeism. He was charged with violating Civil Service Policy 4.7 C-1: Attendance Policy, Civil Service Rule 4.7 (D): Abuse of Sick Leave and Civil Service Rule 6.7 (18) Excessive Absenteeism on MNECC Form #011. A departmental hearing was conducted on February 8, 2010. The Emergency Communications Center notified Mr. Barrow by letter date March 29, 2010 that he was suspended five days.

Mr. Barrow appealed on April 14, 2010. The case was assigned to Administrative Law Judge Bettye Springfield. Metro Attorney Jon Michael represented the Emergency Communications Center. Mr. Barrow did not have representation. A hearing was scheduled for August 31, 2010 but was continued. On August 30, 2010 the matter was transferred to Administrative Law Judge Thomas G. Stovall. The hearing was rescheduled for October 13, 2010. Due to discovery requests and by agreement of the parties, the case was reset for November 22, 2010. On December 13, 2010, Judge Thomas G. Stovall sent an Order Resetting the Hearing for January 28, 2011. On January 28, 2011, Mr. Barrow, who was present at the hearing, made a request to withdraw his appeal. There was no objection by Metro Attorney Jon Michael. Judge Stovall then issued an Order of Dismissal on January 28, 2011.

**MOTION:**            *After some discussion, Vice-Chairman Corbitt moved to approve the Order of Dismissal as submitted by Administrative Law Judge Thomas G. Stovall. Seconded by Commissioner Sanders and the Commission approved without objection.*

## ( 3: Consideration of Request for a Medical Waiver from Mr. Donnie Baskin, Police Officer Trainee Applicant

Mr. Donnie Baskin, Police Officer Trainee applicant, was disqualified due to failure to pass a required physical examination from Dr. Celia Goodson, Medical Examiner. In her findings, it was noted that Mr. Baskin has a history of recurrent headaches. Under Army Regulations 40-501 2-26.e *“History of recurrent headaches (784.0) that includes but is not limited to, migraines (346) and tension headaches (307.81) that interfere with normal function in the past three (3) years, or of such severity to require prescription medication, do not meet the standard.”* Dr. Goodson noted that Mr. Baskin has only used the medication four (4) times in one year. She also said the medical record review indicates the applicant’s headaches do not interfere with normal function. However, while prescription medication is used, it is not a medication that would negatively impact his job performance.

**MOTION:** *After much discussion, Vice-Chairman Corbitt moved for approval to grant the Medical Waiver for Mr. Baskin as Police Officer Trainee Applicant. Seconded by Commissioner North and the Commission approved without objection.*

## ( 4: Consideration of Request for a Medical Waiver from Mr. Harvey W. Taylor, III, Police Officer Trainee Applicant

Mr. Harvey Taylor, III, was disqualified as a Police Officer Trainee applicant due to his failure to pass a required physical examination from Dr. Celia Goodson, Metro Health Examiner. Medical statements were provided from his private physician along with copies of the lab results that were conducted by the Medical Examiner’s Office to support the appeal.

In Dr. Goodson’s findings, she cited Army Regulations 40-501 2-12.i.(5) *“Current or history of glaucoma including but not limited to primary, secondary, or pre-glaucoma..., or changes in the optic disc or visual field loss associated with glaucoma, does not meet standards” and visual field loss due to glaucoma is associated with driving errors. LEO’s (Law Enforcement Officers) with glaucoma should receive formal visual field testing annually.”* Mr. Taylor has a significant visual loss in his left eye. It was noted that hiring a Police Officer with potential vision limitations to use a firearm or controlling an emergency vehicle could place the individual and those around him at risk. Mr. Taylor stated that he was presently working as a Police Officer in West Memphis Arkansas and has not had any problems in the last three years.

**MOTION:** *After much discussion, Vice-Chairman Corbitt moved to deny the medical waiver for Mr. Baskin as Police Officer Trainee Applicant. Seconded by Commissioner Allen and the Commission approved without objection.*

( 5: **JOB DESCRIPTION REVISION****Waste Management Superintendent**

Mr. Billy Lynch stated during the 2005 class study the vacant position of Public Works Superintendent, Salary Grade SR13, was removed from the Pay Plan. It wasn’t until August 2008 when a salary survey was implemented that Public Works asked the classification of Public Works Superintendent be added back to the pay plan. By October 2008, the classification along with other class changes was approved by the Civil Service Commission, but due to budget constraints and the Finance Director not signing the resolution changes were not implemented.

Currently, the Waste Management Superintendent’s job is limited to waste management functions only. The proposed change, which clarifies duties, responsibilities and performance will allow this classification to

be used in waste management as well as the streets maintenance division. There are also additional changes to clarify and define the education and experience criteria.

**MOTION:** *After some discussion, Commissioner North moved to approve the Job Description as listed above. Seconded by Commissioner Allen and the Commission approved without objection.*

( 6: Review appeal of Human Resources Director's decision of "Decommission Status" for Sgt. Neil Cook, Police Dept.

On July 20, 2010, Sergeant Neil Cook was decommissioned. He filed a grievance with the Police Department and received a response on December 16, 2010 that he would remain decommissioned. On January 5, 2011, Sgt. Cook brought the matter before the Civil Service Commission regarding his position to appeal the Appointing Authorities' decision.

General Order 10-01 stated decommissioning is an action to protect the department and the member. While Sgt. Cook understands and supports the decommissioning action which protects the department and the employee from further allegations, he has stated that he does not understand why the decommissioning has remained in effect to the present day. As a result, the matter has been an emotional and financial hardship. He has stated that duration of the decommissioned status was punitive in nature. Sgt. Cook remains actively employed by the Police Department and has not received disciplinary action.

When the Police Department confirmed the investigation was complete, it was also understood that Sgt. Cook was scheduled for a departmental hearing on February 28, 2011. The Commission then recommended that Sgt. Cook wait until the Police Department has made a final decision and bring it back at the next meeting.

Police Chief Steve Anderson and Sergeant Neil Cook were both present to discuss this matter.

**ACTION:** This matter has been deferred to the regular meeting on March 8, 2011.

( 7: Revision to Policy 2.7 – I "Substitution Policy"

Mr. Jim Kramer, Human Resources, said modifications to the Substitution Policy were provided and show clarity but would not change the intent or procedures of the policy that had been previously discussed at the February meeting. While the masculine pronouns are used throughout the policy, this practice is outlined in CSR Section 1.2. Proposed changes (italics/color) are as follows:

Under GENERAL, 2nd paragraph, last sentence, see highlighted word.... *would be able to "effectively" perform the duties of the position.* Under GUIDELINES the following highlighted changes occurred:

1. Applications will be reviewed with respect to (1) the minimum requirements as stated in the job description; *and* (2) the skills and skills levels required for the position as stated in the functional job description.
2. Applicants whose education and experience meet the minimum requirements will be considered eligible and screened further for ranking purposes. *Applicants must meet the minimum requirements exactly as stated in the job descriptions for certain classifications. These classifications will specifically state "No Substitution" in the job descriptions.*
3. Substitution of experience or education will not be permitted for a license or certification of any kind unless there is a stated equivalency in the job description.

4. *Where the job description allows for substitution, it may be considered in those instances: (a) where it has been agreed upon with the Appointing Authority in advance of the job posting and is in compliance with Civil Service Rules, procedures, and policies; or (b) (i.) where specific licenses, certifications, experience, or education are not universally required; and (ii.) where the applicant has demonstrated that he or she can perform the duties of the position at the level required by the duties and performance standards of the job description; and; and (iii.) where the applicant has made a written request to the Human Resources Department for substitution consideration prior to the application filing deadline.*

Mr. Kramer also said the Unions had been notified and were fine with the proposed changes. Commissioner Sanders said the job descriptions that were proposed under the Guidelines section should be removed. She pointed out there has been discussion before the Commission regarding the term “No Substitution” with the classification of Fire Suppression. She said that eliminating the examples would cause less confusion.

**MOTION:** *After much discussion, Commissioner North moved to approve the Revision to Policy 2.7 – I as modified. Seconded by Vice-Chairman Corbitt and the Commission approved without objection.*

( 8: Human Resources Updates

No Report was made at the meeting.

( 9: Communiqués from the public on pending hearings

*No report was made.*

With nothing further, the regular meeting adjourned at 9:33 a.m.

**ATTEST:**

**APPROVED:**

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Ms. Rita Roberts-Turner, Director  
Secretary to the Commission

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William H. Farmer, Chairman  
Civil Service Commission