



METROPOLITAN CIVIL SERVICE COMMISSION

MINUTES

Date: March 9, 2021

Time: 8:30 a.m.

Place: This meeting took place via teleconference and was broadcast through the Metro Nashville Network, (MNN), on the MNN2 live stream at (stream.nashville.gov)

MEMBERS: William H. Farmer, R. Steve Corbitt, D. Billye Sanders, Jo Ann North, and Ethan Link

OTHER MEMBERS: Shannon B. Hall, Human Resources Director; Nicki Eke, Metro Legal Department Attorney

Announcement of Appeals Process: Metropolitan Code of Laws 2.68.030

Chairman Farmer called the meeting to order and informed everyone that if they could not be seen that they would have to introduce themselves before they speak. Chairman Farmer then notified the Commissioners that there will need to be a vote to deem the electronic meeting necessary to conduct essential business in light of the COVID-19 outbreak. Roll was called and Commissioners Corbitt, Sanders and North each voted to conduct the meeting electronically. Commissioner Link was late and came during the announcement of the appeals process.

Commissioner Sanders made a motion to approve the February 9, 2021 Civil Service Commission meeting minutes. Commissioner North seconded, and the Commission approved without objection. Chairman Farmer acknowledged the following union representatives in attendance: Mark Young (IAFF Local140), James Smallwood (FOP), and Maura Lee Albert (SEIU).

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(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
Emergency Communications			
Watts, Jennifer D.	Emer Telecom Off 1	Re-hire	01/25/2021
Boone, Connie R.	Emer Telecom Superv	Promotion	02/06/2021
Finance			
Washington, Sierra M.	Procurement Officer 1	New Hire	02/22/2021
<u>Fire</u>			
Graves, Adric L.	Fire Arson Investigator	Promotion	02/01/2021
Johnson, Curtis L.	Fire Arson Investigator	Promotion	02/01/2021
Rigsby, Robert B. Jr	Fire Arson Investigator	Promotion	02/01/2021
Jobe, James A.	Fire Captain	Promotion	02/01/2021
Reed, Timothy A.	Fire Captain	Promotion	02/01/2021
Hutchison, Lawrence D. Jr	Fire District Chief	Promotion	02/01/2021
Speakman, Justin C.	Fire Engineer	Promotion	02/01/2021
Stubblefield, Mark E.	Fire Engineer	Promotion	02/01/2021
Townsend, Dustin W.	Fire Engineer	Promotion	02/01/2021
*Dalton, William D.	Paramedic 1	Class Change/Lateral	02/01/2021
*Green, Tiara Shanay	Paramedic 1	Class Change/Lateral	02/01/2021
*Class change from EMT 2 (PF4) to Paramedic (PF4)			
Municipal Auditorium			
*Rhodes, Tracey L.	Finance Admin	Department transfer/Promotion	01/25/2021
*Department transfer from Parks (Application Tech 2, ST8) to Municipal Auditorium (Finance Admin, OR7)			
Parks			
Boner, Allen L.	Maintenance & Repair Leader	Promotion	01/22/2021
Cooper, Matthew T.	Maintenance & Repair Leader	Promotion	01/22/2021
Kirk, Anthony M.	Maintenance & Repair Leader	Promotion	01/22/2021
*Davis, Gerald W. II	Program Coord	Transition To Civil Service	01/22/2021
Miller, Justin L.	Program Coord	Promotion	01/22/2021
*Transition to CS from PT status			

CIVIL SERVICE COMMISSION

03/09/2021-3

Police

Richards, Crystal Janice	Admin Svcs Officer 3	Promotion	02/16/2021
Weatherly, April J.	Admin Svcs Officer 4	Promotion	02/01/2021
Burke, Harold M. III	Police Captain	Promotion	01/16/2021
Brooks, Anthony L.	Police Lieutenant	Promotion	02/01/2021
Gooch, Michael A.	Police Lieutenant	Promotion	02/01/2021
Hyder, Gerald L. Jr	Police Lieutenant	Promotion	02/01/2021
Tetterton, Samuel	Police Lieutenant	Promotion	02/01/2021
Watkins, Bobby W. Jr	Police Lieutenant	Promotion	02/01/2021
Bowden, Christopher M.	Police Sergeant	Promotion	02/01/2021
Feeney, Colin K.	Police Sergeant	Promotion	02/01/2021
Frazier, Jarred A.	Police Sergeant	Promotion	02/01/2021
Grindstaff, Matthew P.	Police Sergeant	Promotion	02/01/2021
Luu, Ky T.	Police Sergeant	Promotion	02/01/2021
Mauzy, Joshua A.	Police Sergeant	Promotion	02/01/2021
Mustapha, Gbewa L.	Police Sergeant	Promotion	02/01/2021
Park, Michael C.	Police Sergeant	Promotion	02/01/2021
Ronan, Zachary J.	Police Sergeant	Promotion	02/01/2021
Seidl, Jonathan P.	Police Sergeant	Promotion	02/01/2021
Smith, Harris M. III	Police Sergeant	Promotion	02/01/2021
Wilson, Albert P.	Police Sergeant	Promotion	02/01/2021
Wolterbeek, Michael J.	Police Sergeant	Promotion	02/01/2021
Wright, William C.	Police Sergeant	Promotion	02/01/2021
Selnes, Nicole A.	Professional Spec	Promotion	02/01/2021

Public Works

Hudson, Ashley C.	311 Call Center Specialist	New Hire	01/25/2021
Dickens, Daryl W.	Equipment Operator	Promotion	02/08/2021
Hodge, Marquitas C.	Equipment Operator	Promotion	02/08/2021
*Searcy, Robert S. L.	Equipment Operator	Class Change	02/08/2021
^Weatherholtz, Thomas A.	Equipment Operator	Class Change	02/08/2021
Fiddler, Caleb	Equipment Operator Senior	Promotion	02/08/2021
**Holihan, Thomas R. Jr	Equipment Operator Senior	Class Change	02/08/2021
Hannah, James R.	Maintenance & Repair Leader	Promotion	02/08/2021
Booker, Thomas III	Maintenance & Repair Worker	New Hire	02/08/2021
Bowen, Bailey C.	Maintenance & Repair Worker	New Hire	02/08/2021
Polston, Matthew G.	Maintenance & Repair Worker	New Hire	02/08/2021
Waller, Sean D.	Maintenance & Repair Worker	New Hire	02/08/2021
Shoemaker, Michael W.	Sanitation Supv	Promotion	02/08/2021
Camacho, Erik D. Jr	Sanitation Worker	New Hire	01/25/2021
Coble, Duane D.	Sanitation Worker	Re-hire	02/08/2021
Frey, Arondae R.	Sanitation Worker	New Hire	02/22/2021
Rogers, Elijah C.	Sanitation Worker	New Hire	02/22/2021
Settles, Philip M.	Sanitation Worker	New Hire	02/22/2021
Simmons, Tom A. D. III	Sanitation Worker	Re-hire	02/08/2021
White, Nicholas R.	Sanitation Worker	New Hire	02/08/2021
Williams, Bernard T.	Sanitation Worker	New Hire	02/22/2021

***Class change from Sanitation Worker (TG5) to Equipment Operator (TG7)**

^Class change from M&R Worker (TG5) to Equipment Operator (TG7)

****Class change from Sanitation Worker (TG5) to Equipment Operator Sr (TG9)**

CIVIL SERVICE COMMISSION**03/09/2021-4****Sheriff**

*Wilborn, Jessica	Correctional Officer 2	Transition To Civil Service	01/24/2021
Goodale, Robert L. Jr	Correctional Officer Sergeant	Promotion	02/06/2021

Transition to CS from NCS status*Social Services**

Newsom, Sharia Shinette	Information Sys Oper Anal 2	New Hire	02/01/2021
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Water Services

Phillips, Cody Dean	Engineer In Training	New Hire	02/06/2021
Ross, Taylor D.	Engineer In Training	New Hire	02/20/2021
Herod, Joshua L.	Indust Electrician 1	New Hire	02/20/2021
Allen, Blake	Indust Mechanic 1	New hire	02/20/2021
Hendrix, Darlene R.	Office Support Spec 2	Promotion	02/06/2021
Booner, Jonelle A.	Service Rep 2	New Hire	02/20/2021
Crabtree, Matthew W.	Treatment Plant Tech 1	New Hire	01/23/2021
Bass, Kenneth D. Jr	Utility Maintenance Tech	New Hire	01/23/2021
*Kirkup, Michael M.	Utility Maintenance Tech	Department transfer/Class change	01/23/2021
Miller, Cedric A.	Utility Maintenance Tech	New Hire	01/23/2021
*Walker, Dillon	Utility Maintenance Tech	Department transfer/Class change	01/23/2021

***Department transfer from Public Works (M&R Worker, TG5) to Water (Utility Maint Tech, TG5)**

MOTION: After some discussion, Commissioner Sanders moved for approval of the Appointments as listed. Commissioner Corbitt seconded, and the Commission approved without objection.

(C) TERMINATIONS/PENSIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Smotherman, Christopher J.	Electrical Inspector 1	Resignation	Codes	01/22/2021
Cortese, Gianni M.	Emer Telecom Off 1	Dismissal	DEC	01/26/2021
Peake, Jamie L.	Emer Telecom Off 3	Resignation	DEC	02/15/2021
Turner, Ashley Faith	Emer TelecomOff 3	Resignation	DEC	01/22/2021
Rentz, Kimberly A.	Emer Telecom Superv	Retirement	DEC	01/29/2021
Weese, Harold P. II	Info Systems Advisor 1	Deceased	DEC	01/29/2021
Hendricks, Paul Cecil Jr	Emerg Medical Tech 2	Retirement	Fire	01/30/2021
Parker, Donny A.	Emerg Medical Tech 2	Resignation	Fire	02/23/2021
Romero, Robert C.	Emerg Medical Tech 2	Resignation	Fire	01/21/2021
Brooks, Danny R.	Fire Captain	Retirement	Fire	02/12/2021
Woodard, James Edward	Fire Captain	Retirement	Fire	02/13/2021
Baldwin, Andrew M.	Fire Fighter 2	Resignation	Fire	02/14/2021
Hughes, Dalton Reb	Fire Maintenance Worker	Retirement	Fire	01/29/2021
Compton, Eric Marshall	Paramedic 1	Resignation	Fire	02/15/2021
			Human Relations	
Imran, Sarah	Professional Spec	Resignation	Commission	01/16/2021
Vicars, Michael L.	Info Sys Oper Analyst 1	Retirement	ITS	02/01/2021
Wellemeyer, Jonathan H.	Information Sys Oper Tech 1	Resignation	ITS	01/25/2021
Downhour, Gwenda A.	Info Systems Advisor 1	Retirement	ITS	01/29/2021
Weakley, Patricia A.	Office Support Spec 1	Retirement	Law	01/29/2021
Patton, Jan R.	Custodian	Retirement	Parks	02/03/2021
Cortez-Dodson, Alexzandria B.	Office Support Spec 1	Dismissal	Parks	01/19/2021

CIVIL SERVICE COMMISSION

03/09/2021-5

Duggan, William J.	Helicopter Pilot	Resignation	Police	01/29/2021
Bray, Kenneth L.	Police Officer 2	Retirement	Police	02/01/2021
Griggs, Michael W.	Police Officer 2	Resignation	Police	01/25/2021
Lawson, Denarius D.	Police Officer 2	Resignation	Police	02/25/2021
Mayo, Jason M.	Police Officer 2	Resignation	Police	01/31/2021
Mckay, William D.	Police Officer 2	Retirement	Police	02/26/2021
Nicholson, Jonathan W.	Police Officer 2	Resignation	Police	02/03/2021
Sanders, Michael D.	Police Officer 2	Retirement	Police	02/04/2021
Shaffer, Jordan Keith	Police Officer 2	Resignation	Police	01/21/2021
Shoesmith, Brittany E.	Police Officer 2	Resignation	Police	01/18/2021
Thurmon, Tara A.	Police Operations Asst Sr	Resignation	Police	01/25/2021
Martin, James M.	Police Operations Coord 1	Retirement	Police	02/26/2021
Elliott, Keith A.	Police Sergeant	Retirement	Police	01/31/2021
James, Brad A.	Police Sergeant	Retirement	Police	02/12/2021
Holt, Edwin T. Jr	Equipment Operator Senior	Resignation	Public Works	02/17/2021
Snyder, Jerry W.	Equipment Operator Senior	Deceased	Public Works	01/04/2021
Trotter, Steven E.	Equipment Operator Senior	Resignation	Public Works	02/05/2021
Frierson, Morris E.	Maint & Repair Worker	Retirement	Public Works	02/01/2021
Parham, Jason C.	Maint & Repair Worker	Resignation	Public Works	02/19/2021
Wright, Ke-Tonio A.	Maint & Repair Worker	Dismissal	Public Works	02/05/2021
Lake, Cassius E.	Sanitation Worker	Resignation	Public Works	02/23/2021
Gray, Charlita Shaw	Correctional Officer 1	Resignation	Sheriff	01/22/2021
Leon-Contreras, Emmanuel A.	Correctional Officer 1	Resignation	Sheriff	02/12/2021
Mcglasson, Daven R.	Correctional Officer 1	Resignation	Sheriff	02/08/2021
Morgan, Tyler Landon	Correctional Officer 1	Resignation	Sheriff	02/19/2021
Wells, Kelvin Clyde Jr.	Correctional Officer 1	Resignation	Sheriff	02/12/2021
Clark, Andrew L.	Correctional Officer 2	Resignation	Sheriff	02/01/2021
Earls, Kenneth A.	Correctional Officer 2	Resignation	Sheriff	01/22/2021
Wells, Pricella D.	Admin Asst	Retirement	Water Services	02/19/2021
Hudgens, Charles D. Jr	Indust Maint Supv 2	Retirement	Water Services	01/29/2021
Berry, Jamecia R.	Office Support Rep Sr	Dismissal	Water Services	02/16/2021
Blanchard, Katherine Evon	Office Support Spec 2	Retirement	Water Services	01/29/2021
Jones, Danny H.	Utility Compliance Inp 2	Retirement	Water Services	02/03/2021
Gunn, Leonard J. Jr	Utility Engineer Tech Sr	Retirement	Water Services	01/29/2021
Almandalawi, Shwan A.	Utility Engineer Technician	Resignation	Water Services	01/12/2021
Witt, Chase R.	Utility Equip Operator Sr	Resignation	Water Services	01/22/2021
Allen, Richard E. III	Utility Services Asst Mgr	Resignation	Water Services	02/05/2021
Graves, Robert	Water Maint Tech Sr	Retirement	Water Services	01/29/2021

MOTION: After some discussion, Commissioner Sanders moved for approval of the Terminations/Pensions as listed. Commissioner Corbitt seconded, and the Commission approved without objection.

D)ELIGIBILITY REGISTER REPORT

Classification	Dept	On List	Type	Date	Establish/Abolish
Police Officer Trainee	Police	37	Cont	02/04/2021	Establish
Industrial Electronics Technician 1- MWS Operations	Water	7	Cont	02/05/2021	Establish
Emergency Telecommunication Officer 1	DEC	44	Cont	02/08/2021	Establish
	Juvenile				
Probation Officer 3	Court	35	Open	02/09/2021	Abolish
Utility Maintenance Technician	Water	26	Cont	02/09/2021	Establish
Administrative Services Officer 3 - Chief's Office	Police	6	Dept	02/10/2021	Establish
Police Officer Trainee	Police	31	Cont	02/11/2021	Establish
	Social				
Social Worker Senior	Services	17	Cont	02/12/2021	Establish
IS Applications Analyst 3-Cityworks	ITS	17	Open	02/16/2021	Abolish
	Sheriff's				
Correctional Officer Trainee	Office	34	Cont	02/16/2021	Establish
	Human				
Application Technician 2-HR/Benefits	Resources	35	Open	02/18/2021	Establish
Research Analyst 2 - COB	COB	1	Dept	02/22/2021	Establish
Administrative Services Manager - Finance	Finance	3	Dept	02/22/2021	Establish
Police Officer 2 - Lateral	Police	6	Cont	02/23/2021	Establish
Emergency Telecommunications Officer 1	DEC	18	Cont	02/24/2021	Establish
Greenskeeper	Parks	2	Dept	02/25/2021	Establish
Maintenance & Repair Worker	Public Works	16	Cont	02/25/2021	Establish
Sanitation Worker - Public Works	Public Works	28	Cont	02/25/2021	Establish
Industrial Mechanic 1- Operations	Water	6	Cont	02/25/2021	Establish

MOTION: After some discussion, Commissioner Sanders moved for approval of the Eligibility Register as listed. Commissioner Corbitt seconded, and the Commission approved without objection.

DEPARTMENTAL ITEMS

Item #1: Metro Water Service Director Scott Potter requests an Above Base Step Pay for the Service Representative 2, Delilah Rhodes, to be effective February 20, 2021.

Keven Palmissano, HR Representative and Ivan Davis, Metro Water HR Rep were both present before the Commission to discuss the Above Base Step Pay for the Service Rep 2 position.

MOTION: After some discussion, Commissioner Sanders moved to accept the request for Above Base Step Pay for the Service Representative 2, Delilah Rhodes, to be effective February 20, 2021. Seconded by Commissioner Link and the Commission approved without objection.

HUMAN RESOURCE ITEMS

Item #2: Election of Chairman and Vice-Chairman

MOTION: Commissioner Corbitt made a motion to nominate Bill Farmer for Chairman and Billye Sanders for Vice-Chairman. Seconded by Commissioner North and the Commission approved without objection.

Item #3: Review Order of Dismissal – Melissa Williams, Public Works – Termination

Tara Ladd, Metro Attorney for Public Works, was present before the Commission to discuss the Order of Dismissal for Melissa Williams.

MOTION: After some discussion, Commissioner Corbitt moved to accept the Order of Dismissal. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #4: Review Order of Dismissal – Wydell Sawyers, Public Works – Termination

Tara Ladd, Metro Attorney for Public Works, was present before the Commission to discuss the Order of Dismissal for Wydell Sawyers.

MOTION: After some discussion, Commissioner Sanders moved to accept the Order of Dismissal. Seconded by Commissioner North and the Commission approved without objection.

Item #5: Metro Nashville Fire Department employee Darell Dixon is requesting to extend his IOD time in accordance with Civil Service Rule 4.8 D Period of Compensation

Jamie Summers, Fire HR Rep, was present before the Commission to discuss the requested IOD extension.

MOTION: After some discussion, Commissioner Corbitt moved to extend the IOD leave until June 4, 2021. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #6: Request to Extend the Police Lieutenant Promotional Register for six months

Seth Waltenbaugh, HR Representative was present before the commission to request to extend the Police Lieutenant Promotional Register for six months.

MOTION: After some discussion, Commissioner Corbitt moved to approve the request to extend the Police Lieutenant Promotional Register for six months. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #7: Requesting approval to conduct Benefit Board Election for Fire Department representative from May 11 – May 13, 2021.
Seth Waltenbaugh, HR Representative was present before the commission to request approval to conduct the Benefit Board Election for Fire Department representative from May 11 – May 13, 2021.

MOTION: After some discussion, Commissioner Link moved to approve the request to conduct the Benefit Board Election for Fire Department representative from May 11 – May 13, 2021. Seconded by Commissioner Corbitt and the Commission approved without objection.

Item #8: Revisions to Job Descriptions for Department of Emergency Communications

***Emergency Telecommunications Manager**

***Emergency Telecommunications Supervisor**

Monica Anderson, HR Representative, Steve Martini, DEC Director and Lynette Dawkins, DCE HR Rep were all present before the Commission to request revisions to job descriptions.

MOTION: After some discussion, Commissioner North moved to approve the request to revise the job descriptions for Emergency Telecommunications Manager and Supervisor. Seconded by Commissioner Corbitt and the Commission approved without objection.

Item #9: Department of Emergency Communications is requesting to revise their departmental rules

Monica Anderson, HR Representative, Steve Martini, DEC Director and Lynette Dawkins, DCE HR Rep were all present before the Commission to request revisions to their Departmental Rules.

MOTION: After some discussion, Commissioner Corbitt moved to defer this item to the next meeting. Commissioner Link seconded, and the Commission approved by a vote of 3-1 as follows: Commissioners Corbitt, Link and North voted in favor of deferral; Commissioner Sanders voted against deferral.

Item #10: Revisions to Job Descriptions for Metro Water Services

***Utility Engineering Technician**

Keven Palmissano, HR Representative and John Kennedy, MWS Rep were both present before the Commission to request revisions to job descriptions.

MOTION: After some discussion, Commissioner North moved to approve the request to revise the job descriptions for Utility Engineering Tech. Seconded by Commissioner Sanders and the Commission approved without objection.

Item #11: Administrative Law Judge Hearing Calendar

The calendar refers to appeals submitted by Metro employees. As changes occur, updates are made each month in conjunction with the assigned Attorneys at Metro Legal. A copy is then forwarded to the State Administrative Procedures Division wherein the State provides a copy for each Judge to evaluate their case.

ACTION: Report only

Item #12: Human Resource Updates

HR Director Hall updated the Commission about the upcoming special called pay plan meeting that will need to take place in April.

ACTION: Report only

Item #13: Communiques from the public on pending hearings

NONE

Item #14: Appeal of Medical Disqualification, AM, Applicant for Police Officer Trainee

Applicant AM and Civil Service Medical Examiner Gill Wright were both present before the Commission to discuss the appeal. The Civil Service Medical Examiner recommended denial of the appeal.

MOTION: After some discussion, Commissioner Link moved to accept the recommendation of the Civil Service Medical Examiner to deny the waiver. Seconded by Commissioner North and the Commission approved without objection.

With nothing further, the regular meeting adjourned at 09:25 a.m.

ATTEST:

APPROVED:

Shannon B. Hall, Director
Secretary to the Commission

William H. Farmer, Chairman
Civil Service Commission