



METROPOLITAN CIVIL SERVICE COMMISSION

SPECIAL CALLED MEETING

Date: *April 18, 2023*

Time: *9:00 a.m.*

Place: *MNPS Boardroom
2601 Bransford Ave,
Nashville, TN 37204*

Members: William H. Farmer, D. Billye Sanders, Jo Ann North, Alysia Jones, and Ethan Link

Other Members: Shannon B. Hall, Human Resources Director; Courtney Mohan, Metro Legal Department Attorney

Chair Farmer called the meeting to order and acknowledged the union representatives in attendance for the FOP, IAFF and SEIU. Chair Farmer gave anyone in the audience the opportunity to address the Commission regarding the Pay Plan before he heard the agenda items.

HUMAN RESOURCES

Shannon B. Hall, Human Resources Director, submits the following for the Commission's consideration and appropriate action:

Item #1: Pay Plan Review for Fiscal Year 2024

Mike Taylor, Assistant HR Director, Leslie Schuster and James Biotta, HR Reps, were all present before the Commission to present the recommended pay plans for General Government, Police and Fire for Fiscal Year 2023. Kelly Flannery, Finance Director, and Seth Waltenbaugh, MNPD rep, James Smallwood, FOP President, Brad Rayson, SEIU President, and Danny Yates, IAFF President, were also present.

Ms. Schuster presented the following information to the Commission:

- *4% COLA
- *3% open range increase
- *Updating the entry level standard grade pay to \$18.50
- *Updating entry level OR grade to \$55,000
- *upgrades/adjusted ranges for some classifications based on market conditions and/or internal equity.
- *new classifications and title changes
- *Proposed new pay charts reflecting the increase of 4% (or more if adjusted for market/equity) to the ranges.
- *Discussed trends in external economic conditions and in Metro employee pay
- *Discussed how employees will be affected by the changes in the pay plans
- * Added some classifications to the pay plans
- *Smallwood requested 12% COLA
- *Rayson and Yates requested higher COLA as well to mirror the CPI-U of 8%
- *all union reps raised concern with slotting and open range

MOTION: After some discussion, Vice-Chair Sanders moved to adjust the COLA rate in the recommended pay plans from 4% to 7%. Seconded by Commissioner North and the Commission approved without objection.

MOTION: After some discussion, Commissioner Link moved to remove the proposal in the recommended pay plan to transfer various positions from the step pay raise plan to the open range plan. Seconded by Commissioner North and the Commission approved without objection.

MOTION: After some discussion, Vice-Chair Sanders moved to approve the pay plan with the amendments to the COLA and removal of open range transfers and for the Commission to receive an updated pay plan with the amendments. Seconded by Commissioner North and the Commission approved without objection.

Item #2: Job Descriptions for Fiscal Year 2024 Pay Plan

- Accounts Payable Specialist 1
- Accounts Payable Specialist 2
- Accounts Payable Specialist 3
- Attorney 1
- Attorney 2
- Attorney 3
- Attorney 4
- Behavioral Health Services Coord
- Collections Specialist 1
- Collections Specialist 2
- Collections Specialist 3
- Collections Specialist 4
- Crime Lab DNA Technical Lead
- Crime Lab Forensic Scientist 4
- Data Compliance Technician
- Extension Deputy Director
- Homeless Services Director
- Industrial Maintenance Manager
- Payroll Analyst 1
- Payroll Analyst 2
- Payroll Specialist 1
- Payroll Specialist 2
- Skilled Craft Leader
- Transportation Administrator

MOTION: After some discussion, Commissioner Link moved to accept the Job Descriptions for fiscal year 2024 as presented with the addition of the word “through” added to the Collections Specialist 4 position. Seconded by Vice-Chair Sanders and the Commission approved without objection.

With nothing further, the Special Called meeting adjourned at 10:20 a.m.

ATTEST:

APPROVED:

Shannon B. Hall, Director

Secretary to the Commission

William H. Farmer, Chairman

Civil Service Commission