



METROPOLITAN CIVIL SERVICE COMMISSION

AGENDA

Date: September 9, 2025

Time: 8:30 a.m.

Place: Howard Office Building
Sonny West Room
700 President Ronald Reagan Way
Nashville, Tennessee 37210

MEMBERS: William H. Farmer, D. Billye Sanders, Alysia Jones, and Ethan Link.

OTHER MEMBERS: Shannon B. Hall, Human Resources Director; Nicki Eke and Hannah Zeitlin, Metro Legal Department Attorneys

Approval of August 12, 2025, Minutes

Acknowledgement of Union Representatives

Announcement of Appeals Process: Metropolitan Code of Laws 2.68.030

Communiques from the public on pending hearings

- (A) Approval of Appointments- Attachment A
- (B) Approval of Terminations/Pensions- Attachment B
- (C) Approval of Eligibility Register Report- Attachment C

HUMAN RESOURCE ITEMS

Item #1: Public Comment Period

A maximum of 10 persons who write their names on the sign-up sheet provided at the meeting will be allowed to comment on matters that are germane to items on the agenda. Comments are limited to a maximum of two (2) minutes per person. To provide comment, you must sign up prior to the end of Item C on the Agenda. The Public Comment period does not apply to disciplinary matters on the agenda.

Item #2: Metropolitan Nashville Police Department (MNPd) employee William Johnson is requesting to extend his Injury on Duty (IOD) time by Civil Service Rule 4.8 D Period of Compensation

Item #3: Nashville Fire Department (NFD) employee John Norman is requesting to extend his Injury on Duty (IOD) time in accordance with Civil Service Rule 4.8 D Period of Compensation

Item #4: Nashville Fire Department (NFD) employee John P. Riddle is requesting to extend his Injury on Duty (IOD) time in accordance with Civil Service Rule 4.8 D Period of Compensation

Item #5: Metro Human Resources is requesting Civil Service approval to revise the following job descriptions:

- EMS Captain

Item #6: Metro Human Resources is requesting Civil Service approval to revise the following job descriptions:

Revision to driver's license requirements

- Claims Representative 1
- Claims Representative 2
- Crime Lab Asst Dir/QA Mgr
- Crime Laboratory Director
- Crime Lab Forensic Scientist 1
- Crime Lab Forensic Scientist 2
- Crime Lab Forensic Scientist 3
- Crime Lab Forensic Scientist 4
- Crime Lab Forensic Supervisor
- Finance Director
- Geographic Info Systems Mgr
- Info Systems Media Tech 1
- Info Systems Media Tech 2
- Museum Assistant Manager
- Museum Coordinator
- Museum Manager
- Museum Specialist 1
- Museum Specialist 2
- Service Writer

Revision to No Substitution allowed to the minimum education and experience

- Archives Associate
- Asst Public Property Officer
- Associate Admin – Police & Fire
- Claims Division Manager
- Codes Admin Dir
- Contract Administrator
- Crime Lab Asst Dir/QA Mgr
- Crime Laboratory Director
- Criminal Justice Coordinator
- Deputy Director
- Firearms & Toolmarking Examiner
- Human Resources Administrator
- Human Resources Manager
- Human Resources Specialist
- Industrial Mechanic 1
- Police Info Svcs Admin
- Public Information Rep
- Public Property Officer
- Special Assistant to the Director
- Treatment Plant Superintendent
- Workforce Diversity Manager

Item #7: Metropolitan Nashville Police Department (MNPd) employee Jonathan Massie is requesting a hardship waiver for residency in accordance with Metro Council Ordinance No: S094-1078, Section 3.04.10 (B)

Item #8: Administrative Law Judge Hearing Calendar

Item #9: Human Resource Updates



If any accommodations are needed for individuals with disabilities who wish to be present at this meeting, please request the accommodation through hubNashville at <https://nashville.gov/hub-ADA-boards> or by calling (615) 862-5000. Requests should be made as soon as possible, but 72 hours prior to the scheduled meeting is recommended.