

METROPOLITAN CIVIL SERVICE COMMISSION

AGENDA

JULY 10, 2007

PLACE & TIME: Civil Service Conference Room, Suite 163, 222 Building, 3rd Avenue North, Nashville, Tennessee, July 10, 2007 at 8:30 a.m.

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

Announcement of Appeals Process, Metropolitan Code of Laws 2.68.030

(A) MINUTES: Approval of the Civil Service Commission regular meeting minutes held on June 12, 2007 .

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>FINANCE</u>			
Friedmann, Starla M.	Application Tech 3	Promotion	06/04/07
*Young, Nancy E.	Application Tech 3	Department Transfer/ Transition - Civil Service	06/13/07
Bousamra, Fadi J	Finance Manager	Promotion	06/04/07
Neumaier, Anthony J.	Finance Manager	Promotion	06/01/07
Green, Kathy R.	Finance Officer 3	Promotion	06/11/07
Runion, Heidi L.	Finance Officer 3	Promotion	06/11/07

*Department Transfer from NCAC (Accounting Assoc) to Finance (Application Tech 3)

FIRE

*Kendall Jr., Ronald A.	Fire Engineer	Vol. Reduction In Grade	06/16/07
^Binkley, Dana W	Fire Fighter 2	Class Change	06/16/07
^Brantley, Richard D	Fire Fighter 2	Class Change	06/16/07
^Gilmore, James F.	Fire Fighter 2	Class Change	06/16/07
^Hastings, Terry D	Fire Fighter 2	Class Change	06/16/07
^Knipfer, Joseph R	Fire Fighter 2	Class Change	06/16/07
^Martin, David	Fire Fighter 2	Class Change	06/16/07
^Masner, Paula A.	Fire Fighter 2	Class Change	06/16/07
^Seay, David R.	Fire Fighter 2	Class Change	06/16/07
^Stubblefield Jr., Truman L	Fire Fighter 2	Class Change	06/16/07
^Woodard, Jason R.	Fire Fighter 2	Class Change	06/16/07

*Voluntary Reduction In Grade from Fire Instructor (PS6) to Fire Engineer (PS5)

^Class Change from Fire Fighter 1 to Fire Fighter 2

GENERAL SERVICES

*Carr Jr., Majel L	Technical Specialist 2	Dept. Transfer/Promotion	05/29/07
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*Department Transfer from Finance (Technical Specialist 1, SR11) to General Services (Technical Specialist 2, SR12)

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>HISTORICAL COMMISSION</u>			
*Ogren, Yvonne L.	Office Support Spec 2	Dept Transfer/Promotion	06/12/07
*Department Transfer from Codes (Office Support Rep 3, SR6) to Historical Commission (Office Support Specialist 2, SR8)			

HUMAN RESOURCES

Johnson, Benjamin Evan	Human Resources Analyst 3	Promotion	06/02/07
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INFORMATION TECHNOLOGY SERVICE

Gregorich, Carl A	Information Systems Advisor 1	New Hire	06/01/07
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PARKS

Martin-Douglas, Brenda S.	Custodial Services Assistant Supv.	Promotion	06/01/07
Denning Jr., Oscar E	Custodian 1	New Hire	06/05/07
*Bobo, James L.	Maintenance & Repair Worker 1	Return - I.O.D. Pension	06/01/07
^Phillips, William R	Maintenance & Repair Worker 1	Transition - Civil Service	06/01/07
^Roake, Terry A	Maintenance & Repair Worker 1	Transition - Civil Service	06/01/07
^Williams, Dustin R	Maintenance & Repair Worker 1	Demotion	06/08/07
#Walters, Howard M.	Maintenance & Repair Worker 2	Recall - Layoff List	06/08/07
**Akins, Gregory T.	Recreation Leader	Transition - Civil Service	06/01/07
**Jones, Gina R.	Recreation Leader	Transition - Civil Service	06/01/07
**Pillow Jr., William F	Recreation Leader	Transition - Civil Service	06/01/07

*Return from Pension to Maintenance and Repair Worker 1 (TG3)

^Transition to Civil Service from a Seasonal Status

Recall from Layoff List - Police Department

**Transition to Civil Service from a Part Time Status

^^Demotion from Maintenance and Repair Worker 2 (TG4) to Maintenance and Repair Worker 1 (TG3)

POLICE

*Casteel, Justin B.	Police Officer 2	Class Change	06/15/07
*Dills, Vickie L.	Police Officer 2	Class Change	06/15/07
*Gautreaux, Julio H	Police Officer 2	Class Change	06/15/07
*Lawson, Michael B	Police Officer 2	Class Change	06/15/07
*Pulliam, Teressa A	Police Officer 2	Class Change	06/15/07
*Ramey Jr., James W	Police Officer 2	Class Change	06/15/07
*Ramirez, Gilbert	Police Officer 2	Class Change	06/15/07
*Ridgeway, Albert B.	Police Officer 2	Class Change	06/15/07
^Shepherd, Dennis R	Police Officer 2	Return - I.O.D. Pension	06/16/07
*Slusser, James R	Police Officer 2	Class Change	06/15/07
Childress, Patrice	Police Operations Assistant 1	Re-Hire	06/01/07
Murphy, Dorothy A.	Police Operations Coordinator 1	Promotion	06/16/07
White, Allan R.	Police Operations Coordinator 1	Promotion	06/01/07
Carter, Scott I	Police Sergeant	Promotion	06/16/07
Skinner, Robert W.	Police Sergeant	Promotion	06/16/07
Wood, Bryan S	Technical Specialist 1	New Hire	06/16/07

*Class Change from Police Officer 1 to Police Officer 2

^Return from Pension to Same Classification

(B) APPOINTMENTS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>TYPE</u>	<u>DATE</u>
<u>PUBLIC LIBRARY</u>			
Williams, Scottie L	Custodian 1	New Hire	06/04/07
Hathaway, Christopher	Office Support Rep 1	New Hire	06/11/07
Troup, Terri R	Technical Specialist 1	Promotion	06/18/07

WATER SERVICES

Jackson-Campbell, Gloria	Administrative Services Manager	Promotion	06/16/07
Jordan Jr., James F	Compliance Inspector 3	Promotion	06/16/07
Johnson, Cory W	Indust Electrician 1	New Hire	06/16/07
Ward, Jonathan B	Indust Electrician 1	Promotion	06/16/07
Haggard, Randy D	Indust Mechanic 1	New Hire	06/16/07

(C) TERMINATIONS/ PENSIONS

<u>Name</u>	<u>Classification</u>	<u>Type</u>	<u>Department</u>	<u>Date</u>
Balthazar, Sheena L	Emer Telecommunications Officer 1	Resignation	ECC	06/12/07
Goad, Sandra M	Emer Telecommunications Officer 1	Resignation	ECC	06/12/07
Neal, Judy E	Emer Telecommunications Officer 1	Resignation	ECC	06/15/07
Berry, Danny	Fire Captain	Pension	Fire	06/09/07
Bozarth, Ronald W	Fire Fighter 2	Pension	Fire	06/04/07
Hudson, Lonnie A	Fire Inspector 2	Pension	Fire	05/31/07
Schipper, Wolfgang R	Administrative Services Manager	Resignation	General Services	05/25/07
Whitmore, Keith R	Equipment Mechanic	Dismissed	General Services	06/13/07
Duncan, Alphie E	Probation Officer 1	Resignation	Juvenile Court	06/15/07
Gordon, Khalil R	Probation Officer 1	Resignation	Juvenile Court	06/01/07
Brunton, Sarah M.	Office Support Rep 2	Resignation	Legal	05/24/07
Moore, Michael	Maintenance & Repair Worker 2	Resignation	Parks	05/29/07
Hunter, John F	Maintenance & Repair Worker 3	Pension	Parks	05/29/07
Walters, Howard M.	Building Maintenance Worker	Layoff	Police	06/07/07
Bisch, Gregory W.	Police Officer 2	Resignation	Police	05/31/07
Boyd, Paul K.	Police Officer 2	Pension	Police	05/24/07
Fielden, Mark S	Police Officer 2	Pension	Police	06/14/07
Barry, Robert B	Police Officer 3	Pension	Police	06/15/07
Mitchell, Michael D.	Technical Specialist 2	Resignation	Police	06/13/07
Jackson, Jamarious D Jr.	Customer Service Field Rep 1	Dismissed	Public Works	06/01/07
McNeil, Tony E.	Equipment Operator 2	Deceased	Public Works	05/19/07
Hackney, Bennie R	Maintenance & Repair Worker 1	Dismissed	Public Works	05/31/07
Hayes, David A	Maintenance & Repair Worker 1	Resignation	Public Works	06/15/07
Dean, Angela D.	Correctional Officer 1	Resignation	Sheriff	05/30/07
Jackson, Fredilia J.	Correctional Officer 1	Resignation	Sheriff	05/25/07
Lewis, Kiawantis L.	Correctional Officer 1	Resignation	Sheriff	05/29/07
Olson, Derrick P.	Correctional Officer 1	Resignation	Sheriff	05/23/07
Turner, Anthony L.	Correctional Officer 1	Resignation	Sheriff	06/12/07
Maki, William R	Correctional Officer Sergeant	Resignation	Sheriff	06/06/07
Dailey II, Kenneth W	Maintenance & Repair Worker 1	Resignation	Water Services	06/11/07
Caldwell, Raymond W	Treatment Plant Tech 1	Pension	Water Services	05/31/07
Lawrence, Ace S	Water Maintenance Tech 1	Dismissed	Water Services	06/15/07

(D) ELIGIBILITY REGISTER REPORT- ESTABLISHED

<u>Classification</u>	<u>Type</u>	<u>Requesting Department</u>
Beer Permit Inspector 1	Open	Beer Board
Administrative Assistant - Real Property	Dept	Finance
Finance Officer 3 - Budgets	Dept	Finance
Fire Inspector 1	Open	Fire
IS Advisor 1 - Database Administrator	Open	ITS
IS Advisor 1 - Enterprise Services	Dept	ITS
IS Applications Analyst 2	Dept	ITS
IS Applications Analyst 2-Inter/Intranet	Dept	ITS
IS Manager - Inter/Intranet	Dept	ITS
IS Manager - Tech Support	Dept	ITS
IS Operations Technician 1	Dept	ITS
Program Manager 1 - Metro 3	Dept	ITS
Loss Prevention Specialist	Open	Legal
Administrative Services Officer 3 - Marketing Director	Open	Municipal Auditorium
Administrative Services Officer 4 - Greenways	Open	Parks
Application Tech 1 - Parks	Dept	Parks
Maintenance & Repair Worker 1 - Grounds	Open	Parks
Maintenance & Repair Worker 2 - Grounds	Open	Parks
Tech Specialist 1 - Software Quality	Dept	Public Works
Administrative Assistant - Water Administration	Dept	Water Services
Administrative Services Manager - Customer Service Center	Dept	Water Services
Compliance Inspector 3 - Permits	Dept	Water Services
Industrial Maintenance Supervisor 2 - Omuhundro	Dept	Water Services
Industrial Electrician 1	Open	Water Services
Industrial Mechanic 1-Central	Open	Water Services
Office Support Rep 3 - Systems Services	Dept	Water Services

REGISTERS ABOLISHED

<u>Date Established</u>	<u>Classification</u>	<u>Number On Register</u>	<u>Register</u>
02/23/06	IS Applications Analyst 3 - Business Solutions	02	Open
11/30/04	Technical Specialist 2 - Construction	01	Dept

DEPARTMENTAL ITEMS**BEER BOARD**

Item #1: Ms. Jackie Eslick, Executive Director, requests approval for a Leave from Civil Service effective July 1, 2007 through June 30, 2008, to continue serving in the non-civil service position of Executive Director.

FINANCE

Item #2: Mr. David Manning, Finance Director, requests approval of Leave from Civil Service for Ms. Terry Griffith, Finance Manager, effective July 10, 2007, until such time the Emergency Communications Director recruitment is completed and the appointment is made.

HUMAN RELATIONS COMMISSION

Item #3: Mr. Kelvin Jones, Executive Director, requests approval for a two step Increment Advance for Leoncio Dominguez, Program Specialist 3, Step 4 to Step 6, effective July 14, 2007.

JUVENILE COURT

Item #4: Judge Betty Adams Green requests approval for the following:

- a. An increment advance for Sonja Davidson, Juvenile Court Warrant Officer, from Step 7 to Step 8, effective 7/16/07.
- b. Request for Leave from Civil Service effective July 1, 2007 to June 30, 2008 for:
 1. L'Tannia H. Williams, Program Manager – Child Support Enforcement
 2. Margo Cooper, Administrative Assistant – Child Support Enforcement

HUMAN RESOURCES

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

Item #5: Request for a Medical Waiver by Mr. Ralph C. Harvey, Police Officer Trainee Applicant.

Item #6: Review of Order Granting Motion to Dismiss Appeal – Trena Pennington, Human Resources

Item #7 Job Description Revisions

Auto Mechanic Leader
Auto Mechanic
Auto Mechanic-Certified
Automotive Service Writer
Auto Shop Supervisor
Equipment Mechanic
Equipment Mechanic-Certified
Equipment Operator 1
Equipment Operator 2
Equipment Operator 3
Equipment Servicer
Equipment Shop Supervisor
Equipment Supply Clerk 1
Equipment Supply Clerk 2
Equipment Supply Clerk 3
Emergency Vehicle Technician 1
Emergency Vehicle Technician 2
Garage Manager
Garage Supervisor 1
Garage Supervisor 2
Master Technician
Parts Supervisor
Welder

Item #8: Communiqués from the public on pending hearings