

CIVIL SERVICE BOARD MEETING POST SUMMARY



June 3, 2015

Members Present:

**Larry A. Bartlett, Chairman
Virginia Phillips-Hall, Member
Troyce Lancaster, Vice-Chair
Dr. Cephus Jackson, Member
J. Mark Trimble, Member**

Others Present:

Human Resources Director Renee Bright and staff; County Attorney Michelle Youngblood; Civil Service Board Attorney Joe Harris; Police Department Legal Advisor Kenneth Green; Sheriff's Office Assistant Chief Deputy Shawn Southerland; Senior Services Director Tori Strawter-Tanks; Solicitor General Tasha Mosley; T&D Director Jeffrey Metarko; Attorney Keith Martin; Ronnie Wyatt; Terry Lee; various employees from County departments; and other individuals.

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1. The meeting was called to order at 9:07 a.m.
 2. The Board adopted the agenda with the following amendments: move item #9 to 3a and add an item 10a (Sick Leave Request).
 3. The Civil Service Board's Meeting Minutes held on May 6, 2015, was approved.
 4. Request from Fire Chief Landry Merkison to extend the probationary period of **Omonte Ross**, for six months was approved.
 5. Chairman Bartlett presented the following training certificates:
 - a. Employee Professional Development
 - i. Chanae Clemons, Solicitor General
 - ii. Cheryl Dixon, Clerk State Court
 - iii. Tonya Garner, Juvenile Court

- iv. Pamelyn Harris, Juvenile Court
- v. Angela Jolly, Human Resources
- vi. Wanda Martin, T&D
- vii. Ernestine May, Senior Services/Aging Program
- viii. Tracie Tarpley, Juvenile Court (not present)

b. Manager's Basic Skills Certificate

- i. Rebecca Brown, Police
- ii. Lucianna Farmer, Finance
- iii. Zachary Gilbert, Community Development/GIS-GEO Info Sys.
- iv. Mark Niedbalski, Police

c. Manager's Professional Skills Certificate

- i. Rebecca Brown, Police
- ii. Zachary Gilbert, Community Development/GIS-GEO Info Sys.
- iii. Mark Niedbalski, Police
- iv. Stephanie Moncrief, Central Services
- v. Ryan Shaw, Human Resources

- 6. Request from **Stephen Jenkins, Building & Maintenance**, to receive annual leave donation was approved.
- 7. Request from Police Chief Gregory Porter to extend the provisional appointments of the following for an additional 180 days: **John Ivey, Ashanti Marbury and Joanne Southerland** (provisionally appointed to Sergeant) and **Barry Davis** (provisionally appointed to Lieutenant) was approved.
- 8. Request from Police Chief Gregory Porter to extend the probationary period of **James T. Oliver, Jr.**, for six months (until December 30, 2015) was approved.
- 9. Request from Police Chief Gregory Porter to extend the promotional probation of **Andre Jackson**, for six months (until December 28, 2015) was approved.
- 10. Request from **Edward Murphy, Jr, Transportation & Development**, for annual leave donation was approved.
- 11. Request from **Regina Yawn, Central Services**, for use of sick leave reserve hours for the care of her Father was approved.
- 12. Calendar Call.

a. Terry Lee (Sheriff's Office) – Termination appeal filed February 23, 2012.

- i. Appellant, Terry Lee and his attorney, Keith Martin were in attendance.
- ii. County Attorney Michelle Youngblood advised there was an agreement in principal.

- iii. Attorney Martin said the agreement needed calculations.
 - iv. The Board agreed to continue this matter based on the pending agreement between parties to settle.
- b. **Enrique St. Louis (Sheriff's Office)** – Termination appeal filed June 4, 2012. Attorney Thomas Florio's request for continuance due to court conflict was granted.
- i. Chairman Bartlett asked if there was a conflict letter on file.
 - ii. Human Resources Director Renee Bright replied in the affirmative.
 - iii. Attorney Youngblood stated the County had no opposition to the request.
 - iv. Chairman Bartlett confirmed the matter would be continued.
- c. **Ronnie Wyatt (Sheriff's Office)** – Termination appeal filed June 8, 2012.
- i. Appellant Ronnie Wyatt and his attorney Keith Martin were in attendance.
 - ii. Attorney Youngblood stated one of the County's witnesses was not in attendance and asked for a continuance.
 - iii. Attorney Martin stated one of the Appellant's witnesses was not present, namely, Sheriff Victor Hill, who is a fact witness and explained in detail that they were willing to move forward.
 - iv. The Board agreed to continue the matter based on the County's request for a continuance.
 - v. A brief discussion about this matter and the Enrique St. Louis termination appeal occurred.
 - vi. Attorney Martin stated he would not want a joint hearing and explained.
 - vii. Chairman Bartlett mentioned the same witness who was unavailable for the St. Louis matter was also subpoenaed for this matter.
- d. **Beverly Proia, Solicitor General** – Termination Appeal filed January 22, 2013.
- i. Attorney Youngblood stated the County was ready to proceed.
 - ii. Solicitor General stated she was present and ready as well.
 - iii. Chairman Bartlett asked if Beverly Proia was in attendance. She was not.
 - iv. HR Director Bright advised her department sent notification via regular mail and certified mail, which was signed and that her department has not heard from Ms. Proia.
 - v. Attorney Youngblood made a motion to dismiss the termination appeal.
 - vi. The Board voted unanimously to dismiss the termination appeal.
13. Discussion items.
- a. Select meeting date(s) for July 2015.
 - i. The Board agreed to meet July 1, 2015, as its Regular Meeting date.
 - ii. The Board agreed to meet August 5, 2015, as its Regular Meeting date.

14. Other Business.
 - a. Civil Service Rules Re-Write Committee
 - i. Chairman Bartlett advised the committee is meeting once again.
15. The meeting was adjourned.