

CIVIL SERVICE BOARD MEETING POST SUMMARY



April 6, 2016

Members Present: **Larry A. Bartlett, Chairman
Virginia Phillips-Hall, Member
Troyce Lancaster, Vice-Chair**

Members Absent: **J. Mark Trimble, Member
Dr. Cephus Jackson, Member**

Others Present: **Human Resources Manager Tamara Duggans and staff; Human Resources Officer Pamela Ambles; Civil Service Board Attorney Joe Harris; Police Department Legal Advisor Kenneth Green; County Attorney Michelle Youngblood; Sheriff's Assistant Deputy Chief Shawn Southerland; Kyetha Taylor; various employees from County departments; and other individuals.**

-
1. The meeting was called to order at 9:09 a.m.
 2. The Board adopted the agenda with the following addition: Item 14C – Additional meeting date for May 2016. Agenda was approved as amended.
 3. **For the record:** Board members, Dr. Cephus Jackson and Mr. J. Mark Trimble, were not in attendance.
 4. The Civil Service Board's Meeting Minutes held on March 2, 2016, was approved.
 5. The Civil Service Board's Executive Session Minutes regarding **Cyd Cox, Information Technology**, appeal heard on March 2, 2016, were approved.
 6. The Civil Service Board's Decision regarding **Cyd Cox, Information Technology**, appeal heard on March 2, 2016, was approved.
 7. The Civil Service Board's Executive Session Minutes regarding **pending litigation**, heard on March 2, 2016, were approved.

8. Chairman Bartlett presented the following training certificates:
 - a. **Employee Professional Development**
 - i. Christopher Thornton, Juvenile Court (*not in attendance*)
 - ii. Jeanie White, Commissioners
 - b. **Manager's Basic Skills Certificate**
 - i. John Ivey, Police
 - ii. Lloyd Gay, Parks & Recreation
 - iii. Sequellia Logan, Parks & Recreation
 - iv. Tangila "Yvette" Lovelace, Finance
 - v. Robert Pauls, Jr., Sheriff's Office (*not in attendance*)
 - vi. James Cameron Reeves, Information Technology
 - vii. Virginia Vanorsdale, Library System
 - c. **Manager's Professional Skills Certificate**
 - i. Sequellia Logan, Parks & Recreation
 - ii. James Cameron Reeves, Information Technology
 - iii. Virginia Vanorsdale, Library System
9. Request from **Rodriquez Fletcher, County Prison**, for annual leave donation was approved.
10. Request from **Ayana Adams, Sheriff's Office**, for annual leave donation was approved.
11. Request from **Kyetha Taylor, Sheriff's Office**, for annual leave donation was denied.
12. Request from **Brenda Arp, Corrections/Refuse Control**, for annual leave donation was approved.
13. Request from Chief of Police Michael Register to extend the probationary period of **Seth Harris** for an additional six months (until October 12, 2016) was approved.
14. **Annual Training** – Civil Service Board.
 - a. The Board tabled the Annual Training until its Special Called Meeting set for April 14, 2016 (two Board members were not in attendance today).
15. Discussion items.
 - a. Draft of written proposal to Board of Commissioners regarding backlog of cases.

- i. The Board tabled this item until its Special Called Meeting set for April 14, 2016 (two Board members were not in attendance today).
 - b. Executive Session – Interviews for Human Resources Director position.
 - i. The Board tabled this item until its Special Called Meeting set for April 14, 2016 (two Board members were not in attendance today).
 - c. Additional meeting date for May 2016.
 - i. The Board confirmed May 4, 2016, as its Regular Meeting date and did not present a motion for an additional meeting date in May.
 - d. The Board voted and approved a Special Called Meeting date for April 14, 2016.
16. Adjournment.