

## ***CIVIL SERVICE BOARD MEETING***

***APRIL 24, 2019***

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, April 24, 2019, in the Commissioners' Board Room.

Members present: Larry A. Bartlett, Chairman  
Troyce B. Lancaster, Vice-Chair  
Dr. Cephus Jackson, Member  
Virginia Phillips-Hall, Member

Member absent: J. Mark Trimble, Member

Also present: Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; County Attorney Pamela Everett; County Attorney Michelle Youngblood; Fire Chief Landry Merkison; Assistant Fire Chief David King; Police Department Legal Advisor Kenneth Green; Sheriff Correctional Officer Sagar Das; Brenda Thomas; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:11 a.m.

Chairman Bartlett called for a motion to adopt the April 24, 2019, agenda. Vice-Chair Lancaster made the motion to add Item 6a request to use sick leave for (**Joshua Nisoff (Fire Department)**). Chairman Bartlett made the motion to adopt the agenda, second by Ms. Phillips-Hall. No further discussion on the motion. Motion was carried by unanimous vote (4-0).

1. Considered for approval the Civil Service Board's Meeting Minutes held on February 27, 2019.
  - a. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the Minutes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
2. Considered for approval the Civil Service Board's Meeting Minutes held on March 27, 2019.
  - a. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the Minutes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

3. Considered request from **Officer Sagar Das, Sheriff's Office**, to use both annual leave and sick leave from July 11, 2019 through August 19, 2019.
  - a. Chairman Bartlett questioned, "Is there any documents from the Sheriff's Office to support this request".
  - b. Human Resources Director Pamela Ambles advised there have been no communication from the Sheriff's Office and Officer Das is currently in his probationary period and the sick leave policy does not cover this request.
  - c. Human Resources Director Ambles continued to advise the Board, the annual leave request would be at the discretion of the Sheriff's Office and the sick leave request would be at the discretion of the Board.
  - d. Chairman Bartlett advised a response from Human Resources to tell Officer Das annual leave request should go through his chain of command and the sick leave request would be considered at the Board's Meeting.
  - e. Officer Sagar Das advised the Board he has gone through his chain of command; Lieutenant, Captain, Major, Chief and the Sheriff, but has not heard from anyone if the request has been approved. As of April 25, 2019, Officer Das has 64 hours of annual leave, 84 hours of sick leave.
  - f. Chairman Bartlett advised Officer Das he needed to provide documentation that would justify to the Board why the Board should go outside the rules to allow him to use sick leave.
  - g. Attorney Pamela Everett spoke on behalf of the County and advised the Board would be setting a bad precedence allowing Officer Das to use his sick leave.
  - h. The Board advised it would not be a bad precedence taking care of employees.
  - i. Human Resources Director Ambles stated she would make contact with the Sheriff's Office regarding Officer Das' sick and annual leave request.
  - j. Chairman Bartlett advised the Board would vote on the record.
  - k. Chairman Bartlett called for a motion. Ms. Phillips-Hall made the motion that the matter concerning the annual and sick leave for Officer Das was to be tabled to the May 22, 2019 meeting until the Board could receive documentation from the Sheriff's Office, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
4. Considered request from Fire Chief Landry Merkison to restore 54 hours of annual leave to **Firefighter Recruit Kenneth Thompson**.
  - a. Chairman Bartlett advised the Board would remove this request as it is covered within the Civil Service Rules and Regulations and the Fire Services would do what needed to be done to restore the 54 hours.
5. Considered request from **Joshua Nisoff, Fire and Emergency Services**, to release his sick leave reserve.
  - a. Fire Chief Landry Merkison presented the request in detail.
  - b. Fire Chief Merkison had no objection to the request from Fire Lieutenant Nisoff.
  - c. Human Resources Director Pamela Ambles explained to the Board about Workers Compensation Law and recommended Lt. Nisoff continue to use his sick leave until his issue was resolved.

- d. Chairman Bartlett advised the Board would vote on the record.
- e. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

6. Calendar Call.

- a. **Brenda Thomas (Sheriff's Office)** – Termination appeal filed August 2, 2018, regarding: “Termination of employment”. County requested continuance on April 3, 2019. Continuance was granted on April 4, 2019.

- i. Chairman Bartlett confirmed the continuance was granted on April 4, 2019.
- ii. County Attorney Pamela Everett spoke on behalf (as representative) for the Sheriff's Office. Brenda Thomas was in attendance.
- iii. The Board asked Ms. Thomas if she had any questions regarding the continuance. She had none.
- iv. Dr. Jackson questioned, “What provisions are being made with Chief Joseph Southerland's upcoming retirement in May”?
- v. Attorney Michelle Youngblood advised the Board Chief Southerland would be subpoenaed by Superior Court to testify, if necessary.
- vi. Attorney Youngblood recommended consider scheduling different departments other than the Sheriff's Office and Human Resources Director Ambles agreed with Attorney Youngblood.
- vii. A discussion regarding *Library* and *Probate* Court cases occurred.
- viii. The Board made a recommendation not to put any Sheriff's cases on the agenda until communication between the Sheriff's Office counsel and Human Resources to move forward and have available witnesses.

- b. **Heather Roscoe (Sheriff's Office)** – Demotion appeal filed March 29, 2018, regarding: “Demoted to the position of Correctional Officer”. County requested continuance on April 3, 2019. Continuance was granted on April 4, 2019.

- i. Chairman Bartlett confirmed the continuance was granted on April 4, 2019.
- ii. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve continuance, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

- c. **Grace Taylor (Sheriff's Office)** – Demotion appeal filed April 30, 2018, regarding: “Demoted”. County requested continuance on April 4, 2019. Continuance was granted on April 4, 2019.

- i. Chairman Bartlett confirmed the continuance was granted on April 4, 2019.
- ii. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve continuance, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

- d. **Gloria Mayo (Sheriff's Office)** – Demotion appeal filed July 5, 2018, regarding: “Demotion from Sergeant to Correctional Officer”. County requested continuance on April 4, 2019. Continuance was granted on April 4, 2019.
  - i. Chairman Bartlett confirmed the continuance was granted on April 4, 2019.
  - ii. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve continuance, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
  
- 7. Discussion items.
  - a. Confirmed meeting date(s) for May 2019.
    - i. The Board confirmed its next Regular Meeting date would be 9:00 a.m., on Wednesday, May 22, 2019.
  
  - b. Upcoming cases for May 22, 2019.
    - i. Chairman Bartlett confirmed the Board would hear the Melody Smith (Probate Court) appeal hearing on May 22, 2019.
    - ii. Chairman Bartlett confirmed the Board would hear the Klayt McKim (Police Department) appeal hearing on May 22, 2019.
    - iii. Chairman Bartlett confirmed the Board would hear the Colin Dube (Library) grievance hearing on May 22, 2019.
  
- 8. Executive Session (as needed).
  - a. None needed.
  
- 9. Other business.
  - a. Chairman Bartlett advised he was served electronically regarding the re-establishment of the Amended Certiorari Bond and Good Security regarding Rodney Williams vs Sheriff's Office Superior Court Appeal.

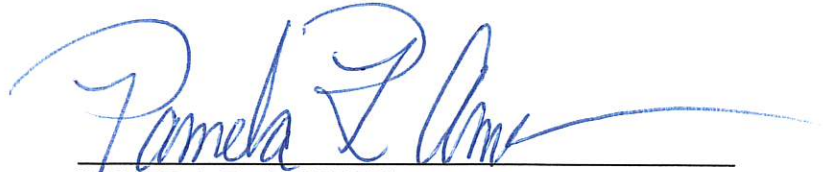
*Chairman Bartlett stated that all matters have been concluded and called for a motion to adjourn this meeting. Dr. Jackson made the motion to adjourn, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).*

*Meeting adjourned.*



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LARRY BARTLETT  
CHAIRMAN



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PAMELA R. AMBLES  
HUMAN RESOURCES DIRECTOR