

CIVIL SERVICE BOARD MEETING

DECEMBER 15, 2021

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, December 15, 2021, in-person and virtually via Zoom Video Communications.

Members present: Larry Bartlett, Chairman
 Troyce B. Lancaster, Vice-Chair
 K. Terrance Smith, Member
 Virginia Phillips-Hall, Member

 Dr. Cephus Jackson, Member

Members absent: None

Also present: Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Fred Zimmerman; County Attorney Michelle Youngblood; Fire Chief Landry Merkison; Fire Chief of Staff Laura Richardson; Senior Staff Attorney John O'Neal; Police Legal Advisor Kenneth Green; Tameeka Ulysse; Monique Kidd; Attorney Jake Knanishu; Brenda Thomas; Leonard Ekure; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:15 a.m.

Chairman Bartlett called for a motion to adopt the agenda for December 15, 2021. Vice-Chair Lancaster made the motion to approve the agenda with the exceptions to move item #8 (Civil Service Board's Decision regarding Vincent Handsford) to item #14 and add tentatively to item #9 (Officer Richard Massey leave without pay request, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

1. Considered for approval the Civil Service Board's Minutes for November 17, 2021.
 - 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 (5-0).

2. Consider for approval the Civil Service Board's Executive Session Minutes regarding Legal Matters held on November 17, 2021.
 - a. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the Executive Session Minutes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett called for a motion. Vice-Chair Lancaster made the motion to go into Executive Session for legal matters at 9:16 a.m., second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett noted Attorney Fred Zimmerman would be attending the Executive Session for legal counsel and Attorney Joe Harris would not be in attendance for today's meeting.

Chairman Bartlett called the meeting back in session at 10:12 a.m.

3. Considered for approval the Written Civil Service Board's Decision regarding **Leonard Ekure (Police Department)**, demotion appeal heard October 27, 2021. Date Decision Reached: October 27, 2021. [Denied – The Board voted unanimously 5-0]
 - a. Chairman Bartlett confirmed all the Board members signed Mr. Ekure's Decision on December 6, 2021.
 - b. Chairman Bartlett called for a motion Vice-Chair Lancaster made the motion to approve the Decision, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
4. Considered for approval the Written Civil Service Board's Decision regarding **Keon Hayward, Police Department**, termination appeal to be heard October 27, 2021. Date Decision Reached: October 27, 2021. [Dismissed – Appellant failed to report]
 - a. Chairman Bartlett confirmed all the Board members signed Mr. Hayward's Decision on December 6, 2021.
 - b. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the Decision, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
5. Considered for approval the Civil Service Board's Decision regarding Nadia Tompkins, Community Development, termination appeal to be heard November 17, 2021. Date Decision Reached: November 17, 2021. [Dismissed – Appellant failed to report]
 - a. Chairman Bartlett confirmed the Board signed Ms. Tompkins' Decision today, December 15, 2021.
 - b. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the Decision, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
6. Considered request from Police Chief Kevin Roberts for leave without pay for **Officer Richard Massey, Police Department**, for November 24, 2021 through December 3, 2021 tentatively. (Civil Service Board was polled and approved December 3, 2021 by Bartlett, Phillips-Hall, Jackson, Lancaster, and Smith)
 - a. Police Legal Advisor Kenneth Green presented the request to the Board in detail.
 - b. Chairman Bartlett asked if the Board had any questions. There were none.

- c. 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 (5-0).

7. Considered request from **Officer Richard Massey, Police Department**, for annual leave donation. (Civil Service Board was polled and approved December 3, 2021 by Bartlett, Phillips-Hall, Jackson, Lancaster, and Smith).
 - a. Police Legal Advisor Kenneth Green presented the request to the Board in detail.
 - b. Chairman Bartlett asked if the Board had any questions. There were none.
 - c. Chairman Bartlett called for a motion. Dr. Jackson made the motion to confirm the vote, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

8. Considered request from Human Resources Director Pamela Ambles to extend the probationary period of **Human Resources Assistant Mykeanna Dotson, Human Resources**, for six (6) months until July 2, 2022.
 - a. Human Resources Director Pamela Ambles presented the request to the Board in detail.
 - b. Chairman Bartlett asked if the Board had any questions. There were none.
 - c. Chairman Bartlett asked Mykeanna Dotson if she had any questions. There were none.
 - d. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

9. Considered request from **Tag/Title Supervisor Angela Moore, Tax Commissioner**, for annual leave donation. (Civil Service Board was polled and approved on December 9, 2021 by Bartlett, Lancaster, Jackson, and Smith)
 - a. Chairman Bartlett called for a motion. Dr. Jackson made the motion to confirm the vote, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

10. Calendar Call.

Chairman Bartlett announced prior to the calendar call, the Board went into Executive Session to discuss legal issues that were brought up by Civil Service Board Attorney Fred Zimmerman and based upon his advice, the Board entertain its motion to stay on all Sheriff's Office cases until further order by the Courts.

Chairman Bartlett called for a motion. Dr. Jackson made the motion to stay all cases involving the Sheriff's Office until a Code of Judication is made, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

- a. **Robin Stinnett (Superior Court)** – Termination appeal filed October 21, 2019, regarding: “Please see attached – Termination of Employment”. Attorney Keith Martin requested a continuance via email on December 6, 2021. The continuance request was granted on December 6, 2021.
 - i. Chairman Bartlett confirmed Human Resources Director Pamela Ambles granted Robin Stinnett’s continuance request on December 6, 2021.

- b. **Grace Taylor (Sheriff’s Office)** – Demotion appeal filed April 30, 2018, regarding: “Demoted”. Attorney Keith Martin requested a continuance via email on December 6, 2021. The continuance request was granted on December 6, 2021.
 - i. Chairman Bartlett confirmed Human Resources Director Pamela Ambles granted Grace Taylor’s continuance request on December 6, 2021.
 - ii. Chairman Bartlett stated the Board made a motion to stay all Sheriff’s Office cases.

- c. **Brenda Thomas (Sheriff’s Office)** – Termination appeal filed August 2, 2018, regarding: “Termination”. County Attorney Michelle Youngblood submitted Appellee’s Motion for Reconsideration of its Motion to Stay Proceedings on December 6, 2021.
 - i. County Attorney Michelle Youngblood requested a continuance on December 6, 2021, if needed.
 - ii. Chairman Bartlett asked Attorney Youngblood if she wanted to continue or withdraw the County’s request for reconsideration. Attorney Youngblood replied, the case has been mooted at this time.
 - iii. Attorney Jake Knanishu asked the Board for clarification on the scope of the stay in motion, the duration and what he has to do to get it over with.
 - iv. Chairman Bartlett stated the stay in motion was an order from the Federal Courts and the Board took the advice of Civil Service Board Attorney Fred Zimmerman and voted to stay all Sheriff’s cases until a decision has been made.

- d. **Monique Kidd (Sheriff’s Office)** – Termination appeal filed September 26, 2018, regarding: “I was wrongfully terminated from the Sheriff’s Office for failing to take a polygraph test during an Administrative Investigation which I willingly participated in. I refused to take a polygraph because the questions were criminal in nature, and they did not read my Miranda warning and refuse to let me invoke my constitutional rights”. County Attorney Michelle Youngblood submitted Appellee’s Motion for Reconsideration of its Motion to Stay Proceedings on December 6, 2021.
 - i. County Attorney Michelle Youngblood submitted an Appellee’s Motion to Stay Proceedings.

- ii. Chairman Bartlett confirmed the Board voted to stay all cases involving the Sheriff's Offices until further noticed.
 - e. **Tameeka Ulysse (Fire & E.M.S.)** – Suspension appeal filed August. 30, 2019 regarding: "Suspension".
 - i. Chairman Bartlett asked County Attorney Youngblood if County was ready to move forward. She replied in the affirmative.
 - ii. Chairman Bartlett asked Tameeka Ulysse if Appellant was ready to move forward. She replied in the affirmative.
 - iii. Chairman Bartlett stated Ms. Ulysse case would be the first case to be heard after calendar call.
 - f. **Shilet Stinfil (Police Department)** – 15-Day Suspension appeal filed November 11, 1029, regarding: "9.206(f) violation of any lawful or official regulation or order, 9.206(c) willful, wanton or culpable negligence resulting in hostility, CCPD S.O.P. A-5 use of force, section IV, A". Attorney Grady Dukes requested a continuance via email on December 1, 2021. The continuance request was granted on December 1, 2021.
 - i. Chairman Bartlett confirmed Shilet Stinfil case has been granted a continuance on December 1, 2021.
11. Considered for approval the Civil Service Board's Decision regarding **Vincent Handsford, Sheriff's Office**, demotion/leave without pay appeal to be heard November 17, 2021. Date Decision Reached: November 17, 2021. [Dismissed – Appellant failed to report]
- a. Chairman Bartlett confirmed the Decision has not been signed.
 - b. Chairman Bartlett called for a motion. Dr. Jackson made the motion to vacate the Decision and place the case back on the calendar for a later date, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
 - c. Chairman Bartlett confirmed the Board voted to stay all cases involving the Sheriff's Offices until further noticed.
12. Reserve Sick Leave Adjustment / Richard Vanderpool (Police Department).
- a. Synopsis: In 2020, the employee was approved to use intermittent FMLA to care for his mother. The employee was coded 80 hours of sick leave. Per Civil Service Rule 5.422, the employee should have been coded annual leave instead of sick leave. Human Resources is requesting to make the appropriate adjustments as reflected below to rectify the leave usage.
 - Reduce Reserve Leave by 80 Hours
 - Add 80 Hours to Current Sick Leave Bank

- i. Chairman Bartlett called for a motion. Dr. Jackson made the motion to adjust the reserve sick leave usage, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett called for a motion. Vice-Chair Lancaster made the motion for a break, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett called the meeting back in session at 10:38 a.m.

13. (Appeal) – **Tameeka Ulysse (Fire & E.M.S.)** – Suspension appeal filed August. 30, 2019 regarding: “Suspension”.
 - a. Chairman Bartlett asked if County was ready to proceed. County Attorney Michelle Youngblood replied in the affirmative.
 - b. Chairman Bartlett asked if Appellant was ready to proceed. Tameeka Ulysse replied in the affirmative.
 - c. Chairman Bartlett confirmed Assistant Fire Chief Laura Richardson would be representing Fire and Emergency Services.
 - d. Chairman Bartlett explained the hearing process to Tameeka Ulysse and noted Mr. Smith would be the timekeeper.
 - e. Chairman Bartlett confirmed there would be no sequestrations for the County and the Appellant. All witnesses would remain in the room.
 - f. County Attorney Michelle Youngblood presented County’s opening statement to the Board.
 - g. Tameeka Ulysse presented the Appellant’s opening statement to the Board.
 - h. County Attorney Youngblood roll-called all County’s witnesses present: Landry Merkison, Laura Richardson, Lawrence Adams, and Zach Botkin.
 - i. Tameeka Ulysse confirmed to the Board she would be representing herself.
 - j. Civil Service Board Attorney Fred Zimmerman swore in all witnesses that were present.
 - k. County Attorney Youngblood called witness Deputy Chief Zach Botkin to the witness stand. He stated his name, position, and tenure. Attorney Youngblood began questioning Deputy Chief Botkin. Deputy Chief Botkin responded in detail to all questions posed by County Attorney Youngblood.

- l. Ms. Ulysse began cross-examination of Deputy Chief Botkin. Deputy Chief Botkin responded in detail to all questions posed by Ms. Ulysse. County Attorney Youngblood objected to Ms. Ulysse making a statement not asking a question. Chairman Bartlett sustained the objection.
- m. The Board began questioning Deputy Chief Botkin. He responded in detail to all questions posed by the Board. Chairman Bartlett asked the Board if there were any other questions for Deputy Chief Botkin. There were none.
- n. Chairman Bartlett dismissed Deputy Chief Botkin from the witness stand. Deputy Chief Botkin was held for rebuttal.
- o. County Attorney Youngblood called witness Captain Lawrence Adams to the witness stand. He stated his name, position, and tenure. Attorney Youngblood began questioning Captain Adams. Captain Adams responded in detail to all questions posed by County Attorney Youngblood. County Attorney Youngblood mentioned County's Exhibit C-5.
- p. Ms. Ulysse began cross-examination of Captain Adams. Captain Adams responded in detail to all questions posed by Ms. Ulysse.
- q. The Board began questioning Captain Adams. He responded in detail to all questions posed by the Board. Chairman Bartlett asked the Board if there were any other questions for Captain Adams. There were none.
- r. Chairman Bartlett dismissed Captain Adams from the witness stand. Captain Adams was held for rebuttal.
- s. County Attorney Youngblood called witness Lieutenant Lars Kuhr to the witness stand. He stated his name, position, and tenure. Attorney Youngblood began questioning Lieutenant Kuhr. Lieutenant Kuhr responded in detail to all questions posed by County Attorney Youngblood. County Attorney Youngblood mentioned County's Exhibit C-5.
- t. Ms. Ulysse began cross-examination of Lieutenant Kuhr. Lieutenant Kuhr responded in detail to all questions posed by Ms. Ulysse.
- u. The Board began questioning Lieutenant Kuhr. He responded in detail to all questions posed by the Board. Chairman Bartlett asked the Board if there were any other questions for Lieutenant Kuhr. There were none.
- v. Chairman Bartlett dismissed Lieutenant Kuhr from the witness stand. Lieutenant Kuhr was held for rebuttal.
- w. County Attorney Youngblood called witness Fire Chief of Staff Laura Richardson to the witness stand. She stated her name, position, and tenure. Attorney

Youngblood began questioning Fire Chief of Staff Richardson. Fire Chief of Staff Richardson responded in detail to all questions posed by County Attorney Youngblood. County Attorney Youngblood mentioned County's Exhibit C-6.

- x. Ms. Ulysse had no questions for Fire Chief of Staff Richardson.
- y. The Board had no questions for Fire Chief of Staff Richardson.
- z. Chairman Bartlett dismissed Fire Chief of Staff Richardson from the witness stand.
- aa. County Attorney Youngblood called witness Fire Chief Landry Merkison to the witness stand. He stated his name, position, and tenure. Attorney Youngblood began questioning Fire Chief Merkison. Fire Chief Merkison responded in detail to all questions posed by County Attorney Youngblood. County Attorney Youngblood mentioned County's Exhibits C-4, C-5, and C-7.
- bb. Ms. Ulysse had no questions for Fire Chief Merkison.
- cc. The Board began questioning Fire Chief Merkison. He responded in detail to all questions posed by the Board. Chairman Bartlett asked the Board if there were any other questions for Fire Chief Merkison. There were none.
- dd. Chairman Bartlett dismissed Fire Chief Merkison from the witness stand. Fire Chief Merkison was held for rebuttal.
- ee. County Attorney Youngblood tendered County's Exhibits C-4, C-5, C-6, and C-7. Ms. Ulysse had no objections.
- ff. Chairman Bartlett confirmed Ms. Ulysse was sworn in by Civil Service Board Attorney Fred Zimmerman.
- gg. Ms. Ulysse presented her testimony to the Board.
- hh. County Attorney Youngblood began cross-examination of Appellant Ms. Ulysse. Ms. Ulysse responded in detail to all questions posed by County Attorney Youngblood.
- ii. The Board began questioning Ms. Ulysse. She responded in detail to all questions posed by the Board. Chairman Bartlett asked the Board if there were any other questions for Ms. Ulysse. There were none.
- jj. Ms. Ulysse rested her case.
- kk. County Attorney Youngblood called rebuttal witness Captain Lawrence Adams to the witness stand. Captain Adams responded in detail to all questions posed by County Attorney Youngblood.

- ll. Ms. Ulysse had no questions for Captain Adams.
- mm. The Board had no questions for Captain Adams. The Board dismissed Captain Adams from the witness stand.
- nn. [TIME CHECKED] Mr. Smith stated the County had used 21 minutes and 56 seconds.
- oo. County Attorney Youngblood called rebuttal witness Lieutenant Lars Kuhr to the witness stand. Lieutenant Kuhr responded in detail to all questions posed by County Attorney Youngblood.
- pp. Ms. Ulysse had no questions for Lieutenant Kuhr.
- qq. The Board had no questions for Lieutenant Kuhr. The Board dismissed Lieutenant Kuhr from the witness stand.
- rr. County Attorney Youngblood had no additional rebuttal witnesses. The County rested.
- ss. Ms. Ulysse confirmed to the Board she had no additional witnesses.
- tt. Chairman Bartlett called for a motion. Dr. Jackson made the motion to take a break, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
- uu. Chairman Bartlett released all witnesses present.
- vv. Chairman Bartlett called the meeting back in session at 12:48 p.m.
- ww. Chairman Bartlett mentioned the County reserved the right to close last.
- xx. Ms. Ulysse presented her closing arguments to the Board.
- yy. County Attorney Youngblood presented the County's closing arguments to the Board.
- zz. Chairman Bartlett called for a motion to adjourn into Executive Session to discuss *Tameeka Ulysse (Fire & E.M.S.) – Suspension* appeal filed August. 30, 2019 regarding: "Suspension". Dr. Jackson made the motion to adjourn into Executive Session, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
- aaa. Chairman Bartlett called the meeting back in session at 1:30 p.m.

- bbb. Chairman Bartlett called for a motion regarding: Tameeka Ulysse (Fire & E.M.S.) – Suspension appeal filed August. 30, 2019 regarding: “Suspension”. Dr. Jackson made the motion to uphold the County’s decision for suspension, second by Mr. Smith. No further discussion on the motion made. Motion carried by a majority vote of (3-2).

- 13. Discussion items.
 - a. Confirmed meeting date(s) for January 2022.
 - i. Chairman Bartlett confirmed its next Regular Called Meeting date would be January 26, 2022.

 - b. Upcoming cases for January 26, 2022.
 - i. Robin Stinnett (Superior Court) – Termination
 - ii. Shilet Stinfil (Police Department) – 15-Day Suspension
 - iii. Cassandra Dorismond (Internal Audit) – Termination
 - iv. Charisse Willis (Transportation & Development/Fleet) – Termination
 - v. DeRonald Davis (Police Department) – Termination
 - vi. Human Resources Director Pamela Ambles confirmed the close of business day the date deadlines for January 26, 2022 meeting would be January 7th for Witness List, January 12th for Exhibits, and January 18th for the Continuance Request.
 - vii. Human Resources Director Pamela Ambles stated Human Resources would target for more than one case starting in February.
 - viii. Human Resources Director Pamela Ambles announced Human Resources had moved to the Jonesboro Historical Courthouse-2nd Floor. The address is 121 South McDonough Street, Jonesboro, Georgia.
 - ix. Human Resources Director Pamela Ambles stated the Rewrite Committee will target to reconvene at the end of February or the beginning of March.

 - c. Civil Service Board – Post 3 Nomination.
 - i. Human Resources Director Pamela Ambles stated Troyce Lancaster has been re-nominated unanimously by the Constitutional Officers of Clayton County to serve as the Civil Service Board Member to represent Post 3. (Tax Commissioner Terry Baskin, Judge Pamela Ferguson, District Attorney Tasha Mosley, and Clerk Jacqueline Wills, and Sheriff Victor Hill (Did Not Participate)).

- 14. Executive Session (as needed).
 - a. None needed.

15. Other business.


a. There was no other business.

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 (5-0).

Meeting adjourned.



LARRY BARTLETT
CHAIRMAN



PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR