

REGULAR CALLED CIVIL SERVICE BOARD MEETING

JUNE 3, 2015

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, June 3, 2015, in the Commissioners' Board Room.

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

Also present: Human Resources 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; Fire/Chief Operations Officer David King; 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.

Chairman Bartlett called the meeting to order at 9:07 a.m.

Chairman Bartlett called for a motion to adopt the agenda. Mr. Trimble made the motion with the following changes: move item #9 to 3a and add an item 10a (Sick Leave Request), second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.

1. Considered for approval the Civil Service Board's Meeting Minutes held on May 6, 2015.
 - a. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the Minutes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.

2. Considered request from Fire Chief Landry Merkison to extend the probationary period of Omonte Ross, for six months.
 - a. Deputy Chief David King presented the request in detail.
 - b. There were no other questions from the Board.

- c. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the request, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote.
3. 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 in attendance*)
 - 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
4. Considered request form Stephen M. Jenkins, Building and Maintenance, to receive annual leave donation.
- a. Human Resources Director Renee Bright confirmed the request met all requirements.
 - b. Chairman Bartlett asked if Mr. Jenkins was present. He was not in attendance.
 - c. Chairman Bartlett called for a motion. Mr. Trimble 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. Considered 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).
 - a. Police Department Legal Advisor Kenneth Green presented the request in detail.
 - b. HR Director Bright updated the Board regarding the Board of Commissioners' budgetary process.
 - c. A discussion among the Board, HR Director Bright and Mr. Green occurred regarding employees only receiving credit for 6 months of probation even if they serve in this provisional capacity for longer than 12 months.
 - d. Chairman Bartlett called for a motion to recommend a change to the Re-Write Committee and Board of Commissioners. Mr. Trimble made the motion, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote.
 - e. Chairman Bartlett called for a motion to approve the provisional appointments listed. Mr. Trimble made the motion to approve, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
6. Considered request from Police Chief Gregory Porter to extend the probationary period of James T. Oliver, Jr., for six months (until December 30, 2015).
 - a. Mr. Green presented the request in detail.
 - b. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
7. Considered request from Police Chief Gregory Porter to extend the promotional probation of Andre Jackson, for six months (until December 28, 2015).
 - a. Mr. Green presented the request in detail.
 - b. Captain Andre Jackson was present and addressed the Board in detail.
 - c. Chairman Bartlett explained to Captain Jackson that there were two options: (1) revert back to last civil service position or (2) termination.
 - d. Captain Jackson stated he wanted to be heard for the record and judged on his merit.

- e. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the request, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote.
 - f. The Board commended Captain Jackson and wished him good luck.
8. Considered request from Edward Murphy, Jr., Transportation and Development, for annual leave donation.
- a. HR Director Bright confirmed the request met all requirements.
 - b. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
9. Considered the request from Regina Yawn, Central Services to use sick leave for the care of her Father.
- a. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Mr. Trimble. No further discussion on the motion made. Motion carried by unanimous vote.
10. Calendar Call.
- a. **Terry Lee, Sheriff's Office** – Termination Appeal filed February 23, 2012. Attorney Keith Martin's request for continuance due to court conflicts was granted.
 - i. Appellant, Terry Lee and his attorney, Keith Martin were in attendance.
 - ii. County Attorney Michelle Youngblood advised there was an agreement in principle.
 - iii. Attorney Martin said the agreement needed calculations and explained in detail that they have not been provided nor seen.
 - iv. County Attorney Michelle Youngblood advised the document would be revised and provided.
 - v. Chairman Bartlett made the motion to continue this matter based on pending agreement to settle, second by Mr. Trimble. No further discussion on the motion made. Motion carried by unanimous vote.
 - 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. HR Director Bright confirmed there was.
 - iii. Attorney Youngblood advised the County did not oppose the request.
 - iv. Chairman Bartlett confirmed the case was continued.
- c. **Ronnie B. Wyatt, Sheriff's Office** – Termination Appeal filed June 8, 2012. Attorney Keith Martin's request for continuance due to court conflicts was granted.
- i. Attorney Youngblood advised the Board that one of the County's witnesses was not present and asked for a continuance.
 - ii. Attorney Martin stated he was not prepared as one of the Appellant's witnesses was not present as well, namely, Sheriff Victor Hill.
 - iii. Chairman Bartlett stated since both sides asked for a continuance, the case would be continued.
 - iv. Attorney Martin interjected that he was willing to move forward and had not asked for a continuance and explained that Sheriff Hill is a "fact" witness and that there could not be a "stand-in" for him and explained in detail.
 - v. Chairman Bartlett asked Civil Service Board Attorney Joe Harris if hearsay would be allowed in some testimony.
 - vi. Attorney Harris responded in detail.
 - vii. Chairman Bartlett called for a motion regarding the County's continuance request. Mr. Trimble made the motion to continue the case, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote.
 - viii. A discussion between the Board and Attorney Martin occurred regarding the joining of the St. Louis and Wyatt matter.
 - ix. Attorney Martin stated he would not want a joint hearing and explained in detail.
- d. **Beverly Proia, Solicitor General** – Termination Appeal filed January 22, 2013.
- i. Attorney Youngblood advised the Board she was ready to proceed.

- ii. Solicitor General Tasha Mosley stated she was present and ready.
- iii. Chairman Bartlett asked if Ms. Proia was present. She was not in attendance.
- iv. The Board asked its secretary how Ms. Proia was notified and if her office had any contact with her.
- v. HR Director Bright advised the notification was sent regular mail, certified mail, which was signed by "S. Martin" and that her office tried to contact Ms. Proia at the number provided on her Appeal Form, but its voicemail had not been set up.
- vi. Attorney Youngblood made the motion to have the appeal dismissed.
- vii. Chairman Bartlett called for a motion. Mr. Trimble made the motion to dismiss the appeal, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote.

11. Discussion items.

- a. Selected meeting date(s) for July 2015.
 - i. The Board agreed to meet July 1, 2015, as its Regular Meeting date.
- b. Selected meeting date(s) for August 2015.
 - i. The Board agreed to meet August 5, 2015, as its Regular Meeting date.

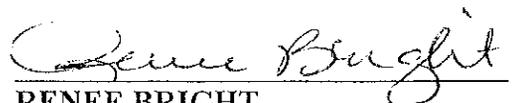
12. Other business.

- a. HR Director Bright advised that the Civil Service Re-Write Committee was gearing up to meet again.

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

Meeting adjourned.


LARRY A. BARTLETT
CHAIRMAN


RENEE BRIGHT
HUMAN RESOURCES DIRECTOR