

# *CIVIL SERVICE BOARD MEETING POST SUMMARY*



*June 27, 2018*

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

**Member Absent:**            **J. Mark Trimble, Member**

**Others Present:**            **Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; Police Chief Kevin Roberts; Police Department Legal Advisor Kenneth Green; Transportation & Development Director Jeff Metarko; County Attorney Pamela Everett; Charles Greene; Brushawn Washington; various employees from County departments; and other individuals.**

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1. The meeting was called to order at 9:16 a.m.
2. Chairman Bartlett called for a motion to adopt the June 27, 2018 agenda. Vice-Chair Lancaster made a motion to amend as follows: 14A and 14B were moved to 12B and 12C. 12A was added - request from **Gary Bates, Community Development**, for annual leave donation.
3. The Civil Service Board's Meeting Minutes held February 1, 2018, was approved.
4. The Civil Service Board's Meeting Minutes held May 16, 2018, was approved.
5. The request from Police Chief Kevin Roberts to extend the probationary period of **Jakierra Bennett, 911 Communications Center**, for an additional six (6) months was approved.
6. The request from Police Chief Kevin Roberts to extend the probationary period of **Cherrard Jackson, Police Department**, for an additional six (6) months (until December 23, 2018) was approved.
7. The request from **Klayt McKim, Police Department**, to use sick leave in lieu of annual leave for the care of his Father (to be made retroactive) was approved.

8. The request from Parks & Recreation Director Troy Hodges, to extend the probationary period of **Shada Starr**, for an additional three (3) months was approved.
9. The request from Interim Superior and State Court Administrator Dr. Will Simmons, to extend the probationary period of **Willie Finch**, for an additional six (6) months was amended and approved for an additional three (3) months.
10. The request from Interim Superior and State Court Administrator Dr. Will Simmons to extend the probationary period of **Kathleen Rose Sterne**, for an additional six (6) months was amended and approved for an additional three (3) months.
11. The request from Fire Chief Landry Merkison to extend the probationary period of **Keon Carter** for an additional six (6) months was approved.
12. The request from Fire Chief Landry Merkison to extend the probationary period of **Jesse Groover** for an additional six (6) months was approved.
13. The request from Deputy Chief Operating Officer Alex Cohilas, for annual leave donation for **Gary Bates, Community Development**, was approved.
14. Human Resources Director Pamela Ambles apprised the Civil Service Board (informational purposes) of the Board of Commissioners' potential transfer of two (2) positions from Economic Development to the Development Authority of Clayton County. Chairman Bartlett stated for the record, "consider the Civil Service Board informed."
15. The request from Human Resources Director Pamela Ambles to consider **Phong Nguyen, Fire Department**, for Civil Service status was approved.
16. Calendar Call.
  - a. **Dorian Greene (Transportation & Development)** – Appeal filed September 18, 2017, regarding: "Termination".
    - i. The Board heard the appeal and voted unanimously to uphold the Department's decision to terminate.
  - b. **Brushawn Washington (Police Department)** – Appeal filed November 17, 2017, regarding: "Termination".
    - i. The Board heard the appeal and voted unanimously to uphold the Department's decision to terminate.

- c. **Vannakhan Souwan (Police Department)** – Appeal filed January 11, 2018, regarding: “Suspension of 10 days”. Attorney Grady Dukes requested a continuance on May 29, 2018. The request was granted on June 1, 2018.
  - i. The Board confirmed the appeal was continued.
- d. **Thomas Crump (Corrections Department/Prison)** – Appeal filed January 11, 2018, regarding: “One day suspension on January 8, 2018”.
  - i. HR Director Pamela Ambles advised that an agreement was made with Mr. Crump and he would be paid for one (1) day suspension and the appeal would be withdrawn.
- e. **Salim Gordon (Corrections Department/Prison)** – Grievance filed February 1, 2018, regarding: “Retaliation harassment and hostile work environment.”
  - i. County Attorney Pamela Everett requested Mr. Gordon be excused to go back to work and advised the Board would call him if he was needed.
  - ii. Chairman Bartlett advised the case would be “on-call”. HR Director Ambles or County Attorney Everett would call Mr. Gordon and/or witnesses. Mr. Gordon and all Police Department witnesses were released.

17. Discussion items.

- a. Proposal to BOC – Civil Service Rule Change regarding C.S.R. 11.310.
  - i. County Attorney Everett advised she did not believe the Board had the authority to make the change, and, that it exceeded the Civil Service Board’s authority to change the policy.
  - ii. After a lengthy discussion, Chairman Bartlett advised the Board would like for Civil Service Board Attorney Joe Harris to take the proposed Civil Service Policy to the Board of Commissioners.
- b. Confirm meeting date(s) for July 2018.
  - i. The Board confirmed its next meeting date would be Wednesday, July 25, 2018.
- c. Upcoming cases for July 2018.
  - i. The Board confirmed the *Souwan* appeal was continued.
  - ii. The Board requested the following cases be placed on the July 25, 2018, agenda: *Vannakhan Souwan and Salim Gordon*.

18. Other business.

- a. Considered for approval the Civil Service Board's Decision regarding **Errol Clark (Police Department)** – Appeal filed September 28, 2017, regarding: “Termination”.
  - i. The Civil Service Board approved its Decision.
- b. Considered for approval the Civil Service Board's Decision regarding **Monique Smith (District Attorney)** - Appeal filed November 8, 2017, regarding: “Demotion to lower position”.
  - i. The Civil Service Board approved its Decision.

19. Adjournment.