

CIVIL SERVICE BOARD MEETING

FEBRUARY 26, 2020

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, February 26, 2020, in the Commissioners' Board Room.

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

Member absent: Dr. Cephus Jackson, Member

Also present: Human Resources Ryan Shaw and staff; Civil Service Board Attorney Joe Harris; Police Legal Advisor Kenneth Green; Pension Manager Kerri Hathaway; County Attorney Michelle Youngblood; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:09 a.m.

Chairman Bartlett called for a motion to adopt the February 26, 2020 agenda. Vice-Chair Lancaster made the motion to adopt the agenda, second by Ms. Phillips-Hall. Dr. Jackson was not present at this meeting. No further discussion on the motion made. Motion carried by a vote (4-0).

1. Considered the Civil Service Board's Meeting Minutes held on January 22, 2020.
 - a. Chairman Bartlett called for a motion. Vice-Chair Lancaster made the motion to approve the Minutes, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by a vote (4-0).

2. Considered request from Pension Manager Kerri Hathaway to extend the probationary period of **Kathy Stargell-Clark, Finance**, for an additional six (6) months.
 - a. Pension Manager Kerri Hathaway presented request to the Board in detail.
 - b. Kathy Stargell-Clark was not present.
 - c. Chairman Bartlett presented letter from Ms. Stargell-Clark and provided a copy to Ms. Hathaway.
 - d. The Board questioned Ms. Hathaway. Ms. Hathaway responded in detail.
 - e. Chairman Bartlett recommended Human Resources get more involved with probation extensions and explain to employees the possible results.
 - f. Chairman Bartlett called for a motion. K. Terrance Smith made the motion to approve the request, second by Ms. Phillips-Hall. Discussion on the motion made. K. Terrance questioned Ms. Hathaway. She responded in detail. Motion carried by a vote (4-0).

3. Considered request from Chief of Police Kevin Roberts to extend the promotional probationary period of **Lieutenant Kevin Hughes, Police Department** for six (6) months until September 22, 2020.
 - a. Police Legal Advisor Kenneth Green presented request to the Board in detail.
 - b. Mr. Green advised the Board Chief of Police Kevin Roberts had no objections to the request.
 - c. The Board questioned Mr. Green. Mr. Green responded in detail.
 - d. The Board had no other questions for Mr. Green.
 - e. Chairman Bartlett called for a motion. Vice-Chair Lancaster 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).

4. Considered request from **Darlene Johnson-Riggins, Solicitor General**, for annual leave donation.
 - a. Chairman Bartlett presented request to the Board.
 - b. Darlene Johnson-Riggins was not present and no representative from the Solicitor General's office was present.
 - c. K.Terrance Smith questioned the Board. The Board responded in detail.
 - d. Chairman Bartlett called for a motion. Ms. Phillips-Hall made the motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

5. Calendar call.
 - a. County Attorney Michelle Youngblood and Civil Service Board Attorney Joe Harris advised the Board they had no information regarding the *Rodney Williams case* in Appellate Court.
 - b. Chairman Bartlett stated the Board needed a solution in moving forward with the appeals that were backlogged.

6. Discussion items.
 - a. Confirmed meeting date(s) for March 2020
 - i. The Board confirmed its next Regular Meeting date would be 9 a.m. on Wednesday, March 25, 2020.
 - b. Chairman Bartlett confirmed there would be no cases for the March 25, 2020 meeting.

7. Executive Session (as needed).
 - i. None needed.

8. Other business.

- a. Chairman Bartlett advised the Re-write Committee would meet after the Civil Service Board meeting today.

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

Meeting adjourned.



LARRY BARTLETT
CHAIRMAN



PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR