

CIVIL SERVICE BOARD MEETING POST SUMMARY



January 25, 2017

Members Present:

**Larry A. Bartlett, Chairman
Virginia Phillips-Hall, Member
Troyce Lancaster, Vice-Chair
Dr. Cephus Jackson, Member
J. Mark Trimble, Member**

Others Present:

Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; Police Department Legal Advisor Kenneth Green; County Attorney Michelle Youngblood; Sheriff's Office Captain Robert Pauls; Solicitor General Tasha Mosley; E-911 Director Gregory Porter; Parks and Recreation Director Troy Hodges; Central Services Director Carol Rogers; Risk Administrator Betty Walker; Tax Commissioner Office Manager Danielle Smith; Benjamin Oye; Andrew White; Thomas Sheats; various employees from County departments; and other individuals.

1. The meeting was called to order at 9:11 a.m.
2. The Board amended and approved the agenda to include: Benjamin Oye (Central Services) probation extension as Item 14a.
3. Human Resources Director Pamela Ambles presented the 2016 Civil Service Board Election results (certified by Elections Director Shauna Dozier) for the record: Larry Bartlett and John Mark Trimble were re-elected. The Board of Commissioners ratified the results on January 17, 2017.
4. The Civil Service Board elected Larry Bartlett as Chair and Troyce Lancaster as Vice-Chair. Both were approved.
5. The Civil Service Board's Meeting Minutes held on December 7, 2016 was approved.
6. The Executive Session Minutes regarding **Jason Foster, Sheriff's Office**, Three-Day suspension appeal heard December 7, 2016, was approved.

7. The Executive Session Minutes regarding **Jason Foster, Sheriff's Office**, Twelve-Day suspension appeal heard December 7, 2016, was approved.
8. The Civil Service Board's Decision regarding **Jason Foster, Sheriff's Office**, Three-Day and Twelve-Day suspension appeals heard December 7, 2016, was approved.
9. The Civil Service Board's Decision regarding **Sharon Pauls, Solicitor General**, appeal called December 7, 2016, was approved.
10. The request from Director of Central Services Carol Rogers to extend the probationary period of **Phyllis F. Stewart**, for an additional six (6) months (until July 24, 2017), was approved.
11. The request from the Sheriff's Office to extend the probationary period of **Kenyatta Kelechi**, for an additional six (6) months was approved.
12. The request from **Dorothy Smyre, Sheriff's Office**, for annual leave donation. (The Board was polled and approved request on December 19, 2016). The approval was read onto the Board's record at its January 25, 2017, meeting.
13. The request from **Falisha Smith, Finance Department**, for annual leave donation. (The Board was polled and approved request on January 9, 2017). The approval was read onto the Board's record at its January 25, 2017, meeting.
14. The request from **Tawana Thomas, Tax Commissioner**, for annual leave donation. (The Board was polled and approved request on January 9, 2017). The approval was read onto the Board's record at its January 25, 2017, meeting.
15. The request from Director of Central Services Carol Rogers to extend the probationary period of **Benjamin Oye**, for an additional six (6) months (until August 15, 2017), was approved.
16. Calendar Call.
 - a. **Andrew White (Sheriff's Office)** – Appeal filed January 10, 2014, regarding: “My termination due to untruthfulness and neglect of duty”. The Appellant and County both have court conflicts - neither side has requested a continuance.
 - i. The Board continued Andrew White's appeal due to Attorney Keith Martin attending a court hearing in Magistrate Court and was unable to attend today's meeting before 10:30 a.m.
 - ii. The Board checked everyone's availability for February 15, 2017 (who were present), namely: Attorney Joe Harris, County Attorney Michelle Youngblood and Andrew White. Everyone was available.
 - iii. The Board agreed to set a Special Called Meeting on February 15th (subject to Attorney Martin's calendar). If Attorney Martin had a conflict for February 15, 2017, the Board would hear Mr. White's appeal on February 22, 2017 (the Regular Meeting date).

- b. **Thomas J. Sheats (Police/Administration)** – Appeal filed July 17, 2014, regarding: “The termination of my employment from the Clayton County Police Department and Clayton County Government, effective July 10, 2014”. The Appellant and County both have court conflicts - neither side has requested a continuance.
 - i. The Board continued Mr. Sheats appeal until a future agenda due to Attorney Martin attending a court hearing in Magistrate Court and unable to attend today’s meeting. (Note: If Attorney Martin arrived, the Board would hear the appeal filed by Andrew White (who is also represented by Attorney Martin)).
- c. **Joshua Nicholson Sr. (Police/Administration)** – Appeal filed January 8, 2016, regarding: “Termination”. Joshua Nicholson withdrew his appeal via e-mail on December 22, 2016.
 - i. The Board confirmed Mr. Nicholson withdrew his appeal via e-mail on December 22, 2016 and requested the removal of his appeal from the Civil Service log.
- d. **Latangela James (Probate Court)** – Appeal filed January 20, 2016, regarding: “Termination”. The County submitted a request for continuance on January 4, 2017. The request was granted on January 9, 2017.
 - i. The Board confirmed the County’s request for continuance was granted due to Judge Ferguson’s unavailability.
 - ii. County Attorney Youngblood advised the Board Ms. James was not represented by Attorney Stephen Mixon.

17. Discussion items.

- a. Additional meeting date for February 2017.
 - i. The Board did not make a motion to add an additional meeting date for February 2017.
 - ii. The Board confirmed the next Regular Meeting date as Wednesday, February 22, 2017.

18. Upcoming Cases.

- a. The Board asked that the following cases be placed on the February 22, 2017, agenda: Andrew White (if Attorney Martin was unavailable on February 15, 2017), Thomas Sheats, and James Reeves.
 - i. HR Director Ambles advised the Board of the strategy being used in placing cases on the calendar.
 - ii. Board member, Mr. Trimble, assured Mr. White, that his appeal would be first, as he has been extremely patient.

19. Other business.

a. Civil Service Rules Change – 7.301

- i. Civil Service Board Attorney Joe Harris advised the Board the revised Rule had not been submitted to the BOC.
- ii. The Board requested the Rule and its memorandum be sent to the BOC.
- iii. A discussion regarding the deadline for the BOC receiving the change is today, January 25, 2017.
- iv. HR Director Ambles advised the Board, COO Detrick Stanford would work with Human Resources in overriding the deadline, if needed.

b. **Andrew White (Sheriff's Office)** - Appeal filed January 10, 2014, regarding: "My termination due to untruthfulness and neglect of duty".

- i. The Board took a break to allow Attorney Keith Martin an opportunity to appear.
- ii. Chairman Bartlett noted for the record: Captain Keith McLaughlin stated Attorney Martin's hearing had just started.
- iii. Chairman Bartlett read the last three lines of Attorney Martin's conflict letter in part, stating that he expected the hearing to take several hours.
- iv. Chairman Bartlett stated the Regular Meeting would be February 22, 2017, for business and a Special Called Meeting would be February 15, 2017, to hear Andrew White (Sheriff's Office) appeal.
- v. The cases the Board asked to be notified were as follows: Latangela James; James Reeves; Laterral Francis; and Thomas Sheats.
- vi. The Board approved the motion to continue Andrew White (Sheriff's Office) appeal hearing.

20. Adjournment.