

CIVIL SERVICE BOARD MEETING POST SUMMARY



March 22, 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; Tax Commissioner Terry Baskin; Attorney Keith Martin; Elections Director Shauna Dozier; Chief Financial Officer Ramona Bivins; County Attorney Michelle Youngblood; Tax Commissioner Office Manager Danielle Smith; Director of Juvenile Court Operations John Johnson III; Information Technology Director Jason Brookins; Attorney James Radford; Sheriff's Office Assistant Chief Deputy Shawn Southerland; Finance Accounts Payable Manager Joe Roberts; Brenda French; Cora Butler; Laterral Francis; Andrew White; Thomas Sheats; various employees from County departments; and other individuals.

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1. The meeting was called to order at 9:14 a.m.
 2. The Board adopted the agenda.
 3. The Civil Service Board's Meeting Minutes held on February 22, 2017, was approved.
 4. The Civil Service Board's Decision regarding **Latangela James, Probate Court**, termination appeal called at the February 22, 2017 meeting was approved.
 5. The request from Chief Financial Officer Ramona Bivins to extend the probationary period of **Cora Butler**, for an additional six (6) months was approved.
 6. The request from Chief Financial Officer Ramona Bivins to extend the probationary period of **Angel Nguyen**, for an additional six (6) months was approved.

7. The request from **Requeral Stoutamire, Juvenile Court**, to receive annual leave donation was approved. (The Board was polled and approved on March 8, 2017.)
8. The request from **Jessica Mejia, Tax Commissioner**, to receive annual leave donation was approved. (The Board was polled and approved on March 8, 2017.)
9. Calendar Call.
 - a. **Andrew White (Sheriff's Office)** – Appeal filed January 10, 2014, regarding: “My termination due to untruthfulness and neglect of duty”.
 - i. The Board heard the appeal hearing and voted unanimously to uphold the department’s decision to terminate.
 - b. **James Reeves (Information Technology)** – Appeal filed April 22, 2016, regarding: “Suspension on April 12, 2016”.
 - i. Mr. James Reeves was not in attendance when his appeal hearing was called.
 - ii. The County motioned for a Dismissal.
 - iii. The Board voted unanimously to dismiss Mr. Reeves’ suspension appeal.
 - c. **Brenda French (Tax Commissioner)** – Appeal filed April 25, 2016, regarding: “Termination”.
 - i. The Board excused all parties and continued Ms. French’s appeal hearing to its April agenda.
 - d. **Laterrial Francis (Elections & Registration)** – Appeal filed May 27, 2016, regarding: Two-day suspension.
 - i. The Board released Elections Director Shauna Dozier for family medical reasons.
 - ii. Ms. Francis requested an extension to submit her exhibits. The Board extended Ms. Francis’ deadline to 1 p.m., on March 31, 2017.
 - iii. The County requested it be allowed to submit exhibits in response. The Board extended the County’s deadline to 1 p.m., on April 7, 2017.
 - iv. The Board excused all parties and continued Ms. Francis’ appeal hearing to its April agenda.
10. Discussion items.
 - a. Special Called Meeting – March 30, 2017.
 - i. The Board voted unanimously to cancel its Special Called Meeting scheduled for Thursday, March 30, 2017.

- b. Additional meeting date for April 2017.
 - i. The Board did not vote on an additional date but confirmed the next Regular Meeting date as Wednesday, April 26, 2017.
- 11. Upcoming Cases.
 - a. Chairman Bartlett asked Human Resources Director Pamela Ambles to place enough cases on the agenda to be heard on its April agenda.
- 12. Other business.
 - a. None.
- 13. Adjournment.