

CIVIL SERVICE BOARD MEETING POST SUMMARY



May 6, 2015

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 Manager Tamara Duggans and staff; County Attorney Michelle Youngblood; Civil Service Board Attorney Joe Harris; Police Department Legal Advisor Kenneth Green; Chief of Staff/Magistrate Court Dionne Dixon; various employees from County departments; and other individuals.**

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1. The meeting was called to order at 9:10 a.m.
 2. The Board adopted the agenda.
 3. The Civil Service Board's Meeting Minutes held on April 1, 2015, was approved.
 4. The Civil Service Board's Executive Session Minutes for Michael Brayton, Benjamin Hernandez and Richard Meehan, Police Department, held on April 1, 2015, were approved.
 5. The Civil Service Board's Executive Session Minutes for the Barry O. Cauthen, Sheriff's Office, termination appeal heard on April 1, 2015, was approved.
 6. The Civil Service Board's Decision regarding the Barry O. Cauthen, Sheriff's Office, termination appeal was approved.
 7. Request from Valencia V. Dillon, Magistrate Court, for use of sick leave to care for parent was approved.
 8. Request from Julie Hancock, IT Department, to release sick leave hours from sick leave reserve was approved.

9. Request from Police Chief Gregory Porter to extend the provisional appointments of the following for an additional 180 days: Erin Sawyer, Tunisha Billups and Joe Mack Eckler (provisionally appointed to Sergeant) and Eric Arroyo and William Lytton (provisionally appointed to Lieutenant) was approved.
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, was not in attendance.
 - ii. Chairman Bartlett stated Mr. Lee's appeal would be placed on the Board's June agenda.
 - 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 mentioned the email sent to Ms. Jeffers from Attorney Florio whereby he gave exception to his court conflict being considered a continuance and explained in detail. (Note: County Attorney Youngblood submitted a request for continuance due to the unavailability of a witness.)
 - ii. A discussion between the Board and Civil Service Board Attorney Joe Harris occurred.
 - iii. The Board voted and agreed to a new policy, wherein if both parties requested a continuance (by the deadline), neither party would be charged with the continuance.
 - iv. Chairman Bartlett advised Ms. Jeffers to send an email to Attorney Florio regarding this matter.
 - c. **Ronnie 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 Martin submitted a request for continuance due to court conflicts. (Note: County Attorney Youngblood submitted a request for continuance due to the unavailability of a witness.)
 - ii. Chairman Bartlett mentioned the same witness who was unavailable for the St. Louis matter was also subpoenaed for this matter.
 - iii. Chairman Bartlett advised Ms. Jeffers to send an email to Attorney Martin regarding this matter.

11. Discussion items.
 - a. The Board agreed to meet June 3, 2015, as its Regular Meeting.
 - b. Board member, Mark Trimble, thanked the Board and everyone for their cards and prayers during the last month.
12. Other Business.
 - a. Board Meeting date for July 2015.
 - i. Board members decided to leave the Regular Meeting date on July 1, 2015.
13. Adjournment.

14. Other Business.
 - a. Items 9, 10 and 11 – Decisions for Michael Brayton, Benjamin Hernandez and Richard Meehan (Police Department) were approved.
 - b. Chairman Bartlett clarified that Ronnie Wyatt’s appeal hearing was not considered being continued.
 - c. A discussion regarding the Civil Service Rules and Regulations Re-Write Committee occurred.

18. The meeting was adjourned.