

# ***CIVIL SERVICE BOARD MEETING POST SUMMARY***



***July 26, 2017***

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**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; County Attorney Pamela Everett; Sheriff's Office Assistant Deputy Chief Shawn Southerland; T&D Director Jeffrey Metarko; various employees from County departments; and other individuals.**

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1.     The meeting was called to order at 9:04 a.m.
2.     The Board adopted the June 28, 2017 agenda with the following amendment: add item 5a – Sick Leave for Wesley Brown.
3.     The Civil Service Board's Meeting Minutes held on June 28, 2017 was approved.
4.     The request from **James Roland, Corrections/Refuse Control**, to use sick leave in lieu of annual leave for the care of his Mother, and to make request retroactive to June 19, 2017 was approved.
5.     The request from **Jeffrey Workman, Transportation & Development**, to use sick leave in lieu of annual leave for the care of his Sister was approved.
6.     The request from **Wesley Brown, Transportation & Development**, to use sick leave in lieu of annual leave for the care of his Mother was approved.
7.     The request from **Susan Wilt-Lowery, Sheriff's Office**, to use sick leave in lieu of annual leave for the care of her Father was approved.
8.     The request from the Sheriff's Office to extend the promotional probationary period of **Kimberlee Koon**, for an additional six (6) months was approved.

9. The request from the Sheriff's Office to extend the probationary period of **Kurt Taylor**, for an additional six (6) months was approved.
10. Calendar Call.
  - a. **Phillip Richards (Sheriff's Office)** – Appeal filed April 16, 2014, regarding: “The wrongful termination which occurred on April 11, 2014”. Attorney Thomas Florio requested a continuance on July 17, 2017. The continuance was granted on July 19, 2017.
    - i. Chairman Bartlett confirmed Attorney Thomas Florio requested a continuance and that the County did not have any objections.
  - b. **Adrienne L. Carr (Superior and State Court)** – Appeal filed July 25, 2014, regarding: “I was terminated from my position as a Legal Transcriber assigned to Judge Matthew O. Simmons’ courtroom. I am appealing that termination”. Attorney Keith Martin advised Human Resources of his court conflicts on July 15, 2017.
    - i. Chairman Bartlett confirmed Attorney Keith Martin had court conflicts and requested a continuance.
    - ii. The County did not have any objections.
    - iii. The case was continued.
  - c. **Ryan Hall (Police Department)** – Appeal filed July 28, 2014, regarding: “I was terminated from my position as a police officer with the Clayton County Police Department on July 25, 2014”. Attorney Keith Martin advised Human Resources the matter was settled and forwarded to the Staff Attorney’s Office on June 17, 2017.
    - i. County Attorney Pamela Everett advised the Board the settlement was signed but there was an outstanding Pension issue.
    - ii. Human Resources Director Pamela Ambles advised Finance would ensure payments are received timely.
    - iii. Civil Service Board Attorney Joe Harris advised it was appropriate for the Board to remove this matter from its agenda, and place back on if the matter is unresolved.
  - d. **Michael Bivins (Police Department)** – Appeal filed September 1, 2016, regarding: “Termination”. Attorney Keith Martin advised Human Resources of his court conflicts on July 15, 2017.
    - i. County Attorney Everett confirmed the matter is still being mitigated and the settlement agreement was still circulating.
    - ii. Chairman Bartlett advised the matter would be placed back on the August agenda.

- e. **Carolyn Marcus (Clerk Superior/Magistrate Courts)** – Appeal filed April 20, 2015, regarding: “I was terminated from my position as Deputy Clerk, Superior Court of Clayton County”. Attorney Keith Martin advised Human Resources of his court conflicts on July 15, 2017.
    - i. Chairman Bartlett advised this Appellant was also represented by Attorney Keith Martin and he had court conflicts and requested a continuance.
    - ii. The County did not have any objections.
    - iii. Chairman Bartlett confirmed the matter was continued to the August agenda.
  - f. **Preston White (Sheriff’s Office)** – Appeal filed January 20, 2017, regarding: “Termination”.
    - i. Chairman Bartlett advised there was an update that the Appellant withdrew his appeal.
    - ii. HR Director Ambles confirmed the withdrawal was submitted in writing.
  - g. **Taft Hood III (Transportation & Development)** – Appeal filed January 20, 2017, regarding: “Termination”.
    - i. Mr. Taft Hood III was present and ready to proceed.
    - ii. The County was present and ready to proceed.
    - iii. The Board heard the termination appeal and voted unanimously to uphold the department’s termination of the employee.
11. Discussion items.
- a. Upcoming Cases.
    - i. Chairman Bartlett confirmed all continued cases and two additional cases who are not represented by Attorney Keith Martin would be added to the August agenda.
    - ii. Chairman Bartlett asked HR Director Ambles to research the Civil Service Board’s yearly training.
  - b. August Agenda Meeting Date
    - i. The Board confirmed the next Regular Meeting date is August 23, 2017.
12. Other business.
- a. There were no other business items.
13. Adjournment.