

CIVIL SERVICE BOARD MEETING POST SUMMARY



October 25, 2017

Members Present: **Larry A. Bartlett, Chairman
Virginia Phillips-Hall, Member
Troyce Lancaster, Vice-Chair
J. Mark Trimble, Member**

Member Absent: **Dr. Cephus Jackson, Member**

Others Present: **Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; County Attorneys Pamela Everett and Michelle Youngblood; Building & Maintenance Director Benjamin Hopkins; Police Department Legal Advisor Shalanda Miller; Attorney Keith Martin; Adrienne Carr; Carolyn Marcus; Matt Sorensen; various employees from County departments; and other individuals.**

1. The meeting was called to order at 9:14 a.m.
2. The Board adopted the October 25, 2017, agenda with amendments.
3. The Civil Service Board's Meeting Minutes held on September 27, 2017, was approved.
4. The request from **Kelvin Almond, Transportation & Development**, to receive annual leave donation was approved.
5. The request from **Sharon Bowden-Radford, Elections & Registration**, to receive annual leave donation was approved.
6. The request from **Twyala Pennell, Juvenile Court**, to receive annual leave donation was approved.
7. The request from **Janika Terrell (Police/911 Communications)**, to be placed on leave without pay was approved.

8. Calendar Call.

- a. **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”.
 - i. The Board heard the appeal hearing.
 - ii. The Board voted to reinstate and return the employee to work with back pay and benefits.

- b. **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”.
 - i. Chairman advised this matter would be placed on its December agenda.

- c. **Kristofer Sargent (Buildings & Maintenance)** – Appeal filed August 11, 2017, regarding: “The suspension of 8/4/17 – 8/8/17”.
Kristofer Sargent (Buildings & Maintenance) – Appeal filed August 18, 2017, regarding: “The termination of Kristofer Sargent”.
 - i. The Board was advised Mr. Kristofer Sargent was now represented by Attorney Keith Martin.
 - ii. The Board determined that both the Appellant and County wanted to present both the suspension and termination appeals during one hearing.
 - iii. The Board voted to allow the Appellant to receive an additional 15 days from today to submit a witness list and exhibits. The new deadline was set for 1:00 p.m., on November 9, 2017. (**Note:** The County was allowed to present any new exhibits by this deadline as well.)

9. Discussion items.

- a. **Board’s Annual Training.**
 - i. Chairman Bartlett confirmed the Board would receive its training on November 8, 2017, and hear Attorney Thomas Florio’s appeal case for ***Phillip Richards***.

- b. **Board’s December Meeting.**
 - i. Chairman Bartlett confirmed the Board would hear the ***Carolyn Marcus*** appeal hearing on December 7, 2017.

- c. **Michael Bivins (Police Department).**

- i. The Board was advised this matter was still in settlement negotiations.
- d. Alan Smithwick (Police Department).
 - i. The Board was made aware by County Attorney Everett that Mr. Alan Smithwick was back at work and that the matter would come back before the Board.
- e. Miscellaneous Issues.
 - i. The Board confirmed the next meeting date for November 8, 2017.
 - ii. The Board confirmed the December meeting date is December 7, 2017, and it would hear *Carolyn Marcus* termination appeal.
 - iii. Kristofer Sargent (Buildings & Maintenance) – Board confirmed the deadline for submission of witness lists and exhibits was 1:00 p.m., on November 9, 2017.
 - iv. December agenda – Board advised its Secretary to put *Brian Truesdale* on this agenda.
- 10. Other business.
 - a. There were none.
- 11. Adjournment.