

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



***December 7, 2016***

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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; Police Department Legal Advisor Kenneth Green; County Attorney Michelle Youngblood; Sheriff's Office Assistant Chief Deputy Shawn Southerland; Solicitor General Tasha Mosley; Attorney Keith Martin; Jason Foster; Andrew White; various employees from County departments; and other individuals.**

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1.     The meeting was called to order at 9:08 a.m.
2.     The Board adopted the agenda.
3.     The Civil Service Board's Meeting Minutes held on November 9, 2016, was approved.
4.     Request from Chief of Police Michael Register to convert 23 days of annual leave to 23 days of sick leave for **Timothy Cook**. (The Board was polled on November 29, 2016, and approved the request). The request was placed on the record.
5.     Considered requests from Chief of Police Michael Register to extend the probationary period for an additional six (6) months of the following employees: (1) **Donnie Brantley (until July 10, 2017)** was approved, (2) **Kyra King (until June 14, 2017)** was approved and (3) **Shawnterrica Sandlin (until July 10, 2017)** was approved. The request was placed on the record.
6.     Chairman Bartlett recognized December 7, 2016, as a day in history honoring Veterans and asked for the audience to keep their families in prayer and best wishes.

7. Calendar Call.

- a. **Andrew White (Sheriff's Office)** – Appeal filed January 10, 2014, regarding: “My termination due to untruthfulness and neglect of duty”. The County submitted a request for continuance on November 28, 2016. The request was granted on December 5, 2016.
  - i. The Board confirmed the County’s motion for continuance was granted on December 5, 2016.
  - ii. Chairman Bartlett stated the County would not be granted anymore continuances based on witnesses not being available.
  - iii. Chairman Bartlett dismissed all witnesses.
  
- b. **Jason Foster (Sheriff's Office)** – Appeal filed November 2, 2015, regarding: “Suspension without pay, working without being compensated” and an Appeal filed January 15, 2016, regarding: “3 day suspension without pay, working without being compensated”.  
**Jason Foster (Sheriff's Office)** – Appeal filed January 15, 2016, regarding: “12 day suspension for missing training”.
  - i. Attorney Youngblood was present and ready to proceed.
  - ii. Appellant, Jason Foster, was present, ready to proceed and confirmed he represented himself.
  - iii. The Board heard the two suspension appeals together and voted 4-0 to uphold the decision of the Sheriff’s Office to suspend for 3 days and voted 4-0 to uphold the decision of the Sheriff’s Office to suspend for 12 days.
  - iv. Chairman Bartlett addressed Deputy Foster and stated he appreciated his service and dedication and wished him a long and prosperous career.
  
- c. **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”.
  - i. Attorney Martin advised he represented Mr. Sheats, and that Mr. Sheats was at work today and requested a continuance. Attorney Martin was under the impression Andrew White (Sheriff’s Office) termination appeal would be heard today.
  - ii. The Board voted and granted the Appellant’s request for continuance.
  
- d. **Sharon Pauls (Solicitor General)** – Appeal filed November 13, 2015, regarding: “Demotion”.
  - i. Ms. Sharon Pauls was not in attendance when called.
  - ii. Human Resources Director Pamela Ambles advised the Board there was no communication with Ms. Pauls and she believed she worked for the public school system.
  - iii. Chairman Bartlett asked if she was notified of the hearing.

- iv. HR Director Ambles advised it was sent Regular and Certified Mail. The green card was not returned signed or undeliverable.
  - v. Solicitor Mosley advised Ms. Pauls was in communication with Freeman Mathis & Gary and asked for a Dismissal, as there was no loss of money and Ms. Pauls resigned.
  - vi. The Board voted and approved the County's Motion for Dismissal.
8. Discussion items.
- a. Additional meeting date for January 2017.
    - i. The Board did not make a motion to meet for a second date in January.
    - ii. The Board confirmed the next Regular Meeting date would be 9:00 a.m., on Wednesday, January 25, 2017.
  - b. Upcoming Cases.
    - i. **Andrew White (Sheriff's Office)** – Termination Appeal filed January 10, 2014.
      - (1) Chairman Bartlett confirmed the appeal should be set for the January 25, 2017 agenda.
      - (2) Assistant Chief Deputy Shawn Southerland confirmed witnesses for this appeal would be in attendance with "bells on".
  - c. Civil Service Board – Regular Meeting Date Change.
    - i. The Board voted to make the Board's Regular Meeting Date the Fourth (4<sup>th</sup>) Wednesday of every month. (Note: The schedule may need to be modified due to the County recognized holidays and meet the week before.)
9. Other business.
- a. None.
10. Adjournment.