

REGULAR CALLED CIVIL SERVICE BOARD MEETING

DECEMBER 3, 2014

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, December 3, 2014, in the Commissioners' Board Room.

Members present: Larry Bartlett, Chairman
 Troyce B. Lancaster, Vice-Chair
 Dr. Cephus Jackson, Member
 Gbenga Osagie, Member
 J. Mark Trimble, Member

Also present: Human Resources Director Renee Bright and staff; Human Resources Officer Pamela Ambles; Civil Service Board Attorney Joe Harris; County Attorney Michelle Youngblood; Police Department Legal Advisor Kenneth Green; Fire Chief Landry Merkison; Sheriff's Office Assistant Chief Deputy Shawn Southerland; Internal Audit Director Stacey Merritt; Senior Services Director Tori Strawter-Tanks; Sharon Edwards; Leslie Moore; Attorney Keith Martin; Sonja Sanchez; Deborah Stanley; Richard Meehan; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:08 a.m., and noted for the record that all Board members were present. Chairman Bartlett called for a motion to adopt the December 3rd agenda. Mr. Trimble made the motion to adopt the agenda, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.

1. Considered for approval the Civil Service Board's Meeting minutes held on November 5, 2014.
 - a. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the minutes, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote.

2. Considered for approval the Civil Service Board's Executive Session minutes regarding the Godreque R. Newsom, Sheriff's Office, termination appeal hearing held on November 5, 2014.
 - a. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the minutes, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote.

3. Considered for approval the Civil Service Board's Decision regarding the Godreque R. Newsom, Sheriff's Office, termination appeal.
 - a. Chairman Bartlett called for a motion. Mr. Trimble made the motion to approve the Decision, second by Mr. Osage. No further discussion on the motion made. Motion carried by unanimous vote.

4. Chairman Bartlett presented the following training certificates:
 - a. **Employee Professional Development**
 - i. Sharon Edwards, Clerk Superior/Magistrate Courts

 - b. **Manager's Basic Skills Certificate**
 - i. Bernard Cohowcz, Fire & Emergency Services (Fire Chief Merkison accepted)
 - ii. Stephanie Moncrief, Central Services (not in attendance)

 - c. **Manager's Professional Skills Certificate**
 - i. Bernard Cohowcz, Fire & Emergency Services (Fire Chief Merkison accepted)
 - ii. Leslie Moore, Internal Audit

5. Calendar call.
 - a. **Barry O. Cauthen, Sheriff's Office** – Termination appeal filed February 14, 2011, continued at the request of Appellant's attorney, Thomas Florio, due to court conflicts.
 1. The Board advised its Secretary to contact Attorney Florio for available dates in which to specially set this appeal hearing.

 - b. **Sonja Sanchez, Sheriff's Office** – Termination appeal filed January 12, 2012.
 1. County Attorney, Michelle Youngblood, Appellant Attorney, Keith Martin and Appellant, Sonja Sanchez, were present and ready to proceed.
 2. Chairman Bartlett had an appointment and did not Chair nor sit in on hearing.

 - c. **Deborah Stanley, Senior Services/Frank Bailey Senior Center/Riverdale** – Termination appeal filed January 9, 2013.
 1. Request for continuance by Ms. Stanley dated November 24, 2014.
 - a) Ms. Stanley was in attendance and explained her need for additional time to gather her documents.
 - b) A discussion among the Board, Ms. Stanley and County Attorney Youngblood occurred.
 - c) County Attorney Youngblood did not have any objections to the request for the continuance due did not want to have new deadlines set and explained in detail.

- d) Chairman Bartlett called for a motion regarding granting Ms. Stanley's request for a continuance. Mr. Trimble made the motion, second by Mr. Osagie. Discussion on the motion made: Chairman Bartlett advised Ms. Stanley to contact her witnesses and have them present on the date of her hearing. No further discussion on the motion made. Motion carried by unanimous vote.
 - e) The Board allowed Ms. Stanley until December 15, 2014, to have the documents delivered to Human Resources, who will then forward them to County Attorney Michelle Youngblood for review.
6. *Appeal* – Considered appeal filed on January 12, 2012, by Sonja R. Sanchez, Sheriff's Office, with regards to: Termination.
- a. Chairman Bartlett addressed the Board and audience and advised he had a conflict and explained in detail. The Board was asked to consider allowing Chairman Bartlett to chair part of the hearing until he had to leave at 1:15 p.m., or turn the hearing over to Vice-Chair Lancaster.
 - b. A discussion among the Board, Civil Service Board Attorney Joe Harris and County Attorney Youngblood occurred.
 - c. Attorney Harris gave the Board his legal opinion.
 - d. Chairman Bartlett excused himself and turned the meeting over to Vice-Chair Lancaster.
7. Board Issue.
- a. Chairman Bartlett addressed Board member, Gbenga Osagie and advised that after having served the Board for years, that this meeting would be Mr. Osagie's last.
 - b. The Board members expressed appreciation and honor to Mr. Osagie.
 - c. Mr. Osagie thanked the Board for its accolades.
 - d. Chairman Bartlett called for a short break. Mr. Trimble made the motion, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
 - e. Chairman Bartlett called the meeting back to order.
 - f. The Board decided to continue with the Business items before Chairman Bartlett excused himself from the meeting.

8. Discussion item.
 - a. Selected second and/or third meeting date(s) for January 2015.
 - i. Vice-Chair Lancaster suggested meeting a second day on Thursday, January 8, 2015. The Board agreed.
 - ii. Chairman Bartlett called for a motion regarding scheduling the special called meeting date on Thursday, January 8, 2015. Mr. Trimble made the motion, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote.
 - iii. A discussion between the Board members regarding meeting a third date in January occurred.
 - iv. Chairman Bartlett and the Board decided that the Board would try to begin meeting three days in February 2015.
9. Other business.
 - a. Board's compensation for meeting additional dates.
 - i. Chairman Bartlett called for a motion to accept the Chairman of the Board of Commissioners' counter-offer of \$100 for each additional date. Dr. Jackson made the motion, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by 4-1 vote (Mr. Trimble voting against).
 - ii. Human Resources Director Renee Bright informed the Board that she would get with the Legal Department and try to have all the paperwork completed for this change for the January meeting.
 - iii. Chairman Bartlett excused himself and turned the meeting over to Vice-Chair Lancaster.
10. **Appeal** – Considered appeal filed on January 12, 2012, by Sonja R. Sanchez, Sheriff's Office, with regards to: Termination.
 - a. Attorney Youngblood and Attorney Keith Martin was present and ready to proceed.
 - b. Both sides acknowledged that all witnesses were present. Attorney Martin requested an order of sequestration.
 - c. Civil Service Board Attorney Joe Harris swore in all witnesses.
 - d. Vice-Chair Lancaster explained the 90-minute limit in detail to both sides.

- e. Attorney Youngblood gave the County's opening statement. Attorney Martin gave the Appellant's opening statement.
- f. Attorney Youngblood called Lt. Keith McLaughlin to the witness stand. He stated his name, where employed, his position and duties. Attorney Youngblood began questioning Lt. McLaughlin. Lt. McLaughlin responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood mentioned County Exhibit C-5.
- g. Attorney Martin cross-examined Lt. McLaughlin. Lt. McLaughlin responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned County Exhibit C-5 page 1.
- h. The Board questioned Lt. McLaughlin. He responded in detail to all questions posed by the Board.
- i. There being no further questions, the witness was released (not subject to recall).
- j. Attorney Youngblood called Investigator Garland Watkins to the witness stand. He stated his name, where employed, where employed during the summer of 2011 and position held at that time. Attorney Youngblood began questioning Investigator Watkins. Investigator Watkins responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood mentioned County Exhibit C-5 pages 8 and 9.
- k. Attorney Martin cross-examined Investigator Watkins. Investigator Watkins responded in detail to all questions posed by Attorney Martin.
- l. The Board questioned Investigator Watkins. He responded in detail to all questions posed by the Board.
- m. There being no further questions, the witness was dismissed (subject to recall).
- n. Attorney Youngblood called Jeff Mitchell to the witness stand. He stated his name, where employed, where employed during the summer of 2011 and position held at that time. Attorney Youngblood began questioning Mr. Mitchell. Mr. Mitchell responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood mentioned County Exhibit C-5 pages 8, 9, 12 and 16.
- o. Attorney Martin cross-examined Jeff Mitchell. Mr. Mitchell responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned County Exhibit C-5 (Gavel's report).
- p. The Board questioned Mr. Mitchell. He responded in detail to all questions posed by the Board.
- q. There being no further questions, the witness was dismissed (subject to recall).

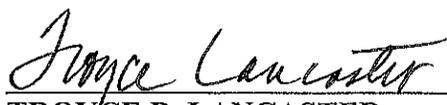
- r. Vice-Chair Lancaster made the motion for a lunch break until 1:15 p.m., second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
- s. Vice-Chair Lancaster called the meeting back to order.
- t. Attorney Youngblood called Captain Steven Gavel to the witness stand. He stated his name, where employed, tenure and position during the summer of 2011. Attorney Youngblood began questioning Capt. Gavel. Capt. Gavel responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood had Capt. Gavel to identify the following County Exhibit C-5 pages 8 and 9, 12-15, 17, 20, 21, 22, 23 and 25.
- u. Attorney Martin cross-examined Capt. Gavel. Capt. Gavel responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned the following County Exhibits: (1) Board of Education DVD, (2) Deputy Nobles' statement on page 22 and (3) the Board of Education's Policy.
- v. The Board questioned Capt. Gavel. He responded in detail to all questions posed by the Board.
- w. There being no further questions, the witness was dismissed (subject to recall).
- x. Board member, Mr. Trimble, gave the following update on time usage: County had used 40 minutes and the Appellant had used 48 minutes.
- y. Attorney Youngblood called Assistant Chief Deputy Shawn Southerland to the witness stand. He stated his name, where employed, position, tenure in the position and current duties. Attorney Youngblood began questioning Asst. Chief Deputy Southerland. Asst. Chief Deputy Southerland responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood mentioned and had Asst. Chief Deputy Southerland to identify the following County Exhibits C-5 pages 16, 17, 20-23, 25, 8 and 9 and 1 and 2.
- z. Attorney Youngblood continued questioning Asst. Chief Deputy Southerland. Asst. Chief Deputy Southerland responded in detail to all questions posed by Attorney Youngblood. Attorney Youngblood mentioned County Exhibits C-7, C-8, C-9 and C-10.
- aa. Attorney Martin cross-examined Asst. Chief Deputy Southerland. Asst. Chief Deputy Southerland responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned the following Exhibits: (1) County Exhibit - Board of Education DVD, (2) Appellant Exhibit A-2 - Pre-Disciplinary Hearing CD, (3) County Exhibit C-5 page 27 and (4) email exchange between Sonja Sanchez and Asst. Chief Deputy Southerland.
- bb. The Board questioned Asst. Chief Deputy Southerland. He responded in detail to all questions posed by the Board.
- cc. There being no further questions, the witness was dismissed (subject to recall).

- dd. Attorney Youngblood asked to tender the following exhibits, as the County did not have any other witnesses to call: County Exhibits C-4, C-5, C-7, C-8, C-9 and C-10. Attorney Martin did not have any objections.
- ee. Vice- Chair Lancaster made the motion for a short break, second by Mr. Trimble. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
- ff. Mr. Trimble gave the following update on time usage: County had used 58 minutes and Appellant had used 1:02 hrs.
- gg. Vice-Chair Lancaster called the meeting back to order.
- hh. Attorney Martin called Deputy Sheriff Stuart Benton to the witness stand. He stated his name, rank and where employed. Attorney Martin began questioning Deputy Sheriff Benton. Deputy Sheriff Benton responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned County Exhibit C-5 page 22.
- ii. Attorney Youngblood cross-examined Deputy Sheriff Benton. Deputy Sheriff Benton responded in detail to all questions posed by Attorney Youngblood.
- jj. The Board did not have any questions for Deputy Sheriff Benton.
- kk. There being no further questions, the witness was released (not subject to recall).
- ll. Attorney Martin called Deputy Sheriff Eugene Nobles to the witness stand. He stated his name and where employed. Attorney Martin began questioning Deputy Sheriff Nobles. Deputy Sheriff Nobles responded in detail to all questions posed by Attorney Martin. Attorney Martin mentioned County Exhibit C-5 page 17.
- mm. Attorney Youngblood cross-examined Deputy Sheriff Nobles. Deputy Sheriff Nobles responded in detail to all questions posed by Attorney Youngblood.
- nn. The Board did not have any questions for Deputy Sheriff Nobles.
- oo. There being no further questions, the witness was released (not subject to recall).
- pp. Attorney Martin rested the Appellant's case.
- qq. Attorney Youngblood asked to tender Appellant Exhibits A-1 and A-2. Attorney Martin did not have any objections "whatsoever".
- rr. Attorney Youngblood stated the County reserved to close last.
- ss. Vice-Chair Lancaster called for a break until 3:25 p.m. Mr. Trimble made the motion, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

- tt. Mr. Trimble gave the following update on time usage: County had used 59 minutes and Appellant had used 1:13 hrs.
- uu. Vice-Chair Lancaster called the meeting back to order.
- vv. Attorney Martin presented the Appellant's closing arguments. Attorney Youngblood presented the County's closing arguments.
- ww. Vice-Chair Lancaster called for a motion to adjourn into Executive Session to discuss the appeal filed on January 12, 2012, by Sonja R. Sanchez, Sheriff's Office, with regards to: Termination. Mr. Osage made the motion, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
- xx. Vice-Chair Lancaster called the meeting back to order.
- yy. Vice-Chair Lancaster called for a motion regarding the appeal filed on January 12, 2012, by Sonja R. Sanchez, Sheriff's Office, with regards to: Termination. Mr. Trimble made the motion that the department's decision to terminate be upheld, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
- zz. Neither side had any questions.

Vice-Chair Lancaster stated that all matters have been concluded and called for a motion to adjourn this meeting. Mr. Trimble made the motion to adjourn, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

Meeting adjourned.



TROYCE B. LANCASTER
VICE-CHAIRMAN



RENEE BRIGHT
HUMAN RESOURCES DIRECTOR