

# ***CIVIL SERVICE BOARD MEETING***

***FEBRUARY 6, 2013***

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, February 6, 2013, in the Commissioners' Board Room.

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

Member absent:       Lori Favre, Member

Also present:         Human Resources Director Renee Bright and various staff members; Civil Service Board Attorney Robert Mack; County Attorney Pamela Everett; Parks and Recreation Director Detrick Stanford; Yetoï Horne; Gary Alan Dotson; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:11 a.m., and noted for the record that Board member, Lori Favre, was absent. Chairman Bartlett called for a motion to adopt the February 6<sup>th</sup> Agenda. Mr. Trimble made a motion to approve the agenda, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote.

1.     Considered for approval the Civil Service Board Meeting minutes that was held on January 2, 2013.
  - a.     Chairman Bartlett called for a motion. Mr. Trimble made a motion to approve the minutes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
  
2.     Considered for approval request from Ronald Gardiner, Sheriff's Office, for annual leave donations.
  - a.     Chairman Bartlett called for a motion. Trimble made a motion to approve the request, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote.
  
3.     Considered for approval request from Wilbur B. Price, Jr., Transportation and Development, for annual leave donations.
  - a.     Chairman Bartlett called for a motion. Trimble made a motion to approve the request, second by Mr. Osagie. No further discussion on the motion made. Motion carried by unanimous vote.

4. Considered for approval request from Ernest L. Donaldson, Fire and Emergency Services, to use sick leave for his mother.
  - a. Chairman Bartlett called for a motion. Mr. Trimble made a motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
  
5. **Appeal** – Considered appeal that was filed on August 5, 2010, by Gary Alan Dotson, Parks and Recreation, with regards to “*termination of employment*”.
  - a. Chairman Bartlett mentioned for the record that Attorney Robert Mack was filling for Civil Service Board Attorney Joe Harris.
  - b. County Attorney Pamela Everett swore in all witnesses and requested sequestration.
  - c. Ms. Everett presented the County’s opening statement.
  - d. Mr. Gary Alan Dotson presented his opening statement and stated he did not want to have his position nor back pay but only to clear his name.
  - e. Ms. Everett advised the Board that the relief Mr. Dotson is seeking was not something the Board could grant.
  - f. Chairman Bartlett advised Mr. Dotson which jurisdictional matters the Board could consider.
  - g. Chairman Bartlett called for a 15-minute break. Mr. Trimble made a motion, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
  - h. Chairman Bartlett called the meeting back to order.
  - i. Ms. Everett addressed the Board and stated that the reason Mr. Dotson was terminated was not due to the issue regarding theft of money and if this fact was placed on the record, Mr. Dotson would withdraw his appeal.
  - j. Parks and Recreation Director Detrick Stanford took the witness stand and read from the Notice of Intent to Terminate for the record:

You are hereby notified of the intent to terminate your employment effective Tuesday, July 27, 2010. You will need to substantiate your position for the alleged violation of the following Civil Service regulation outlined:

Civil Service Code 9.206 (f) Violation of any lawful, or official regulation or order, or failure to obey any lawful or reasonable directive made by a supervisor where such violation or failure to obey amounts to an act of insubordination or serious breach of proper discipline which resulted or reasonably might be expected to result in loss or injury to the

County or the public or to the prisoners or wards of the County, (k) Incompetent, negligent, or inefficient performance in the duties of the position held in respect to a continuous pattern of negligence or failure to comply with County and Departmental policies and procedures.


Your actions display a pattern of negligence and inefficiency as outlined in the job description for a Facility Manager. You have received training, verbal warnings, written warnings, placed on a performance plan, and a suspended to assist with remediation in the areas outlined in the violations. (Refer to Personnel File)

- k. Ms. Everett asked Director Stanford if he accused Mr. Dotson of taking any money. Director Stanford responded he did not.
  - l. Mr. Dotson spoke in detail and afterwards withdrew his appeal.
  - m. Chairman Bartlett addressed Mr. Dotson in detail.
6. Discussion items.
- a. Policy Providing Time Limits for Hearing Appeals/Grievances.
    - i. The Board reviewed the revised Policy in detail.
    - ii. Chairman Bartlett called for a motion. Mr. Trimble made a motion to approved the Policy with the noted changes, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
    - iii. Chairman Bartlett called for a motion for an effective date. Mr. Osagie made the motion to have the Policy effective as of April 1, 2013, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote.
  - b. Selected a second meeting date for May 2013.
    - i. The Board selected April 30, 2013, as its Special Called meeting date and May 1, 2013, as its Regular meeting date.
7. Other business.
- a. Security detail at 112 Smith Street.

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

*Meeting adjourned.*

  
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LARRY A. BARTLETT  
CHAIRMAN

  
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RENEE BRIGHT  
HUMAN RESOURCES DIRECTOR