

CIVIL SERVICE BOARD MEETING

JANUARY 23, 2019

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, January 23, 2019, in the Commissioners' Board Room.

Members present: Larry A. Bartlett, Chairman
Troyce B. Lancaster, Vice-Chair
Dr. Cephus Jackson, Member
Virginia Phillips-Hall, Member

Member absent: J. Mark Trimble, Member

Also present: Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; Central Services Director Carol Rogers; Parks & Recreation Director Troy Hodges; Police Department Legal Advisor Kenneth Green; County Attorney Michelle Youngblood; County Attorney Pamela Everett; Brenda Thomas; Rodney Williams; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:10 a.m.

Chairman Bartlett called for a motion to adopt the January 23, 2019, agenda. Vice-Chair Lancaster made the motion to approve the agenda with the amendment of item 6A - Sick Leave - Cynthia Bunn, second by Dr. Jackson. No further discussion on the motion. Motion was carried by unanimous vote (4-0).

1. Considered for approval the election of the Civil Service Board's positions of Chair and Vice-Chair.
 - a. Dr. Jackson moved to retain offices of those currently in the seats at the present time, second by Ms. Phillips-Hall.
 - b. Chairman Bartlett advised he thought the Board should vote one at a time for each position.
 - c. Chairman Bartlett called for a motion for the Board's position of Chair. Dr. Jackson made the motion to approve Larry Bartlett remain *as Chair*, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by a vote (3-0); Bartlett abstained from voting.
 - d. Chairman Bartlett called for a motion for the Board's position of Vice-Chair. Dr. Jackson made the motion to approve Troyce Lancaster remain *as Vice-Chair*, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by a vote (3-0); Lancaster abstained from voting.
 - e. Board members praised Mr. Bartlett and Mrs. Lancaster for their integrity and leadership in and for the county and its departments.

2. Considered for approval the Civil Service Board's Meeting Minutes for December 10, 2018.
 - a. Chairman Bartlett called for a motion. Vice-Chair Lancaster made the motion to approve the Minutes, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
3. Considered for approval request from **Khai Nguyen, Police Department**, to be placed on Leave Without Pay.
 - a. Officer Khai Nguyen was in attendance and presented his request in detail.
 - b. Police Department Legal Advisor Kenneth Green was in attendance and stated Chief Roberts did not have any objections to the request.
 - c. The Board did not have any questions.
 - d. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
 - e. The board congratulated Officer Nguyen!
4. Considered for approval request from Central Services Director Carol Rogers to extend the probationary period of **Juandalynn Hoover** for an additional six months (until August 18, 2019).
 - a. Central Services Director Carol Rogers was in attendance and presented the request in detail.
 - b. Ms. Juandalynn Hoover was not in attendance when called.
 - c. The Board did not have any questions.
 - d. The Board confirmed with Director Pamela Ambles that an email was sent to Ms. Hoover notifying her of the proceedings.
 - e. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
 - f. The Board wished the employee good luck.
5. Considered for approval request from **Cynthia Bunn, Clerk Superior/Magistrate Courts**, for sick leave usage.
 - a. Ms. Bunn was not in attendance when called.
 - b. The request is outside the Civil Service use of sick leave.
 - c. There was a lengthy discussion among the Board and Director Ambles regarding the request.
 - d. Chairman Bartlett called for a motion. Dr. Jackson made the motion to approve the request, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by a 3-1 vote; Ms. Phillips-Hall voting against.
 - e. The Board wished Ms. Bunn the best of luck!

6. Notification of the abolishment of Deputy Chief Operating Officer classification (Commissioners).
 - a. Director Ambles notified the Board (notification purposes only) of the abolishment of the position of Deputy Chief Operating Officer classification.
 - b. The Board asked its attorney if it needed to do anything.
 - c. Civil Service Board Attorney Joe Harris stated it did not vote regarding Economic Development positions but it could vote to accept the notice.
 - d. Dr. Jackson made the motion to accept the notice of abolishment of the Deputy Chief Operating Officer classification, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

7. Notification of the abolishment of Marketing and Communications Superintendent classification (Parks and Recreation).
 - a. Director Ambles notified the Board (notification purposes only) of the abolishment of the position of Marketing and Communications Superintendent classification (Parks and Recreation).
 - b. Dr. Jackson made the motion to accept the notice of abolishment of the Marketing and Communications Superintendent classification, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

8. **Collucci Myers (Probate Court)** – Discussion regarding board member(s) recusal.
 - a. Chairman Bartlett stated that the Board received a memo and response from Ms. Meyers regarding a recusal request.
 - b. Ms. Myers was in attendance when called.
 - c. Chairman Bartlett stated that if he and Mrs. Lancaster was recused due to Mr. Trimble being unavailable, there would not be a quorum and the case would be unable to move forward.
 - d. There was a lengthy discussion among the Board members, Ms. Myers, Attorney Joe Harris, and Attorney Youngblood regarding the recusal request.
 - e. After the lengthy discussion it was determined that both Chairman Bartlett and Vice-Chair Lancaster would recuse themselves from *Collucci Myers* appeal hearing and that her case would be the first case on the agenda once Board member, Mark Trimble returns to the bench.

9. **Melody Smith (Probate Court)** – Discussion regarding board member(s) recusal.
 - a. Ms. Smith was in attendance when called and addressed the Board.
 - b. Ms. Smith further stated that she would submit her recusal in writing to Human Resources (Attention: Pamela Ambles) by the end of the week via e-mail.
 - c. Chairman Bartlett confirmed that this was the first time they had met.

10. Calendar Call.
 - a. **Klayt McKim (Police Department)** – Termination appeal filed November 13, 2018, regarding: “I was terminated from my position as a police officer at the Clayton County Police Department on November 9, 2018”. Case withdrawn from agenda”.
 - i. Chairman Bartlett confirmed that Attorney Keith Martin was none too pleased that this case came up so quickly and stated it would go back in order of seniority.
 - ii. Chairman Bartlett advised Director Ambles to follow-up with Attorney Martin via e-mail.

11. Discussion items.
 - a. Confirmed meeting date(s) for February 2019.
 - i. The Board confirmed February 27, 2019, as its next meeting date (fourth Wednesday).

 - b. Upcoming cases for February 27, 2019.
 - i. *Rodney Williams (Sheriff's Office)* – Remanded back to the Civil Service Board.
 - (1) There was a discussion between the Board and Rodney Williams.
 - ii. The Board was advised to adjourn into Executive Session.
 - iii. Chairman Bartlett called for a motion to adjourn into Executive Session. Dr. Jackson made the motion to adjourn into Executive Session to discuss the Remand Order given by Jude Rooks, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
 - iv. Chairman Bartlett called the meeting back to order at 11:50 a.m.
 - v. Chairman Bartlett called for a motion regarding Rodney Williams, Sheriff's Office, Superior Court Appeal (Judge Shana Rooks presiding). Dr. Jackson made the motion to overturn the dismissal without penalty effective today, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).

 - c. Executive Session (as needed).
 - i. None needed.

12. Other business.

a. Civil Service Board – Rewrite Committee.


- i. Director Ambles thanked everyone for their participation and stated the next meeting would be February 8, 2019
- ii. She further stated there was a lot of energy and it was progressing.

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

Meeting adjourned.



LARRY BARTLETT
CHAIRMAN



PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR