

CIVIL SERVICE BOARD MEETING

MAY 19, 2021

A special called meeting of the Clayton County Civil Service Board was held on Wednesday, May 19, 2021, in-person and virtually via Zoom Video Communications.

Members present: Larry Bartlett, Chairman
K. Terrance Smith, Member
Virginia Phillips-Hall, Member
Troyce B. Lancaster, Vice-Chair (via Zoom)
Dr. Cephus Jackson, Member (via Zoom)

Members absent: None

Also present: Human Resources Director Pamela Ambles, Human Resources Trainer/Researcher Ryan Shaw and staff; Civil Service Board Attorney Joe Harris; County Attorney Shaheem Williams; Library System Director Rosalind Lett; Scott Parham; County Attorney Michelle Youngblood; IT Technical Training Coordinator Takiyah Thomas; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:19 a.m.

Chairman Bartlett called for a motion to adopt the agenda for May 19, 2021. Mr. Smith made the motion to approve the agenda, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

1. Considered for approval the Civil Service Board's Minutes for April 12, 2021.
 - 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 (5-0).
2. Considered for approval the Civil Service Board's Executive Session Minutes regarding **Marquitra Key, Juvenile Court**, termination appeal heard March 24, 2021 and April 12, 2021.
 - 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 (5-0).

3. Considered for approval the Civil Service Board's Decision regarding **Marquitra Key, Juvenile Court**, termination appeal heard March 24, 2021 and April 12, 2021. Date Decision Reached: April 12, 2021.
 - a. Chairman Bartlett called for a motion. Ms. Phillips-Hall made the motion to approve the Decision, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

For the Record: HR Director Pamela Ambles advised the Board HR Trainer/Researcher Ryan Shaw would be sitting in for her because she was subpoenaed as a witness for Colin Dube's case. HR Director Ambles advised the Board the Executive Session Request did not pertain to Colin Dube's appeal.

Chairman Bartlett advised the Board would have its e-Signature training and for participants to return at 11:00 a.m., for the start of Colin Dube's hearing.

4. Adobe Acrobat E-Signature Training for Civil Service Board Members.
 - a. IT Technical Training Coordinator Takiyah Thomas presented the Adobe Acrobat E-Signature Training thoroughly to all the Board members.

Chairman Bartlett called for a motion for a break. Mr. Smith made the motion for a break, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

For the Record: Virginia Phillips-Hall would be attending the remaining portion of the meeting via Zoom Video Communications.

Chairman Bartlett called the meeting back in session at 10:30 a.m.

Chairman Bartlett called for a motion to adjourn into Executive Session at 10:35 a.m. Mr. Smith made a motion to adjourn into Executive Session, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett called the meeting back to order at 11:11 a.m.

5. (Appeal) – **Colin Dube (Library System)** – Termination appeal filed May 28, 2019, regarding: "Harassment, bullying, hostile work environment, termination".
 - a. Chairman Bartlett questioned if County was ready to proceed. County Attorney Michelle Youngblood replied in the affirmative.
 - b. Chairman Bartlett questioned Appellant Colin Dube if he was present and ready to proceed. Mr. Dube stated his key witness had been in the hospital since overnight.

- c. Chairman Bartlett asked Mr. Dube if the witness was critical to his case and could he go forward without this witness. Mr. Dube responded no.
- d. Chairman Bartlett asked Mr. Dube was he requesting a continuance based on his key witness. Mr. Dube responded yes.
- e. County Attorney Youngblood advised the Board she had concerns with the subpoena.
- f. HR Director Ambles stated if she was a non-County witness Human Resources would not have served the subpoena. The County and Appellant would be responsible for the subpoena.
- g. Chairman Bartlett asked Mr. Dube to identify which witness he was referring to. Mr. Dube stated Robyn Saint-Paen was the witness.
- h. County Attorney Youngblood asked Mr. Dube was the notification to Ms. Saint-Paen verbally or sent by the city mail.
- i. Chairman Bartlett asked Mr. Dube did he deliver the subpoena to Ms. Saint-Paen verbally for her request to be present. Mr. Dube stated he sent the subpoena verbally, emailed and sent through the mail. She lives in Savannah.
- j. Chairman Bartlett asked Mr. Dube could he go forward with his case as a possibility Ms. Saint-Paen testifying at a later time during this hearing. Mr. Dube responded yes.
- k. **Matter of Record:** Chairman Bartlett stated County Attorney Youngblood and Attorney Shaheem Williams would be representing the County.
- l. County Attorney Youngblood objected to Mr. Dube's request for a continuance because was not guaranteed Ms. Saint-Paen would be available the following day.
- m. Chairman Bartlett asked Mr. Dube if he could provide Human Resources a copy of the email he sent to Ms. Saint-Paen as a matter of record.
- n. County Attorney Youngblood asked Mr. Dube if Ms. Saint-Paen said she received her subpoena through the mail. Mr. Dube stated he had not spoken with her.
- o. **For the Record:** County Attorney Youngblood stated she did not believe there had been any evidence of legal service for Ms. Saint-Paen's subpoena and continuance should not be granted providing the information given by Mr. Dube.
- p. Chairman Bartlett and County Attorney Youngblood summarized the subpoena situation to Civil Service Board Attorney Joe Harris. Civil Service Board Attorney

Harris recommended the appeal could not go forward without the guarantee that Mr. Dube's critical witness would appear during this hearing.

- q. Chairman Bartlett stated based on Mr. Harris' advice, the County was not willing to go forward unless Mr. Dube could guarantee the witness would be available for this hearing tomorrow. Mr. Dube confirmed to the Board he could not guarantee the witness would be here tomorrow.
- r. Mr. Dube confirmed to the Board he was requesting a continuance due to his key witness being unavailable for the hearing.
- s. Chairman Bartlett asked County Attorney Youngblood were there any objections on behalf of the County. County Attorney Youngblood stated the County would defer to the discretion of the Board. For the Record: There had been no proof.
- t. Chairman Bartlett polled the Board and approved Mr. Dube's continuance request by (4-1). (Bartlett (Yea), Smith (No), Lancaster (Yea), Jackson (Yea), and Phillips-Hall (Yea)).
- u. Chairman Bartlett advised the Appellant to notify all of his witness and the County to notify all of its witnesses.
- v. Chairman Bartlett explained the time limits to Mr. Dube.

Chairman Bartlett called for a motion. Vice-Chair Lancaster made the motion to cancel the Special Called Meeting for May 20, 2021, second by Dr. Jackson. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Bartlett called for a motion. Mr. Smith made the motion to confirm the next Regular Called Board Meeting would be May 26, 2021 and the Special Called Board Meeting would be May 27, 2021, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

6. Executive Session (as needed).

- a. Chairman Bartlett confirmed no Executive Session was needed.

7. Other business.

- a. County Attorney Youngblood requested the Board ask Mr. Dube to supply an update regarding the availability of his witnesses. Mr. Dube replied in the affirmative.
- b. **For the Record:** HR Director Ambles advised the Board Human Resources would reach out to Mr. Dube and the County in reference to any conflicts.


- c. Chairman Bartlett recommended Mr. Dube send a confirmation of his witness' unavailability for today's hearing to HR Director Ambles. Mr. Dube said he would send the confirmation.
- d. HR Director Ambles advised the Board, for Mr. Dube should send his confirmation to her Executive Assistant Victoria Robertson and her assistant Bessie Robinson.

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 (5-0).

Meeting adjourned.



LARRY BARTLETT
CHAIRMAN



PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR