

CIVIL SERVICE BOARD MEETING

AUGUST 25, 2022

A special called meeting of the Clayton County Civil Service Board was held on Thursday, August 25, 2022, in-person and virtually via Zoom Video Communications.

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

Members absent: None

Also present: Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Fred Zimmerman; County Attorney Michelle Youngblood; Attorney Keith Martin; Fire Chief Landry Merkison; Chief of Staff Laura Richardson; Robert Mundy; various employees from County departments; and other individuals.

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

Chairman Jackson called for a motion to adopt the agenda for August 25, 2022. Vice-Chair Smith made the motion to approve the agenda, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

1. Calendar Call.
 - a. **Robert Spencer Mundy (Fire Department)** – Grievance filed June 24, 2022 regarding: “Civil Service Rule 5.203(b)”.
 - i. Chairman Jackson asked if the County was ready to move forward. County Attorney Michelle Youngblood replied in the affirmative.
 - ii. Chairman Jackson asked if the Appellant was present and ready to move forward. Robert Mundy replied in the affirmative.
2. **(Grievance) Robert Spencer Mundy (Fire Department)** – Grievance filed June 24, 2022 regarding: “Civil Service Rule 5.203(b)”. [9:12 a.m.]
 - a. Chairman Jackson explained the hearing process and time limits in detail to Robert Mundy.

- b. Civil Service Board Attorney Fred Zimmerman swore in all the witnesses present.
- c. Robert Mundy presented his opening statement to the Board.
- d. County Attorney Michelle Youngblood presented the County's opening statement to the Board.
- e. Robert Mundy presented his testimony to the Board.
- f. County Attorney Michell Youngblood began questioning Robert Mundy. Mr. Mundy responded in detail to all questions posed by County Attorney Youngblood.
- g. The Board began questioning Robert Mundy. He responded in detail to all questions posed by the Board. Chairman Jackson asked the Board if there were any other questions for Mr. Mundy. There were none.
- h. Robert Spencer tendered Appellant's Exhibits A-1, 1-2, and A-3. County Attorney Youngblood had no objections.
- i. County Attorney Michelle Youngblood called witness Fire Chief Landry Merkison to the witness stand. He stated his name, position, and tenure. County Attorney Youngblood began questioning Chief Merkison. Chief Merkison responded in detail to all questions posed by County Attorney Youngblood.
- j. Robert Mundy had no questions for Fire Chief Landry Merkison.
- k. The Board began questioning Fire Chief Landry Merkison. He responded in detail to all questions posed by the Board. Chairman Jackson asked the Board if there were any other questions for Chief Merkison. There were none.
- l. Chairman Jackson dismissed Fire Chief Landry Merkison from the witness stand.
- m. County Attorney Michelle Youngblood called witness Human Resources Director Pamela Ambles to the witness stand. She stated her name, position, and tenure. County Attorney Youngblood began questioning Director Ambles. Director Ambles responded in detail to all questions posed by County Attorney Youngblood.
- n. Robert Mundy had no questions for Human Resources Director Pamela Ambles.
- o. The Board began questioning Human Resources Director Pamela Ambles. She responded in detail to all questions posed by the Board. Chairman Jackson asked the Board if there were any other questions for Director Ambles. There were none.
- p. Director Ambles stated that Chief Administrative Officer Noi Souphanthavong would be attending the Executive Session on her behalf.

- q. Human Resources Director Ambles commented directly to Chief Mundy that she wants him to have as much salary as he possible can get, but she is speaking of the Rules and Regulations as they are.
- r. Fire Chief Landry Merkison presented to the Board the salary clarification on the Fire position's rankings and tenures.
- s. Discussion: The Board, Human Resources Director Pamela Ambles, and Fire Chief Landry Merkison regarding the Fire promotional rules, tenures, and compensation study.
- t. Mr. Bartlett requested that Human Resources Pamela Ambles document be retained for discussion in the Executive Session Meeting.
- u. Discussion: The Board, County Attorney Michelle Youngblood, and Civil Service Board Attorney Fred Zimmerman referencing if Human Resources' document may be retained as evidence.
- v. **For the Record:** County Attorney Michelle Youngblood advised the Board that from a general and global perspective on whatever decision you make now is going to apply to every hearing you have for now on. We have deadlines to submit exhibits for every hearing we have for this Board. The Board is entitled to rely on today's testimonies.

County Attorney Michelle Youngblood continued to state she has to take a position to apply across the board that the Board have procedures for submissions of exhibits, and they have to follow in every case, and she do not think it is appropriate to depart from the procedures in this case.
- w. County Attorney Michelle Youngblood stated that there will be no more witnesses and the County rests its case.
- x. Robert Mundy had no closing arguments to present to the Board.
- y. County Attorney Michelle Youngblood presented the County's closing arguments to the Board.
- z. Chairman Jackson called for a motion to adjourn into Executive Session to discuss *Robert Mundy (Fire Department)* – Grievance filed June 24, 2022, regarding: “Civil Service Rule 5.203(b)”. Vice-Chair Smith made the motion to adjourn into Executive Session at 10:31 a.m., second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
- aa. Chairman Jackson called the meeting back in session at 10:55 a.m.

- bb. Chairman Jackson called for a motion regarding: *Robert Mundy (Fire Department) Grievance* filed June 24, 2022, regarding: "Civil Service Rule 5.203(b)". Ms. Phillips-Hall made the motion to recommend the Board adhere to the current Civil Service Rule, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
 - cc. Chairman Jackson recommended to Human Resources Director Pamela Ambles that when the Rewrite Committee reconvenes, we need to revisit Rule 5.203(b) theory.
3. Discussion item(s).
- a. Hearing Officers Process.
 - i. Human Resources Pamela Ambles presented to the Board a presentation on the Hearing Officer Process and Next Steps.
 - ii. Open Discussion: The Board, County Attorney Michelle Youngblood, Civil Service Board Attorney Fred Zimmerman, and Human Resources Director Pamela Ambles concerning the Hearing Officer's on-boarding, conflict situations, and recusal process.
 - iii. Attorney Keith Martin commented he has not received any notices from Human Resources or the County on recusals or motions and no one is here representing the Appellants. He continued to comment he would be filing a motion to recuse Ms. Lancaster, Chairman Jackson, and Ms. Phillips-Hall on every case.
 - iv. Open Discussion: The Board, Attorney Martin, and Director Ambles on the Hearing Officer's Ordinances and communication with the employees.
 - v. **For the Record:** County Attorney Michelle Youngblood stated she has not filed anything that Attorney Martin was not served with and any cases he has not been involved in.
 - vi. Open Discussion: The Board, County Attorney Youngblood, and Attorney Martin discussed the effectiveness of filing Motions to Stay on all the cases.
 - vii. **For the Record:** Vice-Chair Smith stated he opposed the motion to stay all cases.
 - viii. Open discussion continued with the Board, Director Ambles, County Attorney Youngblood, and Attorney Martin on conflict deadlines, Hearing Officer's determination factors, and communication sources.
 - ix. Attorney Keith Martin recommended to the Board to not remove the Motion to Stay until the Hearing Officer process is solidified. The Board and County Attorney Youngblood agreed.
 - x. A discussion continued regarding calendar call, conflict of interest letter, conflict form, official notification of conflict, and the intent to accelerate the Sheriff's Office cases on moving forward.
 - xi. Attorney Keith Martin requested a copy of the Hearing Officer Procedures.
 - xii. Chairman Jackson recommended to discuss the reversal of the Motion to Stay all Sheriff's Office cases at the next Special Call Meeting.
 - xiii. Human Resources Director Pamela Ambles confirmed to the Board that a Special Called Meeting is needed to rescind the Motion to Stay all Sheriff's


cases, and stated she would have the written procedures in place by the next Special Called Meeting Wednesday, September 21, 2022.

xiv. Human Resources Director Pamela Ambles wanted to thank the Board, County Attorney Youngblood, and Attorney Martin for their feedback, and that she is very passionate about Human Resources, Clayton County, as well as the employees for their feedback.


4. Executive Session (as needed).
 - a. None needed.
5. Other business.
 - a. Chairman Jackson called for a motion. Ms. Lancaster made the motion to have the next Special Called Meeting on September 21, 2022, second by Vice-Chair Smith. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Jackson stated that all matters have been concluded and called for a motion to adjourn this meeting. Vice-Chair Smith made the motion to adjourn, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Meeting adjourned.



DR. CEPHUS JACKSON
CHAIRMAN



PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR