

CIVIL SERVICE BOARD MEETING

October 25, 2023

A regular called meeting of the Clayton County Civil Service Board was held on Wednesday, October 25, 2023, in-person and virtually via Zoom Video Communications.

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

Members absent: None

Also present: Human Resources Director Pamela Ambles and staff; Civil Service Board Attorney Fred Zimmerman; County Attorney Michelle Youngblood; Appellant Attorney Keith Martin (via Zoom); Major Jason Martin; Staff Attorney Tameka West Bernard; Staff Attorney India Mitchell; Solicitor General Charles Brooks; Tavares Daniels; Tavisia Thomas; Kimberly Bradley, Alicia Powell; Abreyanna Sessions; Miranda Kim; Resilience Sustainability Director Ryan Morrison; employees from County departments; and other individuals.

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

Chairman Smith called for a motion to adopt the agenda for October 25, 2023. Vice-Chair Jackson made the motion to adopt the agenda, second by Ms. 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 September 27, 2023.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Minutes, second by Ms. Phillips-Hall. 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 ***Kyle Sheritt, Fire Department*** grievance heard on September 27, 2023.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Minutes, second by Ms. Watkins. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

3. Considered for approval the Written Civil Service Board's Decision regarding ***Kyle Sherrit, Fire Department***, grievance heard on September 27, 2023. Motion carried by unanimous vote (5-0) to deny the grievance.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Decision, second by Ms. Watkins. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
4. Considered for approval the Written Civil Service Board's Decision regarding ***Brian Godboldt, Police Department***, grievance scheduled to be heard September 27, 2023. Dismissed, the Board accepted the Appellant's withdrawal and terminated the grievance.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Decision, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
5. Considered for approval the Civil Service Board's Executive Session Minutes regarding ***Nicholas Deaton, Police Department***, demotion appeal heard on September 27, 2023.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Minutes, second by Ms. Watkins. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
6. Considered for approval the Written Civil Service Board's Decision regarding ***Nicholas Deaton, Police Department***, demotion appeal heard on September 27, 2023. Motion carried by unanimous vote (4-0) to uphold the County's decision for demotion.
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to approve the Decision, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (4-0).
7. Considered request from Police Chief Kevin Roberts for leave without pay for ***Police Services Clerk Charlotte Vega, Police Department***, from October 12, 2023 through October 20, 2023, tentative. (Civil Service Board was polled and approved on October 4, 2023 by Smith, Jackson, Phillips-Hall, and Watkins)
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to confirm the vote, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
8. Considered request from ***Police Services Clerk Charlotte Vega, Police Department***, to receive annual leave donations. (Civil Service Board was polled and approved on October 4, 2023 by Smith, Jackson, Phillips-Hall, and Watkins)

- a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to confirm the vote, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
9. Considered request from *Fire Captain Michael Cooper, Fire Department*, to use sick leave reserve. (Civil Service Board was polled and approved on October 9, 2023 by Smith, Jackson, Lancaster, and Phillips-Hall)
 - a. Chairman Smith called for a motion. Vice-Chair Jackson made the motion to confirm the vote, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
 10. Other business.
 - a. Employee Professional Development Program Certificate
 - Kimberly Bradley – Information Technology
 - Alicia Powell – Parks and Recreation
 - Abreyanna Sessions – Solicitor General
 - Miranda Kim – Solicitor General
 - i. Human Resources Director Pamela Ambles and Human Resources Officer Ryan Shaw presented certificates to all parties.
 11. Calendar Call.
 - a. **Kathryn Thrift (Police Department)** – Termination appeal filed May 18, 2020 regarding: “My termination”. Appellant Attorney Grady Dukes requested a continuance on October 9, 2023. Human Resources Director Pamela Ambles granted the request.
 - i. Chairman Smith confirmed the continuance request was granted by Human Resources Director Pamela Ambles.
 - b. **George Murphy (Corrections)** – Grievance filed on June 16, 2023 regarding: “Written reprimand and retaliation”. Appellant George Murphy requested a continuance on October 11, 2023. Human Resources Director Pamela Ambles granted the request.
 - i. Chairman Smith confirmed the continuance request was granted by Human Resources Director Pamela Ambles.
 - c. **Joleane Hughey (Juvenile Court)** – Suspension appeal filed September 21, 2023 regarding: “Suspended without pay for 3 days from September 19, 2023 through September 21, 2023”. County Attorney Michelle Youngblood requested a

continuance on October 3, 2023. Human Resources Director Pamela Ambles granted the request.

- i. Chairman Smith confirmed the continuance request was granted by Human Resources Director Pamela Ambles.
- d. **Tavisa Thomas (Sheriff's Office)** – Termination appeal filed December 28, 2018 regarding: “Termination”.
- i. Chairman Smith asked if the County was ready to move forward. County Attorney Anita Thomas replied in the affirmative.
 - ii. Chairman Smith asked if the Appellant was ready to move forward. Tavisa Thomas replied in the affirmative.
 - iii. Chairman Smith confirmed Major Jason Martin would be a witness for the County.
 - iv. Tavisa Thomas confirmed to the Board she has no witnesses to testify.
- e. **Tavares Daniels (Sheriff's Office)** – Termination appeal filed January 16, 2019 regarding: “I am appealing the disciplinary action ordered by Sheriff Victor Hill. Sheriff Victor Hill ordered me to be terminated on January 14, 2019”.
- i. Chairman Smith asked if the County was ready to move forward. County Attorney Joshua Kirschner replied in the affirmative.
 - ii. Chairman Smith asked if the Appellant was ready to move forward. Tavares Daniels replied in the affirmative.
 - iii. Chairman Smith confirmed Major Jason Martin would be a witness for the County.
 - iv. Tavares Daniels confirmed to the Board he had no witnesses to testify.

Chairman Smith called for a motion to amend the agenda for October 25, 2023. Vice-Chair Jackson made the motion to move item 15c Ryan Morrison/Leave Accruals to item 13, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

12. Ryan Morrison – Leave Accruals

- a. Human Resources Director Pamela Ambles and Human Resources Assistant Manager Natalie Hewitt presented to the Board the request to deduct 384 hours from sick leave reserve to the Board.
- b. The Board had questions for Director Ambles and Assistant Manager Hewitt. Director Ambles and Assistant manager Hewitt responded to all questions in detail posed by the Board.
- c. Vice-Chair Jackson made the motion to approve the request, second by Chairman Smith. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Smith dismissed all parties in Tavis Thomas and Tavares Daniels cases until 11:00 a.m. due to the Civil Service Board's Annual Training.

13. Civil Service Board's Annual Training – Tameka Bernard, Staff Attorney
 - a. Human Resources Director Pamela Ambles recognized the Human Resources team: Noi Souphanthavong, Shirley Horton, Becky Robinson, Natalie Hewitt, Ryan Shaw, Toni Morrison, Edward Lance, and Jada Webb. All would be attending the training.
 - b. Staff Attorney Tameka West Bernard introduced herself to the Board and began presenting the Annual Civil Service Board's training on Equal Employment Opportunity Commission (EEOC).

Chairman Smith called for a motion. Vice-Chair Jackson made the motion to take a break, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Smith called the meeting back in session at 11:21 a.m.

14. ***(Termination) Tavis Thomas (Sheriff's Office)*** – Termination appeal filed December 28, 2018 regarding: "Termination". [11:26 a.m.]
 - a. County Attorney Joshua Kirshner confirmed to the Board that Major Jason Martin would be testifying on behalf of the County.
 - b. Tavis Thomas confirmed to the Board she would be testifying on her behalf.
 - c. Civil Service Board Attorney Fred Zimmerman swore in all witnesses present. [Tavis Thomas and Major Jason Martin]
 - d. Chairman Smith explained the hearing process and time limits in detail to Tavis Thomas and the County and announced that Ms. Lancaster would be the timekeeper.
 - e. County Attorney Joshua Kirschner presented the County's opening statement to the Board.
 - f. Tavis Thomas presented the Appellant's opening statement to the Board.
 - g. County Attorney Joshua Kirschner called Major Jason Martin to the witness stand. He stated his name, position, and tenure. County Attorney Kirschner began questioning Major Martin. Major Martin responded in detail to all questions posed by County Attorney Kirschner. County Attorney Kirschner mentioned Appellant's Exhibits A-5, page 11 and A-7, page 13.
 - h. Tavis Thomas had no questions for Major Jason Martin.

- i. The Board began questioning Major Jason Martin. Major Martin responded in detail to all questions posed by the Board.
- j. [TIME CHECK] Ms. Lancaster announced the County had 1 hour 13 minutes remaining.
- k. County Attorney Joshua Kirschner began requestioning Major Jason Martin. Major Martin responded in detail to all questions posed by County Attorney Kirschner.
- l. The Board began requestioning Major Jason Martin. Major Martin responded in detail to all questions posed by the Board.
- m. Chairman Smith dismissed Major Jason Martin from the witness stand.
- n. County Attorney Joshua Kirschner confirmed to the Board the County had no other witnesses.
- o. Tavisia Thomas confirmed to the Board the Appellant had no other witnesses.
- p. Tavisia Thomas took the witness stand to present her testimony in detail to the Board.
- q. County Attorney Joshua Kirschner began questioning Tavisia Thomas. Ms. Thomas responded in detail to all questions posed by County Attorney Kirschner. County Attorney Kirschner mentioned Appellant's Exhibit A-1, pages 12, 20, and 21.
- r. The Board began questioning Tavisia Thomas. Ms. Thomas responded in detail to all questions posed by the Board.
- s. Chairman Smith dismissed Tavisia Thomas from the witness stand.
- t. County Attorney Joshua Kirschner confirmed to the Board the County rested.
- u. Tavisia Thomas confirmed to the Board the Appellant rested.
- v. County Attorney Joshua Kirschner stated the County reserved rights to close last.
- w. Tavisia Thomas tendered the Appellant's completed package. County had no objections.
- x. County Attorney Joshua Kirschner requested the Board to include in the record the entirety of last week's hearings on continuance in this case. [For lack of preparedness the County did not have proper time to submit witness list and exhibits]. Chairman Smith replied in the affirmative.
- y. Tavisia Thomas presented the Appellant's closing statement to the Board.

- z. County Attorney Joshua presented the County’s closing arguments to the Board.
- aa. Chairman Smith called for a motion to adjourn into Executive Session at 1:11 p.m. to discuss *Tavisa Thomas (Sheriff’s Office)* – Termination filed December 16, 2019, regarding: “Termination”. Vice-Chair Jackson made the motion to adjourn into Executive Session, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).
- bb. Chairman Smith called the meeting back to order at 1:31 p.m.
- cc. Chairman Smith called for a motion regarding *Tavisa Thomas (Sheriff’s Office)* – Termination filed December 16, 2019, regarding: “Termination”. Vice-Chair Jackson made the motion to overturn the County’s termination and reinstate the employee, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Smith called for a motion. Vice-Chair Jackson made the motion to take a lunch break, second by Ms. Lancaster. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

Chairman Smith called the meeting back to order at 2:49 p.m.

- 15. ***(Termination) Tavares Daniels (Sheriff’s Office)*** – Termination appeal filed January 16, 2019 regarding: “I am appealing the disciplinary action ordered by Sheriff Victor Hill. Sheriff Victor Hill ordered me to be terminated on January 14, 2019”. [2:50 p.m.]
 - a. County Attorney Josh Kirschner requested to the Board if County could submit two witnesses, Major Jason Martin and Investigator Louis Gomez. Tavares Daniels had no objections.
 - b. The Board denied Associate Josh Kirschner request for Investigator Louis Gomez to testify. Chairman Smith dismissed Investigator Gomez from the hearing.
 - c. Civil Service Board Attorney Fred Zimmerman sworn in all witnesses present. [Major Jason Martin and Tavares Daniels]
 - d. County Attorney Joshua Kirschner presented the County’s opening statement in detail to the Board.
 - e. Tavares Daniels presented the Appellant’s opening statement in detail to the Board.
 - f. County Attorney Joshua Kirschner called Major Jason Martin to the witness stand. He stated his name, position, and tenure. County Attorney Kirschner began questioning Major Martin. Major Martin responded in detail to all questions posed by County Attorney Kirschner. County Attorney Kirschner mentioned County’s Exhibit C-1, pages 3, 7, 19, and 20.

- g. [TIME CHECK] Ms. Lancaster announced the County had 1 hour and 6 minutes remaining.
- h. Josh Kirschner continued questioning Major Jason Martin. Major Martin responded in detail to all questions posed by Mr. Kirschner. Mr. Kirschner mentioned County's Exhibit C-1, pages 3, 4, 5, and 18.
- i. Tavares Daniels began cross-examination of Major Jason Martin. Major Martin responded in detail to all questions posed by Mr. Daniels. Mr. Daniels mentioned County's Exhibit C-1, page 27.
- j. The Board had no questions for Major Jason Martin.
- k. Chairman Smith dismissed Major Jason Martin from the witness stand.
- l. County Attorney Joshua Kirschner confirmed to the Board the County had no other witnesses.
- m. Tavares Daniels took the witness stand to present his testimony in detail to the Board.
- n. Josh Kirschner began questioning Tavares Daniels. Mr. Daniels responded in detail to all questions posed by County Attorney Kirschner. County Attorney Kirschner mentioned County's Exhibit C-1, pages 11, 12, 13, 19, 21, 23, 24, 25, and 26.
- o. The Board began questioning Tavares Daniels. Mr. Daniels responded in detail to all questions posed by the Board.
- p. Chairman Smith dismissed Tavares Daniels from the witness stand.
- q. County Attorney Joshua Kirschner tendered County's Exhibit C-1, pages 34. Tavares Daniels had no objections.
- r. [TIME CHECK] Ms. Lancaster announced Appellant had 1 hour and 9 minutes remaining, and County had 32 minutes remaining.
- s. Tavares Daniels presented the Appellant's closing statement to the Board.
- t. County Attorney Joshua Kitschier presented the County's closing statement to the Board.
- u. Chairman Smith called for a motion to adjourn into Executive Session at 5:06 p.m. to discuss *Tavares Daniels (Sheriff's Office)* – Termination filed January 16, 2019 regarding: "I am appealing the disciplinary action ordered by Sheriff Victor Hill. Sheriff Victor Hill ordered me to be terminated on January 14, 2019". Vice-Chair

Jackson made the motion to adjourn into Executive Session, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0).

- v. Chairman Smith called the meeting back in session at 5:21 p.m.
- w. Chairman Smith called for a motion regarding *Tavares Daniels (Sheriff's Office)* – Termination filed January 16, 2019 regarding: “I am appealing the disciplinary action ordered by Sheriff Victor Hill. Sheriff Victor Hill ordered me to be terminated on January 14, 2019”. Vice-Chair Jackson made the motion to uphold the County’s decision for termination, second by Ms. Phillips-Hall. No further discussion on the motion made. Motion carried by unanimous vote (5-0)

16. Discussion items.

- a. Confirmed meeting date(s) for November 2023.
 - i. Human Resources Director Pamela Ambles confirmed the next Regular Called Meeting would be November 15, 2023 at 9:00 a.m.
 - ii. Human Resources Director Pamela Ambles announced there would be a Special Called Meeting on November 16, 2023.
 - iii. Human Resources Director Pamela Ambles announced December 20, 2023 would be a Regular Called Meeting
- b. Upcoming cases for November 15, 2023. (Regular Called)
 - i. *Kathryn Thrift (Sheriff's Department)* – Termination
 - ii. *Joleane Hughey (Juvenile Court)* – Suspension
 - iii. *Desmond Coleman (Sheriff's Department)* – Termination
 - iv. Human Resources Director Pamela Ambles announced the deadlines for November 15, 2023 Board meetings would be: Witness List (November 1st), Exhibits (November 1st), and Continuance Request (November 6th)

17. Executive Session (as needed).


- a. None needed.

18. Other business.

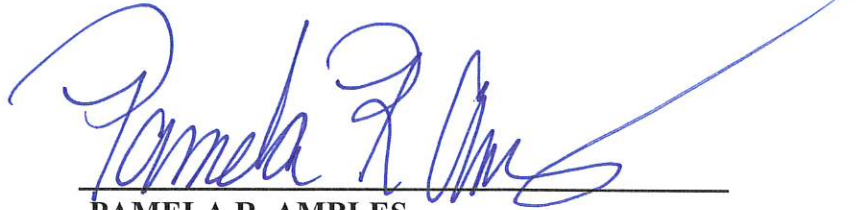
- a. There were none.

Chairman Smith stated that all matters have been concluded and called for a motion to adjourn this meeting. Vice-Chair Jackson 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 at 5:30 p.m.



**K. TERRANCE SMITH
CHAIRMAN**



**PAMELA R. AMBLES
HUMAN RESOURCES DIRECTOR**