

CIVIL SERVICE BOARD MEETING POST SUMMARY



August 6, 2014

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

Others Present: **Human Resources Director Renee Bright and staff; Tamara Duggans, Human Resources Manager/Comp. & Class; Civil Service Board Attorney Joe Harris; County Attorney Michelle Youngblood; Police Department Legal Advisor Kenneth Green; Police Chief Gregory Porter; Deputy Chief of Police Gina Hawkins; Police Captain Rebecca Brown; Fire Chief Landry Merkison; various employees from County departments; and other individuals.**

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1. The meeting was called to order at 9:05 a.m.
 2. The Agenda was adopted with an amendment: add item 14 – Board’s Policy on Continuance.
 3. The Civil Service Board’s minutes for July 9, 2014, were approved.
 4. The Civil Service Board’s minutes for July 17, 2014, were approved.
 5. The Civil Service Board’s Executive Session Minutes for the Scott Smith, Sheriff’s Office, termination appeal heard on July 17, 2014, were approved.
 6. The Civil Service Board’s Decision regarding Scott Smith, Sheriff’s Office, termination appeal heard on July 9 and July 17, 2014, was approved.
 7. The Civil Service Board’s Decision regarding Crystal Harris, Police Department/Animal Control, termination appeal called on July 9, 2014, was approved.

8. The Civil Service Board's Decision regarding Nicholas Swaim, Sheriff's Office, termination appeal called on July 9, 2014, was approved.
9. The request from Fire Chief Landry Merkison concerning a clarification of calling for a new list and issue with filling a vacancy in training was heard. The Board approved a one-time request to Human Resources Director Renee Bright to make a new promotional list for the position of Lieutenant.
10. The request from Chief Gregory Porter to extend the promotional probationary period of Captain Rebecca Brown for six (6) months was approved (written request was different from verbal request, due to medical privacy).
11. The request from Assistant Chief Deputy Shawn Southerland to extend the probationary period of Jeron Maklanron for six (6) months was approved.
12. Calendar Call.
 - a. **Barry Cauthen, Sheriff's Office** – Termination Appeal continued at the request of Appellant Attorney Thomas Florio due to court conflicts.
 - b. **Cassandra Pitts, Sheriff's Office** – Demotion and Termination Appeals continued due to the unavailability of Appellant's attorney, Janet Scott.
 - c. **Sherice Jones, Police Department** – Termination Appeal continued at the request of Appellant Attorney Keith Martin due to court conflicts.
 - d. **Sonja Sanchez, Sheriff's Office** – Termination Appeal continued at the request of Appellant Attorney Keith Martin due to court conflicts.
 - e. **Enrique St. Louis, Sheriff's Office** – Termination Appeal continued at the request of Appellant Attorney Thomas Florio due to court conflicts.
13. **Grievance** – Considered grievance filed on February 7, 2014, by Kenneth H. Green with regards to: Denial of due process due to County's delay in responding to a Title VII race discrimination complaint.
 - a. Mr. Kenneth Green made a motion to withdraw his grievance regarding the Title VII race discrimination complaint.
 - b. The Board approved the withdrawal.

14. **Grievance** – Considered grievance filed on January 9, 2014, by Kenneth H. Green with regards to: On December 17, 2013, the Board of Commissioners adjusted the Sheriff’s Legal Advisor pay from grade 31/ step 1 to grade 31/ step 14.
 - a. The Board made the following recommendation: Mr. Green’s pay should be adjusted to at a minimum step 31/14 but to be patently fair considering his years of service to the County that his pay should go to 31/21 which will be a 13 step increase in accordance with what the Legal Advisor for the Sheriff’s Department was granted. Motion included that the adjustment should be retroactive back to December 17, 2013 or the first effective date that Mr. Oliver received his increase in pay.

15. Discussion item.
 - a. New Board member.
 - i. Human Resources Director Rene Bright informed the Board the Board of Commissioners appointed Dr. Cephus Jackson to fill the term of former Board member, Lori Favre, and stated she would reach out to him for the September meetings.

16. Other business.
 - a. Board’s Policy on Continuances.
 - i. The Board voted to table this matter until other issues were resolved.
 - b. Board’s Compensation.
 - i. The Board approved and asked Human Resources Director Bright to approach the Board of Commissioners for compensation more fairly in line with the regular meeting to allow it to meet three (3) days a week (3) weeks out of a month to get within hearing an appeal and/or grievance within a 90-day window.

17. The meeting was adjourned.