

REGULAR CALLED CIVIL SERVICE BOARD AGENDA



March 2, 2016

9:00 A.M.

1. Call meeting to order.
2. Adopt Agenda for this meeting.
3. Consider for approval the Civil Service Board's Meeting Minutes held on February 3, 2016.
4. Consider for approval the Executive Session Minutes regarding **Mark Felgenhauer, Sheriff's Office**, grievance heard on February 3, 2016.
5. Consider for approval the Civil Service Board's Advisory Opinion and Grievance Recommendation regarding, **Mark Felgenhauer, Sheriff's Office**, grievance heard on February 3, 2016.
6. Consider for approval the Executive Session Minutes regarding **Michael Hensley, Sheriff's Office**, grievance heard on February 3, 2016.
7. Consider for approval the Civil Service Board's Advisory Opinion and Grievance Recommendation regarding, **Michael Hensley, Sheriff's Office**, grievance heard on February 3, 2016.
8. Consider for approval the Executive Session Minutes regarding **Robert Lane, Sheriff's Office**, grievance heard on February 3, 2016.
9. Consider for approval the Civil Service Board's Advisory Opinion and Grievance Recommendation regarding, **Robert Lane, Sheriff's Office**, grievance heard on February 3, 2016.
10. Consider for approval the Executive Session Minutes regarding **Timmy Ray Sweat, Fire Department**, grievance heard on February 3, 2016.
11. Consider for approval the Civil Service Board's Advisory Opinion and Grievance Recommendation regarding **Timmy Ray Sweat, Fire Department**, grievance heard on February 3, 2016.

12. Chairman Bartlett to present the following certificates:
 - a. **Employee Professional Development**
 - i. Tifani Booker, Police
 - ii. Lorinne Moffitt, Community Development/Grant-NSP
 - b. **Manager's Basic Skills Certificate**
 - i. Kimberly Clayton, Library/Forest Park
 - ii. Jennifer Crane, Juvenile Court
 - iii. Noi Souphanthavong, Human Resources
 - c. **Manager's Professional Skills Certificate**
 - i. Kimberly Clayton, Library/Forest Park
 - ii. Marc Richards, Police
 - iii. Carol Seaton, Community Development/Grant-NSP
 - iv. Noi Souphanthavong, Human Resources
13. Consider request from **Jeffrey Dobbins, Buildings & Maintenance**, for annual leave donation.
14. Consider request from the Sheriff's Office to extend the probationary period of **Daniel Serene** for an additional six (6) months.
15. Calendar Call.
 - a. **Cyd Cox (Information Technology)** – Appeal filed May 29, 2013, regarding: “Termination from my position as Division Manager in the Information Technology Department”.
 - b. **Brenda Lee Thomas (Sheriff)** – Grievance filed June 3, 2015, regarding: “Improper promotion within the department”. Grievant's attorney, Kimberly Bandoh, requested a continuance on February 12, 2016.
 - c. **James Slaughter, III (Fire & Emergency Services)** – Appeal filed August 20, 2013, regarding: “Forty-eight (48) hours suspension without pay and issuance of demotion track letter”. Appeal was withdrawn by employee on February 11, 2016.
16. Discussion item.
 - a. Select meeting date(s) for April 2016.
17. Other business.
18. Adjournment.