

SPECIAL CALLED CIVIL SERVICE BOARD MEETING

APRIL 14, 2016

A special called meeting of the Clayton County Civil Service Board was held on Thursday, April 14, 2016, in the Commissioners' Board Room.

Members present: Larry Bartlett, Chairman
 Troyce B. Lancaster, Vice-Chair
 Virginia Phillips-Hall, Member
 Dr. Cephus Jackson, Member
 J. Mark Trimble, Member

Also present: Human Resources staff; Civil Service Board Attorney Joe Harris; Clayton County Chief Operating Officer Detrick Stanford; County Attorney Michelle Youngblood; Pamela Ambles; Nella Cooper; Tamara Duggans; Wanda Willis; various employees from County departments; and other individuals.

Chairman Bartlett called the meeting to order at 9:06 a.m.

Chairman Bartlett called for a motion to adopt the agenda. Mr. Trimble made the motion to adopt the agenda, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by a unanimous vote.

1. **Executive Session** – Interviews for Human Resources Director position.
 - a. Chairman Bartlett called for a motion to adjourn into Executive Session to start the interview process for the Human Resources Director position. Dr. Jackson made the motion, second by Vice-Chair Lancaster. **Discussion on the motion made:** Chairman Bartlett confirmed the attendees in Executive Session as follows: Board members, Chief Operating Officer Detrick Stanford and Civil Service Board Attorney Joe Harris. No further discussion on the motion made. Motion carried by a unanimous vote.
 - b. Chairman Bartlett called the meeting back to order.
 - c. Chairman Bartlett called for a motion in reference to the Executive Session interviews for Human Resources Director. Mr. Trimble made the motion that based on the interview process and the scoring matrix that the Board recommend to the Board of Commissioners Pamela (Pam) Ambles for the Human Resources Director position, second by Dr. Jackson. No further discussion on the motion made. Motion carried by a unanimous vote.

- d. Chairman Bartlett called for a motion to move Item #5 to #4 and #4 to #5. Dr. Jackson made the motion, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by a unanimous vote.
2. Discussion item.
 - a. Draft of written proposal to Board of Commissioners regarding backlog of cases.
 - i. Chairman Bartlett called for a motion. Mr. Trimble made the motion that the proposal be approved as written and forwarded to Mr. Harris on the Board's behalf, so that he could finalize the draft and send it to the Board of Commissioners, second by Dr. Jackson. No further discussion on the motion made. Motion carried by a unanimous vote.
3. **Annual Training** – Civil Service Board.
 - a. The Civil Service Board received its Annual Training from Human Resources Officer Pamela Ambles in open session. (*Training material was provided and made part of the Minutes*).
4. Other business.
 - a. A discussion between the Board and County Attorney Michelle Youngblood occurred regarding a possible continuance request for the *Frances White (Magistrate Court)* termination appeal hearing scheduled for June 1, 2016.
 - b. County Attorney Youngblood advised Magistrate Court contacted Human Resources Department and informed Chief Judge Wanda Dallas may have a possible conflict on this date, but a written continuance request had not been provided and may not be warranted.

Chairman Bartlett stated that all matters have been concluded and called for a motion to adjourn this meeting. Mr. Trimble made the motion to adjourn, second by Vice-Chair Lancaster. No further discussion on the motion made. Motion carried by a unanimous vote.

Meeting adjourned.


LARRY A. BARTLETT
CHAIRMAN


DETRICK STANFORD
INTERIM HUMAN RESOURCES DIRECTOR