

# *CIVIL SERVICE BOARD MEETING POST SUMMARY*



*December 2, 2015*

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**Members Present:**

**Larry A. Bartlett, Chairman  
Virginia Phillips-Hall, Member  
Troyce Lancaster, Vice-Chair  
Dr. Cephus Jackson, Member  
J. Mark Trimble, Member**

**Others Present:**

**Human Resources Director Renee Bright and staff; Civil Service Board Attorney Joe Harris; Police Department Legal Advisor Kenneth Green; Deputy Chief of Police Gina Hawkins; Building and Maintenance Director Les Markland; County Attorney Michelle Youngblood; Fire Chief Landry Merkison; Attorney Grady Dukes; Alan Smithwick; various employees from County departments; and other individuals.**

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1. The meeting was called to order at 9:07 a.m.
  2. The Board adopted the agenda. (On the record: Board member, Virginia Phillips-Hall and Board's attorney, Joe Harris, were not in attendance, due to major accident causing traffic jams.)
  3. The Civil Service Board's Meeting Minutes held on November 4 2015, was approved.
  4. The Executive Session Minutes regarding **Michael McDonald (Corrections/Refuse)**, termination appeal heard on November 4, 2015, was approved.
  5. The Civil Service Board's Decision regarding **Michael McDonald (Corrections/Refuse)**, termination appeal was approved.
  6. Request from **Robert Smith (Transportation and Development)**, to use Sick Leave for the care of his Father was approved.
  7. [For the record: Board member, Virginia Phillips-Hall, arrived at 9:13 a.m.]
  8. Request from **Ayana Adams, Sheriff's Office**, to receive annual leave donation was approved.

9. Request from Fire Chief Landry Merkison to extend the provisional appointments of the following for six months: **Carl Whitlock** (*provisionally appointed to Fire Sergeant/Inventory Control Supervisor*), **Keith Marler and Christophe Plessy** (*provisionally appointed to Paramedic Sergeant*), and **Thomas Dixon and Benjamin Hill** (*provisionally appointed to Fire Sergeant*) was approved.
10. Request from Interim Chief of Police Michael Register to extend the provisional appointments of the following, for 180 days or until new promotional lists are certified: **Manuel Santiago and Charles Hutchens** (*provisionally appointed to Sergeant*) was approved.
11. **Appeal** – Considered appeal filed by **Alan Smithwick**, on August 5, 2013, regarding: Termination.
  - a. The Board heard Mr. Smithwick’s termination appeal and voted 3-2, to overturn the department’s decision to terminate.
12. Discussion items.
  - a. Selected meeting date(s) for January 2016.
    - i. The Board voted to meet Wednesday, February 3, 2016, as its regular meeting date, and did not vote on a second meeting date.
    - ii. The Board further agreed to handle grievances on the February 3, 2012, agenda.
13. Other Business.
  - a. Considered update of revised amendment to Civil Service Rule 7.202(f).
    - i. The Board voted to accept the change as read and asked its Secretary, Human Resources Director Renee Bright to present to the COO and the Board of Commissioners.
  - b. Miscellaneous.
    - i. The Board exchanged birthday and Christmas’ wishes to all in attendance.
14. The meeting was adjourned.