

CIVIL SERVICE BOARD MEETING POST SUMMARY



July 13, 2016

Members Present: **Larry A. Bartlett, Chairman
Virginia Phillips-Hall, Member
Troyce Lancaster, Vice-Chair
Dr. Cephus Jackson, Member**

Members Absent: **J. Mark Trimble, Member**

Others Present: **Human Resources Officer Pamela Ambles and staff; Civil Service Board Attorney Laurel Henderson; County Attorney Michelle Youngblood; Police Department Legal Advisor Kenneth Green; Deputy Chief of Operation Gerald Fordham, Fire Department; Interim Director of Central Services Carol Rogers; Chief of Staff Dionne Dixon, Magistrate Court; Director of Senior Services Tori Strawter-Tanks; 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 Board adopted the agenda without any amendments.
 3. The Civil Service Board's Meeting minutes held on June 8, 2016, were approved.
 4. The Civil Service Board's Executive Session Minutes regarding Brenda Thomas (Sheriff), grievance heard on June 8, 2016, were approved.
 5. The Civil Service Board's Recommendation regarding Brenda Thomas (Sheriff), grievance heard on June 8, 2016, was approved.
 6. The Civil Service Board's Decision regarding Jarryn Bingham (Police), termination appeal called on June 8, 2016, was approved.

7. On the record: The Civil Service Board considered the request from Eric Wilkerson, Fire/E.M.S., for annual leave donation. The Board was polled prior to the meeting. The request was approved.
8. On the record: The Civil Service Board considered the request from John Conwell, Police Department, for annual leave donation. The Board was polled prior to the meeting. The request was approved.
9. The Civil Service Board considered request from Carol Rogers, Central Services, to use sick leave in lieu of annual leave for the care of her Mother. The request was approved.
10. The Civil Service Board considered request from Magistrate Court Chief Judge Wanda Dallas to extend the probationary period of Kyle Williams for an additional six months (until February 10, 2017). The request was approved.
11. The Civil Service Board considered request from Chief of Police Michael Register to place Carl H. Glorie on Leave Without Pay from July 11, 2016 to October 15, 2016. The request was approved.
12. The Civil Service Board considered request from Laicia “Simone” Lee, Probate Court, to use sick leave in lieu of annual leave for the care of her Mother. The request was approved.
13. Calendar call.
 - a. Frances White, Magistrate Court – Termination appeal filed October 21, 2013.
 1. The County’s continuance request was received and granted on June 16, 2016.
 - b. Andrew White, Sheriff’s Office – Termination appeal filed January 10, 2014.
 1. The County’s continuance request was received and granted on June 16, 2016.
 - c. Rachel Bizzell, Senior Services – Three day suspension appeal filed March 26, 2014.
 1. Ms. Bizzell was not in attendance when the appeal was called.
 2. County Attorney Michelle Youngblood requested a dismissal.
 3. The Board dismissed the appeal and removed the case from the log.
 4. **Note:** Information became available after the meeting, that Ms. Bizzell properly withdrew her appeal via email on June 21, 2016. Therefore, the appeal will be marked as being withdrawn rather than dismissed for failure to show.
 - d. Rachel Bizzell, Senior Services – Five day suspension appeal filed January 28, 2015.
 1. Ms. Bizzell was not in attendance when the appeal was called.
 2. County Attorney Michelle Youngblood requested a dismissal.
 3. The Board dismissed the appeal and removed the case from the log.
 4. **Note:** Information became available after the meeting, that Ms. Bizzell properly withdrew her appeal via email on June 21, 2016. Therefore, the appeal will be marked as being withdrawn rather than dismissed for failure to show.

- e. **Lori Webster, Sheriff's Office** – Grievance filed April 3, 2014.
 - 1. Ms. Webster withdrew the grievance on June 30, 2016.
 - f. **Lori Webster, Sheriff's Office** – Three day suspension appeal filed April 14, 2014.
 - 1. Ms. Webster withdrew the appeal on June 30, 2016.
 - g. **Lethris Murray, Transportation and Development** – Suspension appeal filed May 15, 2014.
 - 1. The County's continuance request was received and granted on June 16, 2016.
14. Discussion item.
- a. The Civil Service Board discussed the Recommended Change to Civil Service Rule 7.301. No change was made.
 - b. The next Civil Service Meeting will be on August 3, 2016. There will be no additional meeting date.
 - c. The cases to be heard during the August meeting will be Frances White, Andrew White and Terry Sapp.
15. Other Business
- a. Attorney Youngblood mentioned that e-mailed hearing notifications should have the entire e-mail addresses on them when printed for the purpose of documentation.
16. The meeting was adjourned.