

CIVIL SERVICE BOARD MEETING POST SUMMARY



June 8, 2016

Members Present:

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

Others Present:

Human Resources Officer Pamela Ambles and staff; Civil Service Board Attorney Joe Harris; County Attorney Michelle Youngblood; Chief of Police Michael Register; Police Department Legal Advisor Kenneth Green; E-911 Communications Director Gregory Porter; Assistant Chief Deputy Shawn Southerland, Sheriff; Attorney Keith Martin; Andrew White; Lisa Michelle Allen; Office Manager Margaret Cauchy, Solicitor General; Attorney Kimberly Bandoh; Brenda Thomas; various employees from County departments; and other individuals.

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1. The meeting was called to order at 9:06 a.m.
 2. The Board adopted the agenda with the following amendments: Item 10A (Extension of Probation for King) and Item 10B (Extension of Probation for Huitt). The agenda was approved.
 3. The Civil Service Board's Meeting minutes held on May 4, 2016, were approved.
 4. The Civil Service Board's Decision regarding **Zachary Nance (Corrections Department)** appeal called on May 4, 2016, was approved.
 5. The Civil Service Board's Executive Session minutes regarding **Andreon C. Smith (Corrections Department)** appeal heard on May 4, 2016, were approved.
 6. The Civil Service Board's Decision regarding **Andreon C. Smith (Corrections Department)** appeal heard on May 4, 2016, was approved.

7. The Civil Service Board's Executive Session minutes regarding **Personnel Issue** heard on May 4, 2016, were approved.
8. Request from **Lamarr Sullivan, Transportation & Development**, to use sick leave in lieu of annual leave for the care of his Mother was approved. Request sick leave use be made retroactive to April 5, 2016, was approved.
9. Requests from **Eitho Lemon, Refuse Control/Corrections Department**, to: (1) receive annual leave donation was approved and (2) release 74 hours held in sick leave reserve was approved.
10. Request from E-911 Communications Director Gregory Porter to extend the probationary period of **Lisa Michelle Allen** for six (6) months (until January 4, 2017) was approved.
11. Request from Chief of Police Michael Register to extend the probationary period of **Kyra T. King** for an additional six (6) months (until December 15, 2016) was approved.
12. Request from Chief of Police Michael Register to extend the probationary period of **Kali K. Huitt** for an additional six (6) months (until December 15, 2016) was approved.
13. Request from Solicitor General Tasha Mosley to extend the Leave of Absence for **Keith Gammage** through July 27, 2016, was approved.
14. Calendar call.
 - a. **Brenda Lee Thomas, Sheriff's Office** – Grievance filed June 3, 2015.
 - i. County Attorney Michelle Youngblood was present and ready to proceed.
 - ii. Attorney Kimberly Bandoh and Grievant, Brenda Thomas, were present and ready to proceed.
 - iii. The Board denied Ms. Thomas' grievance after hearing all evidence.
 - b. **Frances White (Magistrate Court)** – Appeal filed October 21, 2013, regarding: "Termination due to job performance." County's continuance request was received May 12, 2016, and was granted on May 17, 2016.
 - i. The Board confirmed Ms. White's appeal was continued.
 - c. **Jarryn Bingham (Police Department)** – Appeal filed October 25, 2013, regarding: "I am appealing the action of my termination from the Clayton County Police Department."
 - i. Attorney Youngblood was present and ready to proceed.
 - ii. Mr. Bingham was not in attendance when his case was called.
 - iii. Attorney Youngblood requested a dismissal.
 - iv. The Board voted to dismiss the appeal and removed the case from the log.

- d. **Andrew White (Sheriff's Office)** – Appeal filed January 10, 2014, regarding: “My termination due to untruthfulness and neglect to duty.”
 - i. Attorney Youngblood was present and ready to proceed.
 - ii. Attorney Keith Martin and Appellant, Andrew White, were present and ready to proceed.
 - iii. The Board dismissed all parties until 1:00 p.m.
 - iv. The Board agreed to place the appeal on the July agenda.
 - e. **Tina Smith (Transportation and Development)** – Appeal filed March 5, 2014, regarding: “Two (2) day suspension.” Employee withdrew her appeal on May 17, 2016.
 - i. The Board confirmed Ms. Smith withdrew her appeal on May 17, 2016, and removed the case from the log.
15. Discussion item.
- a. Selected meeting date(s) for July 2016.
 - i. The Board voted to move the July 6th meeting to July 13th.
 - b. Upcoming Cases.
 - i. The Board agreed to place ***Frances White*** and ***Andrew White*** on the July 13th agenda.
16. Other Business
- a. Chief Operating Officer Detrick Stanford notified Chairman Larry Bartlett that the Board of Commissioners voted to post the Human Resources Director position.
17. The meeting was adjourned.