

Regular Meeting

January 26, 2009
12:30 p.m.

A regular meeting of the Municipal Civil Service Commission convened on Monday, January 26, 2009, at 12:35 p.m. with Grady Pettigrew, Jr. and Jeffrey Porter in attendance.

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RE: Review and approval of the addendum from the September 29, 2008, regular meeting.

A motion to approve the minutes was made, seconded, and approved unanimously.

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RE: Review and approval of the minutes from the October 9, 2008 Special meeting.

A motion to approve the minutes was made, seconded, and approved unanimously.

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RE: Review and approval of the minutes from the disciplinary hearing from the November 18, 2008 Full Commission Hearing.

A motion to approve the minutes was made, seconded, and approved unanimously.

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RE: Review and approval of the minutes from the December 15, 2008 Regular meeting.

A motion to approve the minutes was made, seconded, and approved unanimously.

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RE: Review of the results of the pre-hearing conference review on the following appeal:

- a. Lisa Williams vs. Columbus City Schools; Food Service Manager. Trial Board Hearing scheduled for March 9, 2009; Appeal Number 08-BA-0018.*

Columbus City Schools submitted a Motion to Dismiss, but the Pre-Hearing Conference continued. Columbus City Schools will have three witnesses and the Appellant will have one witness. They estimate the hearing to last from two to three hours.

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RE: Review of the Findings and Recommendation of the Trial Board hearing held on November 17, 2008, Allen Carse vs. Columbus City Schools, Appeal Number 08-BA-0011 and Jody Sagstetter vs. Columbus City Schools, Appeal Number 08-BA-0012.

This item was deferred.

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RE: Columbus City School classification actions.

No classification actions from Columbus City Schools were submitted this month.

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RE: Request of the Civil Service Commission staff to revise the specification for the classification Network Analyst (Job Code 0521).

PRESENT: Barb Crawford, Personnel Analyst II

Barb Crawford presented this request to revise the specification for the classification Network Analyst as part of Civil Service Commission's effort to ensure that all classifications have been reviewed at least every five years. It was created in 2003 and has not been reviewed since its inception. There is currently one incumbent serving in this classification.

Within the five year span since this classification was created, there have been numerous new technologies implemented by the Department of Technology. Therefore, the term "Voice Over Internet Protocol (VOIP), wireless technologies" was added to the examples of work section. In keeping with the addition of duties relating to VOIP and wireless technologies, the knowledge, skills and abilities section was revised to include considerable knowledge of VOIP and wireless technology.

There were no revisions to the definition section, minimum qualifications section, examination type, or probationary period.

A motion to approve these requests was made, seconded, and approved unanimously.

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RE: Request of the Civil Service Commission staff to revise the specification for the classification Network Administrator (Job Code 0522)

PRESENT: Barb Crawford, Personnel Analyst II

Barb Crawford presented this request to revise the specification for the classification Network Administrator as part of Civil Service Commission's effort to ensure that all classifications have been reviewed at least every five years. It was created in 2003 and has not been reviewed since its inception. There are currently two incumbents serving in this classification.

Within the five year span since this classification was created, there have been numerous new technologies implemented by the Department of Technology. In order to address the use of these new technologies, the examples of work section was revised to include the following: "Configures Voice Over Internet Protocol (VOIP) system, utilizing VOIP VLANS, getways, and various customized options in the expansion of the City's VOIP; Coordinates the installation of wireless technologies such as wireless LAN, Point-to-Point and Point-to-MultiPoint for remote site connectivity; works with wireless controllers for management of the wireless devices." In keeping with the addition of duties relating to VOIP and wireless technologies, the knowledge, skills and abilities section was revised to include considerable knowledge of VOIP and wireless technology.

There were no revisions to the definition section, minimum qualifications section, examination type, or probationary period.

A motion to approve this request was made, seconded, and approved unanimously.

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RE: Request of the Civil Service Commission staff to revise the specification for the classification Network Engineer (Job Code 0523).

PRESENT: Barb Crawford, Personnel Analyst II

Barb Crawford presented this request to revise the specification for the classification Network Engineer as part of Civil Service Commission's effort to ensure that all classifications have been reviewed at least every five years. It was created in

2003 and has not been reviewed since its inception. There is currently one incumbent serving in this classification.

Within the five year span since this classification was created, there have been numerous new technologies implemented by the Department of Technology. In order to address the use of these new technologies, the examples of work section was revised to include the following: "Manages and maintains Voice Over Internet Protocol (VOIP) system, working with Voice Gateways, routing, and switching of VOIP data packets, and project management expansion of VOIP services citywide; Implements and manages wireless technologies such as wireless LAN, Point-to-Point and Point-to-MultiPoint for remote site connectivity; works with wireless controllers for the management of the wireless devices." In keeping with the addition of duties relating to VOIP and wireless technologies, the knowledge, skills and abilities section was revised to include considerable knowledge of VOIP and wireless technology.

There were no revisions to the definition section, minimum qualifications section, examination type, or probationary period.

A motion to approve this request was made, seconded, and approved unanimously.

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RE: Motion to adjourn regular meeting to go into Executive Session to consider the remaining agenda items.

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RE: Personnel Actions.

No personnel actions were submitted this month.

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RE: Residency Hearing Reviews.

No residency hearing reviews were submitted this month.

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RE: Background Removals.

Applicants Removed Post-Exam

	Name of Applicant	Position Applied For	Reinstat e	Do Not Reinstat e	BAR #
1.	Douglas G. Taylor	Police Officer		✓	08-BR-117

After reviewing the file of Douglas G. Taylor, the Commissioners decided his name would not be reinstated to the Police Officer eligible list.

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RE: Other Administrative/Jurisdictional Reviews.

There were no Administrative/Jurisdiction Reviews submitted this month.

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The Commissioners adjourned its regular meeting at 12:40 p.m.

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Grady L. Pettigrew, Jr., President

Date