

AGENDA
CIVIL SERVICE MERIT BOARD MEETING
BY ELECTRONIC OR OTHER MEANS
WEDNESDAY, SEPTEMBER 9, 2020, 1:30 P.M.

Due to social-distancing guidelines and safeguards to check the spread of COVID-19 locally, the City of Knoxville Civil Service Merit Board's September 2020 board meeting will be conducted permitting participation by electronic or other means of communication using Zoom's webinar platform. Until further notice, the CSMB will not meet face to face in the same room.

The September meeting of the Civil Service Merit Board will be held on Wednesday, September 9, 2020 at 1:30 p.m. There will be the capability for live viewing and live participation by the public. To live access and/or view the meeting, you must register in advance by going to the following link and providing your name and email address:

https://us02web.zoom.us/webinar/register/WN_nejEmdigQSKKZvQ4NagqMw

After registering, you will receive a confirmation email containing information about joining the webinar for audible and/or live access by the public. A video recording of the meeting will also be available within 2 days at:

<https://www.knoxvilletn.gov/cms/One.aspx?portalId=109562&pageId=166147>

If you wish to be added to speak, please email Vicki Hatfield at vhatfield@knoxvilletn.gov or call 215-2106 no later than Monday, September 7, at 1:30 p.m.

Because of the limitations on interpersonal interaction due to the online platform, if you prefer to provide questions and/or comments to the board for their review prior to the electronic meeting, please send those to Vicki Hatfield at vhatfield@knoxvilletn.gov or mail to: Civil Service Department, 400 Main Street Suite 569, Knoxville, TN 37902. All comments/questions must be received no later than Monday, September 7, at 1:30 p.m. so that they may be distributed to the board.

Gov. Bill Lee's Executive Order No. 16 recognizes the unprecedented COVID-19 threat and allows electronic meetings of boards in compliance with the state's Open Meetings Act if reasonable efforts are made to ensure public access via electronic means is LIVE ACCESS. An audio or video recording of the meeting will be available to the public within 48 hours of the meeting via a link provided on the civil service website below:

http://www.knoxvilletn.gov/government/city_departments_offices/civil_service_department

If you need assistance registering, contact the Civil Service Department at 215-2106.

CALL TO ORDER

1. Roll Call/Quorum Present (confirm quorum and that each Board Member can hear and speak to others simultaneously and identify if other persons present with each Member, if any.)

This meeting and all communications between members is subject to the provisions of the Tennessee Open Meetings Act, TENN. CODE ANN. § 8-44-101, et seq.

2. Statement of facts and circumstances that support the reasons for meeting electronically and determination by board in its Minutes that a necessity exists for meeting by electronic means pursuant to Open Meetings Act Sections 8-44-108(a) and (b) (Refer to CSMB Attorney followed by Roll Call Vote).
3. Approval of the Minutes of the previous business meeting held on August 12, 2020. (roll call vote)

REPORTS

- Reports of litigation (Mike Winchester, Board Attorney - George Shields, Law Department)
- Staff Report (Vicki Hatfield)
- HR Transition Team Update (Jamie Ballinger)

UNFINISHED BUSINESS

NEW BUSINESS

4. Request by Police Chief Eve Thomas to exempt from Civil Service one temporary position of Administrative Manager II (PCN 2341) to provide support for background investigations for during periods when an academy is being processed. The basis for this exemption is that the position will always be temporary in nature each time it is used, with the employee only working 2-3 months and then being separated. (roll call vote)
5. Request by Community Development Director, Becky Wade, to exempt from Civil Service one temporary position of Homeless Program Coordinator (New PCN). The basis for this exemption is that the position will be temporary in nature due to grant funding by the CARES act. (roll call vote)

OTHER BUSINESS

Such other business as may come before this Board.

This meeting and all communications between members is subject to the provisions of the Tennessee Open Meetings Act, TENN. CODE ANN. § 8-44-101, *et seq.*