

**City of Miami**  
3500 Pan American Drive  
Miami, FL 33133  
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**Meeting Minutes**  
**Tuesday, February 06, 2018**

**10:00 AM**

**Commission Chambers**

**Civil Service Board**

*Lillie Harris, Chairperson*  
*Vishwani Ramlal, Chief Examiner*  
*Michael Dames, Board Member*  
*Travis Lindsey, Board Member*  
*Troy Sutton, Board Member*

## PLEDGE OF ALLEGIANCE

*The meeting was called to order at 10:00 AM, with the Pledge of Allegiance. At commencement of the meeting, attendance was as follows:*

Attendee Name	Title	Status
Lillie Harris	Chairperson	Present
Vishwani Ramlal	Chief Examiner	Present
Michael Dames	Board Member	Present
Travis Lindsey	Board Member	Present
Troy Sutton	Board Member	Present

## ADOPTION OF AGENDA

*Chair Harris asked if there were any revisions to the Agenda. Hearing none, a motion to adopt the Agenda as printed was considered and resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

AYES:	Harris, Ramlal, Dames, Lindsey, Sutton
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## A. APPROVING OF THE MINUTES

### A.1 Civil Service Board - Regular Meeting - January 23, 2018

*A motion was entered to approve the Minutes as presented, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

AYES:	Harris, Ramlal, Dames, Lindsey, Sutton
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## B. PERSONNEL MATTERS

### B.1 Copy of a memorandum from Dennis Jackson, Assistant Chief, Department of Police, requesting an extension of probationary period of Mercedes S. Gonzalez, Police Officer, for one (1) additional month beyond February 2, 2018. (DISCUSSION)

*Following appearances by the employee and Qiana Sanders-Bell, Police Personnel Coordinator, Department of Police, the Board entered a motion to GRANT the extension as requested, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

AYES:	Harris, Ramlal, Dames, Lindsey, Sutton
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**B.2** Copy of a memorandum from Jeovanny Rodriguez, Director, Office of Capital Improvements, requesting an extension of probationary period for Marisol Martinez Salazar, Project Scheduler, for six (6) additional months beyond February 13, 2018. (DISCUSSION)

*Following appearances by the employee and Gerry Marquez, Chief Project Manager, Office of Capital Improvements, the Board entered a motion to GRANT the extension as requested, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

AYES:	Harris, Ramlal, Dames, Lindsey, Sutton
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### **C. MILITARY LEAVES OF ABSENCE**

**C.1** Matthew Conway, Firefighter, requests Active Duty Military Leave (ADT) from January 3, 2018 through January 26, 2018. (NOTIFICATION)

**C.2** Kirk Gilliland-Rodriguez, Safety Specialist, requests active duty military leave without pay from February 1, 2018 through July 31, 2018. Copies of Orders submitted. (DISCUSSION)

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

AYES:	Harris, Ramlal, Dames, Lindsey, Sutton
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### **D. DISCIPLINARY MATTERS**

**D.1** Copy of a letter from Chief Rodolfo Llanes, Director, Department of Police, notifying Vincent Miller, Police Officer, 40-hour suspension, effective January 22, 2018. (NOTIFICATION)

**D.2** Copy of a letter from Chief Rodolfo Llanes, Director, Department of Police, notifying Fred Pacheco, Police Officer, 10-hour suspension, effective January 29, 2018. (NOTIFICATION)

**E. GENERAL ITEMS****E.1 Status update concerning the Civil Service Board vacant position. (DISCUSSION)**

*The Executive Secretary advised that due to the responsibilities and the increase in salary range, the Department of Human Resources (HR) did not agree to reduce the educational requirements of the Assistant to the Executive Secretary classification. She reminded the Board that the position, prior to audit, was an Administrative Assistant II, which at a range 28, required a Bachelor's degree. She went on to explain that the Human Resources Director is scheduled to meet with the City Manager, and will then advise her of available options.*

*Member Dames reiterated the request that the Board made at a previous meeting, regarding appointment and retroactive salary. Member Ramlal stated that in her review of similar positions, she noted that higher-range titles had lesser educational requirements than this one. The Executive Secretary responded that she presented those examples to the Department of Human Resources, and was advised that they are updating the specifications of those and other titles as well.*

*Chair Harris stated that she had concerns whether the policy (as espoused by Classification & Pay) which establishes educational requirements of City classifications based on salary range is being applied consistently. Member Sutton described an option utilized in the Fire-Rescue Department, which might be applicable in this case.*

*Following discussion, the board members asked if the HR director could attend the next meeting, to respond to questions, and the Executive Secretary responded that she would extend the invitation.*

**F. REPORTS****F.1 Pending Hearings as of January 23, 2018. (NOTIFICATION)****G. REQUESTS FOR HEARINGS****H. TODAY'S HEARINGS****H.1 Hearing on behalf of E. Gomez, R. Marana, A. Valdivia, et.al., Police Sergeants, pursuant to Civil Service Rule 16.1 - Investigation by the Board, and 16.2 - Complaint by Employee, alleging a violation of Civil Service Rules 6.3 - Contents of Examination, 6.2 - Method of Rating, 6.7 - Seniority, and other sections, concerning the examination process for the 2017 Police Lieutenant's exam.**

*The Executive Secretary advised that a Request for Continuance had been received from Teri Guttman-Valdes, Attorney on behalf of the employees, as she was unable to attend today's meeting. Barbara Diaz, Assistant City Attorney (ACA) expressed no objection to the request. Chair Harris asked if Sergeant Gomez, who was in the chambers, could approach the podium. Edwin Gomez, Police Sergeant, confirmed the expected retention of Attorney Valdes, and advised that they also needed additional time because they had requested public records that had not been received. Questions were posed to Sgt. Gomez by Chair*

*Harris. ACA Diaz advised Sgt. Gomez to submit a new public records request, if there were still outstanding documents that had been requested. Following discussion, a motion to grant the Continuance on behalf of the employee, resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Harris, Ramlal, Dames, Lindsey, Sutton
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**ADJOURNMENT:**

*There being no further business before the Board, a motion was entered to adjourn the meeting at 10:36 AM, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Harris, Ramlal, Lindsey, Sutton
<b>NAYS:</b>	Dames

**SIGNATURE:**

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**Lillie Harris, Chairperson**

**ATTEST:**

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**Tishria L. Mindingall, Executive Secretary**

