

MINUTES  
Gautier Civil Service Commission  
June 14, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on June 14, 2012. Those present were Commissioners Doug Mansfield, Susan Parol, and Phil Torjusen; and other concerned employees.

The agenda was as follows:

AGENDA  
Civil Service Commission  
June 14, 2012  
6:00 p.m.

1. Approve Agenda Order  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

2. Approve Minutes for CSC Meeting held May 10, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

(Please consider one motion to receive items 3 thru 7)

- 3. Receive Personnel Order: Permanent Appointment/Smith, Christopher W./Patrolman/effective March 21, 2012
- 4. Receive Personnel Order: Permanent Appointment/Montgomery, Glen R./Patrolman/effective April 18, 2012
- 5. Receive Personnel Order: Probationary Appointment/Vaughn, Joshua C./Firefighter/effective April 21, 2012
- 6. Receive Personnel Order: Probationary Appointment/Mixon, Zachery T./Foreman-Equipment Operator/effective May 20, 2012
- 7. Receive Vacancy Announcement: Equipment Operator/posted May 25 thru June 5, 2012

ITEMS 3 THRU 7

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

8. Approve Eligibility List for Equipment Operator/posted May 25 thru June 5, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

9. Induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith	Patrolman
Glen W. Montgomery	Patrolman

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

10. Other Business.

11. Adjourn meeting until July 12, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Torjusen, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held May 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol

NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Equipment Operator/ posted May 25 thru June 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith	Patrolman
Glen W. Montgomery	Patrolman

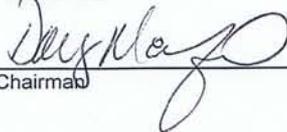
And the following vote was recorded:

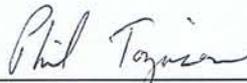
AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until July 12, 2012, at 6:00 p.m.

APPROVED:

  
 \_\_\_\_\_  
 Chairman

  
 \_\_\_\_\_

Commissioner

MINUTES  
 Gautier Civil Service Commission  
 July 12, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on July 12, 2012. Those present were Commissioners Doug Mansfield and Susan Parol; and other concerned employees. ABSENT: Phil Torjusen

The agenda was as follows:

AGENDA  
 Civil Service Commission  
 July 12, 2012  
 6:00 p.m.

1. Approve Agenda Order  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
2. Approve Minutes for CSC Meeting held June 14, 2012  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

(Please consider one motion to receive items 3 thru 9)

3. Receive Personnel Order: Termination of Employment/Patrolman
4. Receive Personnel Order: Termination of Employment/Patrolman
5. Receive Personnel Order: Termination of Employment/Patrolman
6. Receive Personnel Order: Probationary Appointment/Ezell, Melissa A./Dispatcher-TAC Officer/ effective June 2, 2012
7. Receive Vacancy Announcement: Police Chief/posted June 18 thru July 3, 2012

- 8. Receive Vacancy Announcement: Police Officer/posted June 18 thru July 10, 2012
- 9. Receive Vacancy Announcement: Fire Fighter/posted June 18 thru July 20, 2012

ITEMS 3 THRU 9

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 10. Approve Eligibility List for Police Chief/posted June 18 thru July 3, 2012

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 11. Issue Selection Register for Dispatcher/Test Date: November 02, 2011

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 12. Receive Gautier Fire Department Seniority Roster

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 13. Other Business.

- 14. Adjourn meeting until August 09, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol  
 NAYS: None  
 ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held June 14, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol  
 NAYS: None  
 ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to receive items 3 thru 9; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol  
 NAYS: None  
 ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Police Chief/ posted June 18 thru July 3, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol  
 NAYS: None  
 ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to issue Selection Register for Dispatcher/Test Date November 02, 2011; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol  
 NAYS: None  
 ABSENT: Phil Torjusen

Motion carried.

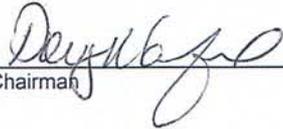
Motion was made by Parol, seconded by Mansfield, to receive Gautier Fire Department Seniority Roster; and the following vote was recorded:

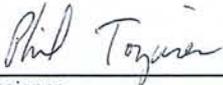
AYES: Doug Mansfield, Susan Parol  
NAYS: None  
ABSENT: Phil Torjusen

Motion carried.

There being no further business, the meeting was adjourned until August 09, 2012, at 6:00 p.m.

APPROVED:

  
Chairman

  
Commissioner

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MINUTES  
Gautier Civil Service Commission  
August 09, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on August 09, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; and other concerned employees.

The agenda was as follows:

AGENDA  
Civil Service Commission  
August 09, 2012  
6:00 p.m.

- 1. Approve Agenda Order  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 2. Approve Minutes for CSC Meeting held July 12, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

(Please consider one motion to receive items 3 thru 7)

- 3. Receive Personnel Order: Termination of Employment/Police Chief
- 4. Receive Personnel Order: Termination of Employment/Firefighter
- 5. Receive Personnel Order: Probationary Appointment/Hooks, Michael L./Equipment Operator/  
effective July 9, 2012
- 6. Receive Personnel Order: Probationary Appointment/Elbin, Dante L./Police Chief/  
effective July 16, 2012
- 7. Receive Personnel Order: Temporary Appointment/Pugh, Jason D./Human Resources Director/  
effective July 30, 2012

ITEMS 3 THRU 7

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 8. Approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 9. Approve Master Register for Police Officer/Test Date: August 01, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

10. Receive Memo concerning Firefighter Physical Agility Exam  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
11. Approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
12. Approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
13. Other Business.
14. Adjourn meeting until September 13, 2012 at 6:00 p.m.
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Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held July 12, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Torjusen, seconded by Parol, to approve Master Register for Police Officer/Test Date: August 01, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Torjusen, seconded by Parol, to receive Memo concerning Firefighter Physical Agility Exam; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

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Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until September 13, 2012, at 6:00 p.m.

APPROVED:

[Signature of Doug Mansfield]
Chairman

[Signature of Phil Torjusen]
Commissioner

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MINUTES
Gautier Civil Service Commission
September 13, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
September 13, 2012
6:00 p.m.

- 1. Approve Agenda Order
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
2. Approve Minutes for CSC Meeting held August 9, 2012
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

(Please consider one motion to receive items 3 thru 7)

- 3. Receive Personnel Order: Probationary Appointment/Robert J. Noonan/Firefighter/ effective August 18, 2012
4. Receive Vacancy Announcement: Human Resources Director/posted August 21 thru September 4, 2012
5. Receive Vacancy Announcement: Police Captain/posted August 21 thru September 4, 2012
6. Receive Vacancy Announcement: Police Lieutenant/posted August 21 thru September 4, 2012
7. Receive Vacancy Announcement: Police Sergeant/posted August 21 thru September 4, 2012

ITEMS 3 THRU 7

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 8. Approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
9. Approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 10. Approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 11. Approve Eligibility List for Police Sergeant/posted August 21 thru September 4, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 12. Receive memo concerning amendment of Firefighter Eligibility List approved August 9, 2012.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 13. Approve Master Register for Firefighter/ Test Date: September 5, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 14. Approve request to waive 1 year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 15. Approve request to waive 2 year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 16. Other Business.
- 17. Adjourn meeting until October 11, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Police Sergeant/ posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve amendment to Eligibility List for Firefighter approved August 9, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Firefighter/Test Date: September 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve request to waive one (1) year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

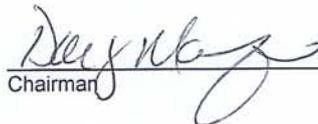
Motion was made by Torjusen, seconded by Parol, to approve request to waive two (2) year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant; and the following vote was recorded:

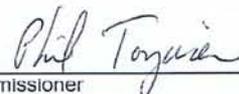
AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until October 11, 2012, at 6:00 p.m.

APPROVED:

  
Chairman

  
Commissioner

MINUTES  
Gautier Civil Service Commission  
October 11, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, HR Director; Teresa L. Montgomery, Interim City Clerk and other concerned employees.

The agenda was as follows:

AGENDA  
Civil Service Commission  
October 11, 2012  
6:00 p.m.

- 1. Approve Agenda Order  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 2. Approve Minutes for CSC Meeting held September 13, 2012  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

(Please consider one motion to receive items 3 thru 14)

- 3. Receive Personnel Order: Termination of Employment/Patrolman
- 4. Receive Personnel Order: Termination of Employment/Neighborhood Improvement Coordinator
- 5. Receive Personnel Order: Termination of Employment/Sr. Equipment Operator
- 6. Receive Personnel Order: Termination of Employment/Maintenance Worker II
- 7. Receive Personnel Order: Probationary Appointment/Pugh, Jason D. /Human Resources Director/  
effective September 14, 2012
- 8. Receive Personnel Order: Probationary Appointment/Allmand, Johnathan G./Patrolman/effective  
September 24, 2012
- 9. Receive Personnel Order: Probationary Appointment/Cagle, Justin A./Patrolman/effective  
September 24, 2012
- 10. Receive Personnel Order: Probationary Appointment/Richardson, Matthew  
T./Patrolman/effective  
October 8, 2012
- 11. Receive Personnel Order: Reclassification/Bang, Addie L. /Administrative Clerk/effective October  
1, 2012
- 12. Receive Personnel Order: Temporary Appointment/Honea, Rachel/Administrative  
Bookkeeper/effective October 1, 2012
- 13. Receive Schedule of Authorized Positions approved September 24, 2012
- 14. Receive City of Gautier Organization Chart approved September 24, 2012

ITEMS 3 THRU 14

Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

- 15. Receive complaint and request for an investigation into the hiring procedures for Human  
Resources Director.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 16. Receive request for an investigation and public hearing into the termination of Jerry P. Lowe.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 17. Receive request for an investigation and public hearing into the termination of Anissia L.  
White.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 18. Receive waiver request for Jason D. Pugh as Human Resources Director.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_
- 19. Other Business.
- 20. Adjourn meeting until November 8, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 14; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive the complaint and request for an investigation into the hiring procedures of Human Resources Director; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

The Commission conducted a public hearing into the hiring procedures of the Human Resources Director position. Prior to the commencement of said hearing, Commissioner Mansfield addressed the open assembly stating that CSC would conduct the hearing in accordance with Civil Service regulations and would be confined to the determination of whether the hiring procedures for the Human Resources Director were or were not made in good faith or cause. The following individuals were present for testimony:

- Samantha D. Abell, City Manager, City of Gautier
- Teresa L. Montgomery, Interim City Clerk, City of Gautier
- Veneice Barnett, HR Generalist, City of Gautier
- Joseph E. Belles Jr., Code Enforcement Officer, Complainant

Motion was made by Torjusen, seconded by Parol, and the findings were recorded; the Commission finds that all CSC hiring procedures of the Human Resources Director position were followed and the complaint received for item #15 was fully investigated in accordance with CSC Rule 16, Section 16.1.

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

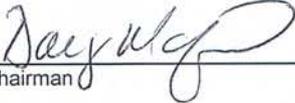
Motion was made by Torjusen, seconded by Mansfield, to receive the waiver request for Jason D. Pugh as Human Resources Director; and the following vote was recorded:

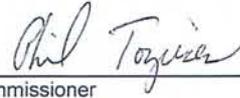
AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

There being no further business, the meeting was recessed until October 18, 2012, at 6:00 p.m.

APPROVED:

  
Chairman

  
Commissioner

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MINUTES  
Gautier Civil Service Commission  
October 18, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Police Department/Municipal Courtroom at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Robert G. Ramsay, City Attorney; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

October 16, 2012

**CALL FOR SPECIAL MEETING**

WHEREAS, there exists certain matters which the Chairman of the Civil Service Commission desires to handle prior to the next regular meeting; and

NOW, THEREFORE, the Chairman of the Civil Service Commission of the City of Gautier hereby calls for a Special Meeting of the Civil Service Commission of the City of Gautier. Said meeting to be held in the Gautier Police Department/Municipal Courtroom – 3329 Hwy 90, Gautier, Mississippi, on October 18, 2012 at 6:00 p.m.

The Agenda of said Special Meeting shall be as follows:

AGENDA  
Civil Service Commission  
October 18, 2010  
6:00 p.m.

1. Public Hearing for requests received by Jerry P. Lowe Jr. and Anissia L. White.
2. Adjourn until November 8, 2012 at 6:00 p.m.

The Commission conducted a public hearing into the termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.1. The City of Gautier was represented by Robert G. Ramsay, City Attorney.

Mr. Ramsay subpoenaed the following witnesses for testimony:

- Samantha D. Abell, City Manager, City of Gautier
- Jason D. Pugh, HR Director, City of Gautier
- Catherine Huyett, Meter Reader, City of Gautier
- Ruby Mitchell, Meter Reader, City of Gautier

Mr. Lowe and Ms. White failed to appear before the Commission for the public hearing.

Motion was made by Mansfield, seconded by Parol, to affirm the City of Gautier's termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.2; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol  
NAYS: None

Motion carried.

\_\_\_\_\_