

**City of Miami**

3500 Pan American Drive  
Miami, FL 33133  
www.miamigov.com

**Meeting Minutes**

**Tuesday, February 20, 2024**

**10:00 AM**

**Commission Chambers**

**Civil Service Board**

*Troy Sutton, Chairperson*  
*Rodrigo Jimenez, Chief Examiner*  
*Rafael Cabrera, Board Member*  
*Ulysses Garcia, Board Member*  
*Wilbur Jackson Jr., Board Member*

**Pledge of Allegiance**

The meeting was called to order at 10:11 am, with the Pledge of Allegiance. At commencement of the meeting, attendance was as follows:

Attendee Name	Title	Status
Troy Sutton	Chairperson	Present
Rodrigo Jimenez	Chief Examiner	Present
Rafael Cabrera	Board Member	Excused
Ulysses Garcia	Board Member	Present
Wilbur M. Jackson, Jr.	Board Member	Present

**Adoption of Agenda**

Chair Sutton 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 Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**A. Approving of the Minutes**

**A.1** Civil Service Board - Regular Meeting - February 6, 2024

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B. Personnel Matters**

**B.1** Copy of a memorandum from Andrew Frey, Director, Department of Real Estate & Asset Management (DREAM), requesting an extension of probationary period of Ashley McGregor, Special Projects Assistant, for six (6) additional months beyond March 5, 2024.  
(DISCUSSION)

Ashley McGregor, Special Projects Assistant and Andrew Frey, Director, Department of Asset and Management, appeared before the Board. Chair Sutton asked the employee if she understood and agreed with the request. Ms. McGregor responded in the affirmative. Mr. Frey advised the Board that given that Ms. McGregor was transferred to another section - Asset Management (per her request), he wanted to give her new supervisor, Aldo Bustamante, Real Estate Manager, ample time to evaluate her performance. In response to Ms. McGregor’s question regarding becoming permanent, Chair Sutton confirmed that if the department agreed, she could be made permanent at any time before the six month extension.

Following discussion, the Board made a motion to GRANT the extension as requested, which resulted as follows:

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.2** Copy of a memorandum from Angela Roberts, Director, Human Resources Department, notifying Kemely Pierre, Financial Analyst I, of her return to former classification. Kemely Pierre is returning to Finance Accounting Specialist. (NOTIFICATION)

**B.3** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Alessandra Gomez, Building Services Assistant II, for six (6) additional months beyond March 1, 2024. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this**

**matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.4** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Yuriam Gonzalez, Building Services Assistant III, for six (6) additional months beyond February 29, 2024. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.5** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Jorge Morales, Building Services Assistant III, for six (6) additional months beyond March 12, 2024. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Jimenez, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.6** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Grace Orellana, Building Services Assistant II, for six (6) additional months beyond February 29, 2024. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Jimenez, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.7** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Monique Thomas, Building Services Assistant III, for six (6) additional months beyond February 29, 2024. (DISCUSSION)

**Motion by Board Member Jimenez, seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.8** Copy of a memorandum from Asael Marrero, Director, Building Department, requesting an extension of probationary period of Duvela Larotonda, Building Services Assistant III, for six (6) additional months beyond March 1, 2024. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**B.9** Copy of a memorandum from Chief Joseph F. Zahralban, Director, Fire-Rescue Department, requesting an extension of probationary period of Rafael Avellan, Heavy Equipment Mechanic Supervisor, for six (6) additional months beyond February 17, 2024. (Corrected date). (DISCUSSION)

**Motion by Board Member Garcia, seconded by Board Member Jackson, Jr., that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

### **C. Military Leaves of Absence**

**C.1** Byanka Charles, Police Officer, requests Active Duty Leave without pay from February 29, 2024, for a period of 400 days. Copy of Orders submitted. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**C.2** Nicholas Macia, Firefighter, requests retro-active Active Duty Military Leave without pay from February 4, 2024 through February 16, 2024. Copy of a memorandum submitted. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**C.3** Matthew Conway, Firefighter, requests re-employment as a Firefighter, following his return from Active Duty Military Leave. Copy of memorandum from the Army, indicating Honorable Discharge submitted. (DISCUSSION)

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**D. Disciplinary Matters**

- D.1** Copy of a letter from Chief of Police Manuel A. Morales, Department of Police, notifying Adrian del Collado, Police Officer, of a 20-hour suspension, effective February 12, 2024. (NOTIFICATION)

**E. General Items**

- E.1** Settlement Agreement between the City of Miami and Deontay Parker, Police Officer, concerning his Appeal Hearing, relative to a 20-hour suspension, effective November 12, 2021 (CSB#21-23D). (NOTIFICATION)

Appeal Hearing will be closed and removed from the Board's docket.

**F. Reports**

- F.1** Hearings Pending List as of February 20, 2024. (NOTIFICATION)

**G. Requests for Hearings**

**H. Today's Hearings**

- H.1** Appeal Hearing on behalf of Jermaine Douglas, Police Lieutenant, concerning his 10-hour suspension, effective February 27, 2023.

Jazmine Preston O'Neil, Assistant City Attorney, appeared before the Board and requested a continuance in this matter due to her witness being unavailable on the hearing date. Following discussion, the Board made a motion to GRANT the request to continue, which resulted as follows:

**Motion by Board Member Jimenez, seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

- H.2** Appeal Hearing on behalf of Aiesha Fortune, Police Officer, concerning her 40-hour suspension, effective January 2, 2022.

Jazmine Preston-O'Neill, Assistant City Attorney, advised the Board of the department's decision to reduce the discipline to a reprimand only. Therefore, the Hearing of Appeal is considered withdrawn and removed from the Board's docket.

**ADJOURNMENT:**

There being no further business before the Board, a motion was entered to adjourn the meeting at 10:42 am, which resulted as follows:

**Motion by Board Member Jackson, Jr., seconded by Board Member Garcia, that this matter be Approved, passed by the following vote:**

**AYES:** Sutton, Jimenez, Garcia, Jackson, Jr.

**SIGNATURE: Troy Sutton, Chairperson**

**ATTEST: Tishria L. Mindingall, Executive Secretary**