

A G E N D A
Civil Service Board
Room 431, Yates Building
January 21, 2016
4:00 p.m.

1. PUBLIC COMMENT AMENDMENT

DISCIPLINARY HEARING

2. J E A Employee

Re a Notice of Immediate Suspension without Pay / Pending Termination

This employee has been charged with inappropriately using JEA's USPS business accounts for personal use. As a result, she has been charged with violating the following Civil Service and Personnel Rules and Regulations:

Rule 9.05(1) (f)... Been incompetent or inefficient in the performance of the duties of the position.

She has also been charged with violating JEA's discipline procedure LR 606, Rule:

- 21. Fraud and/or the falsification of records.
- 25. Insubordination.

In addition, her conduct allegedly violated:

JEA's Management Directive 518 – Personal Use of JEA Mail and Distribution Warehouses.

Procurement Services FS A0504 SC 001 Distribution of Mail for Personal Use.

Employee's Attorney: Pro se

Employer's Attorney: Katy Harris

3. Old / New Business