



First Advantage

A Synchro Technology Group Company

480 Quadrangle Drive Suite D
Bolingbrook, IL 60440
Phone: 800-939-4782
Fax: 855-626-5374

D-2

Controlled Substance Test Report

Attn: Brian Hinkle
841 N Broadway Room 501
Milwaukee, WI 53202
Phone: 414-286-2415
Donor Name: Louis W Jones
Donor ID:

Client Name: City Milw DPW/DOT
Account Number: 194824-00001
Employee ID 1: 019254
Employee ID 2:
Emp Category:

Test Result: Positive
Result Description: Positive
Substances Found: Cocaine
MRO Verified Comment: Positive metabolite(s): Cocaine

Specimen ID: 2926767
Collection Date: 4/8/2016 1:45 PM
Testing Panel: 5 Panel + MDMA
CCF Received: 4/8/2016
Verified Date: 4/14/2016
Reported Date: 4/13/2016 6:30 PM
Collection Site:
Transmitted By: S. B. Hoffman, M.D. FACP

Test Reason: Post Accident
Test Type: Non-DOT
Lab Account #: 10350740
Lab Name: Quest Diagnostics
Test Account #: 109223-00847
Client Name: City of Milwaukee DPW/Expres/DOT
Cost Center:
Location ID:

Comments:

Certified Medical Review Officer:

S. B. Hoffman, M.D. FACP

S. B. Hoffman, M.D. FACP

MRO Phone:

888-794-6574

DRUDET

Positive tests confirmed using gas chromatography/mass spectrometry

4/14/2016 5:37 PM

1065



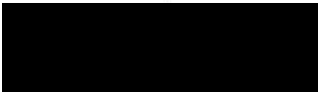
Department of Public Works

Ghassan Korban
Commissioner of Public Works

Preston D. Cole
Director of Operations

April 15, 2016

Mr. Louis Jones



SERVED IN PERSON:
[Signature]

4/15/16
11:57
RM

Dear Mr. Jones,

You are hereby being notified that a Pre-Disciplinary Hearing has been scheduled for you on Tuesday April 19, 2016 at 1:00 PM. The hearing will be held in Conference Room 502 at Ziedler Municipal Building, 841 N. Broadway, Milwaukee, WI.

Your job requires a CDL. On April 14, 2016 the Safety Division was notified you had a positive result for cocaine in violation of the D.P.W. Drug and Alcohol Testing Policy.

Your appearance is mandatory. However, if you fail to appear, the Department of Public Works will proceed in taking a discharge action in absentia. If you do appear, you will have the opportunity to be represented. Please notify your representative of the time and location of the meeting. Please be sure to bring all documentation that may have any relationship to your status if you would like to have that information considered before a formal action is taken.

If you have any questions please feel free to contact me at 414-286-2415.

Sincerely,

Brian P. Hinkle
DPW Safety Supervisor

cc: Dan Thomas
Wanda Booker



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REQUIRED EMPLOYEE NOTIFICATION PROCEDURE
FIRST VIOLATION OF CITY OF MILWAUKEE DRUG AND ALCOHOL TESTING POLICY

Louis Jones #019254

No REP

Location: Ziedler Municipal Building Room: 514
Meeting Date: April 19, 2016, 2016 Time: 1:00 PM

Persons Present: W. BOOKER _____
Management Union
B. HINKLE _____
Management Union
D. THOMAS _____
Management Union
S. GOODWIN _____
Management Union

Items to be covered

- ☒ Introductions
- ☒ Permission to discuss confidential issues with Union Representative present
- ☒ Date and type of violation
- ☒ Right to split sample testing (give employee packet)
- ☒ Mandatory referral to Substance Abuse Professional
- ☒ Required compliance with designated treatment program
- ☒ Return To Duty testing requirement
- ☒ Minimum required follow-up test
- ☒ Suspension start and end dates *SEE BELOW*
- ☒ Next violation of drug and alcohol policy will result in discharge

Comments:

*DATES TO BE DETERMINED - BETWEEN DISPATCH
AND PAYROLL*

Manager Signature: [Signature] Date: 4-19-16
Employee Signature: [Signature] Date: 4-19-16

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D-2

City of Milwaukee
CS-82, R. 02/2012
RECNUM 17445

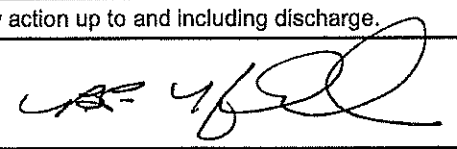
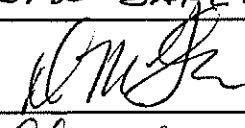
SUSPENSION NOTICE

DER REPORT NO.

Distribute a copy to:

- Employee
- Department
- Employee's Retirement System
- Dept. of Employee Relations - Pay Services Section

Date: 18-APR-2016

Employee:	JONES, LOUIS W	Employee ID No.: 019254
Department:	DPW-OPS-SANITATION	Race B
		Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female
Division:		Division No.: 5457
		Payroll Loc. No.: 545 04
Job Title:	OPERATIONS DRIVER/WORKER	Immediate Supervisor: Brian Hinkle
<p>You are hereby suspended effective at <u>07:00</u> (<input checked="" type="checkbox"/> am / <input type="checkbox"/> pm) on <u>04/15/2016</u> for <u>10</u> working days, for violating Rule <u>XIII</u>, Section <u>12</u>, Paragraph <u>9</u> of the City Service Rules. You are to return to work on <u>29-APR-2016</u>.</p> <p style="text-align: right;"><i>SEE BELOW</i></p> <p>Description of Offense: Your job requires a Commercial Driver's License. On April 14, 2016 you were found to be in violation of the City of Milwaukee Drug and Alcohol Policy as a result of a Post-Accident test. This misconduct makes you unavailable to do your job until you have been evaluated by the Substance Abuse Professional and have begun successful participation in a rehabilitation program, if one has been recommended for you. You must participate and successfully complete said program. If you are found to be out of compliance with the program you will be removed from your job and subject to discipline. Your projected return to work date is on or around 4-29-16, provided you have met the above conditions and tested negative on a return to duty drug and alcohol test. A second violation of this policy will result in discharge.</p>		
<p>Comments: Future misconduct may result in further disciplinary action up to and including discharge.</p>		
DATES REQUIRED: 1. Date of investigatory meeting: <u>4-14-16</u> 2. Date notice provided to the employee or notice mailed to employee: <u>4-14-16</u>	Reporting Authority Signature: 	
RIGHT OF APPEAL: Regularly appointed Civil Service employees (those who have completed their probationary period) may appeal suspensions exceeding 15 days or any second suspension within a six-month period. Such appeal must be in writing to the City Service Commission <u>within three days</u> of receipt of this notice. Employees of a department under the supervision of a board or commission of three or more members must appeal to that board or commission.	Title: <u>DPW SAFETY SUPERVISOR</u>	
	Department Head Signature: 	
	Title: <u>Adm. Services Director 4/19/16</u>	
GRIEVANCE PROCEDURE: Regularly appointed employees who receive a disciplinary action that is not appealable to the City Service Commission may file a grievance under the Discipline and Grievance Procedure as provided under Chapter 350-241 of the Milwaukee Code of Ordinances.	If the employee had a representative at the investigatory meeting please provide the person with a copy of the notice.	

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**Wheaton Franciscan Healthcare
Center for Employee Assistance**

In Partnership with the Felician Sisters

13950 W. Capitol Drive, 2nd Floor
Brookfield, WI 53005

414.874.6290
1.800.227.7696
Fax 414.874.6291

4-21-2016

City of Milwaukee Dept. of Public Works
Attn: Mr. Brian Hinkle
Municipal Bldg. 11th Floor
841 N. Broadway
Milwaukee, WI 53202

Attn: Mr. Brian Hinkle

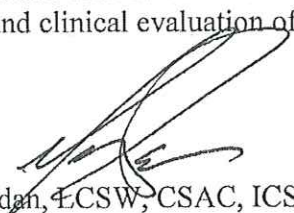
Re: Louis Jones (019254)

Louis Jones was assessed on 4-21-2016 because he tested positive for Cocaine on a post-accident test. This violation of the Department of Transportation's Federal Drug and Alcohol Testing Rules occurred on 4-8-2016.

Louis Jones was assessed and evaluated with the MAST, Depression Scale and personal interview. He did not meet any of the criteria for an AODA diagnosis. This employee can return to work, at the discretion of the City of Milwaukee, after submitting a negative return to work alcohol and drug test.

Recommendations: Not Needed

I certify that I am a qualified Substance Abuse Professional, and that I have knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance use and related disorders. I certify that I provided a comprehensive face-to-face assessment and clinical evaluation of this employee.


Michael Pazdan, LCSW, CSAC, ICS, SAP

4-21-2016

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