

**MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES**  
**Tuesday, January 25, 2011**

The regular monthly meeting of the Marshall County Personnel Board was held on Tuesday, January 25, 2011, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:00 P.M.

The following Board members were present:

Jason Windsor, Chairman  
Martha Handschumacher, Vice Chairman  
Talmadge Butler, Secretary  
Bill Elkins, Board Member  
Charles Whisenant, Board Member

Also present were Attorney Clint Maze, Personnel Administrator Christy Kelley, and Personnel Assistant Beverly Lemons.

**I. CALL TO ORDER**

Board Chairman Jason Windsor called the meeting to order at 6:00 P.M. He asked everyone to stand for prayer and the Pledge of Allegiance.

**II. INVOCATION**

Board member Bill Elkins offered the invocation.

**III. PLEDGE OF ALLEGIANCE**

Board Secretary Talmadge Butler led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

Chairman Jason Windsor asked if there were any corrections or additions to the meeting agenda. There were none. Chairman Windsor entertained a motion to approve the agenda as written. Vice Chairman Martha Handschumacher made a motion to approve the agenda as written. Board member Bill Elkins seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**V. APPROVAL OF MINUTES**

Chairman Windsor asked for a motion to approve the minutes for the November 8, 2010 Personnel Board meeting. Board member Bill Elkins offered a motion to approve the minutes. Board Secretary Talmadge Butler

seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**VI. PUBLIC COMMENTS**

There were no public comments.

**VII. OLD BUSINESS.**

There was no old business.

**VIII. NEW BUSINESS**

**PERSONNEL BOARD- Consider the acceptance of the diploma for Chevie Ennis from Stone Coast as satisfying the requirements of the job description minimum requirements and the requirements of the Board as prescribed in the July 2010 meeting of the Board.**

Chairman Windsor asked if there was any discussion regarding this matter. There being none, he asked if there was a motion. Vice Chairman Handschumacher made a motion to accept the diploma for Cheveie Ennis from Stone Coast Academy as meeting the requirements as set forth by the Board. Secretary Butler seconded the motion. The motion carried with no "nay" votes being cast.

**PERSONNEL BOARD – Consider request to go into executive session to discuss a personnel issue involving the good name and character of a County employee.**

Chairman Windsor turned the meeting over to Board Attorney Clint Maze. Attorney Maze stated that he would be serving as the moderator for the appeal hearing for Mr. Jeremy Stewart's termination hearing. As moderator he would be ruling on any evidentiary or procedural objections made by the attorneys during the hearing. He noted that Marshall County Commissioner Bill Stricklend was present at the meeting and was represented by Attorney Hugh Flannigan and that Mr. Jeremy Stewart was present at the meeting and was represented by Attorney Dee Walker. Attorney Maze stated the appeal hearing could be conducted in open session or in executive session, and it was his understanding that Mr. Stewart desired to have the hearing in executive session. Attorney Maze called for a motion to go into executive session to conduct an appeal hearing involving the good name of a Marshall County employee. Chairman Jason Windsor made a motion to go into executive session. Vice Chairman Martha Handschumacher seconded the motion. Attorney Maze conducted a roll call vote:

Board Member Charles Whisenant – Yes  
Vice Chairman Martha Handschumacher – Yes  
Chairman Jason Windsor – Yes  
Secretary Talmadge Butler – Yes  
Board Member Bill Elkins – Yes

Attorney Maze stated that the motion to go into executive session to conduct an appeal hearing for Mr. Jeremy Stewart was approved by a vote of five (5) to zero (0). The Personnel Board then went into Executive session.

Upon completion of the meeting in executive session, Attorney Maze called for a motion to come out of executive session. Vice Chairman Martha Handschumacher made a motion to come out of executive session. Board member Charles Whisenant seconded the motion. Attorney Maze conducted a roll call vote:

Board Member Charles Whisenant – Yes  
Vice Chairman Martha Handschumacher – Yes  
Chairman Jason Windsor – Yes  
Secretary Talmadge Butler – Yes  
Board Member Bill Elkins – Yes

Attorney Maze stated the motion to come out of executive session was approved by a vote of five (5) to zero (0). The meeting was then turned over to Chairman Jason Windsor.

## **IX. LEGAL UPDATE**

None.

## **X. STAFF REPORT**

Personnel Administrator Christy Kelley reported the following personnel actions for the months of November and December, 2010.

- There were six (6) new hires for the months of November and December:

2– Road Maintenance Techs-part time to full time	District #3
1 – Road Maintenance Tech-part time to full time	District #1
1 – Corrections Officer-part time to full time	Jail
1 – Clerk-part time	Revenue
1 – Support Clerk-full time	Sheriff's Dept.
- There were four (4) terminations for the months of November and December:

1 – Corrections Officer  
1 – Support Clerk-part time  
1 – Road Maintenance Tech  
1 –Chief Clerk

Jail  
Sheriff's Dept.  
District #3  
Sheriff's Dept.

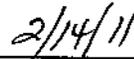
- There were no employees requesting leaves of absence in the months of November or December.
- There were no promotions or demotions in the months of November or December.
- Invitations were sent to four employees to attend the Personnel Board Meetings.

#### **XI. ADJOURNMENT**

Chairman Windsor asked for a motion to adjourn the meeting. Board member Charles Whisenant made the motion to adjourn the meeting. Board member Bill Elkins seconded the motion. The motion carried by voice vote with no "nay" votes being cast.



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Talmadge Butler, Board Secretary  
Marshall County Personnel Board  
Meeting Date: January 25, 2011



\_\_\_\_\_  
Date