

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Thursday, March 20, 2014

The regular monthly meeting of the Marshall County Personnel Board was held on Thursday, March 20, 2014, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:30 P.M.

Board member(s) present: Jason Windsor, Chairman
Talmadge Butler, Vice Chairman
Randall Haney, Board Member
Keith Swisher, Secretary
Charles Whisenant, Board Member

Board member(s) absent: None

Also present were Personnel Board Attorney Jeffry McLaughlin and Personnel Administrator Christy Kelley.

I. CALL TO ORDER

Board Chairman Jason Windsor called the meeting to order at 6:30 P.M. He asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

The invocation was offered by Board Secretary Keith Swisher.

III. PLEDGE OF ALLEGIANCE

Vice Chairman Talmadge Butler led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Windsor asked for any changes to the agenda. Board member Charles Whisenant made a motion to approve the agenda as written. Vice Chairman Talmadge Butler 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 of the Personnel Board Meeting held on Thursday, February 20, 2014. Board Secretary Keith Swisher made the motion to approve the minutes of the Personnel Board meeting. Vice Chairman Talmadge Butler seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

None

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Personnel Board – Consider request from Personnel Administrator Christy Kelley to attend the Alabama Society of Human Resource (SHRM) State Conference in Birmingham, AL on May 14th, 2014.

Chairman Windsor asked Mrs. Kelley for information about the conference. Mrs. Kelley explained that this is an annual conference held to discuss and learn about human resources issues. She would like to attend one day of the two day conference and the cost will be \$199 for registration. No lodging cost will be necessary. Chairman Windsor asked for a motion to approve the request. Board member Randall Haney made the motion to approve the request to attend the conference. Board member Charles Whisenant seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board – Consider request from Personnel Administrator Christy Kelley to attend the AAPPA Annual Conference August 4th-6th in Orange Beach, AL. Certification for becoming an Alabama Certified Human Resource Professional will be awarded during the luncheon on August 5th.

Chairman Windsor asked Mrs. Kelley for information about the conference. Mrs. Kelley explained that it is the annual conference for the Alabama Association of Public Personnel Administrators. She has been taking the required courses offered by the Association to become certified as a Public Personnel Administrator, and will be awarded this certification at the conference. Chairman Windsor asked if there is money in the budget for this expense. Mrs. Kelley stated that there is money in the budget. Chairman Windsor asked if there was a motion to approve this request. Board member Charles Whisenant made the motion to approve the request to attend the conference. Board member Randall Haney seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

IX. LEGAL UPDATE

Attorney McLaughlin stated there was nothing to report to the Board. Chairman asked if there were any questions from the Board for Attorney McLaughlin. There were none.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of February 8 to March 8, 2014:

There were four (4) new hires:

1 – Building Maintenance Technician	Maintenance
1 – Road Maintenance Technician	District #1
1 – GIS Trainee	Appraisal
1 – Engineering Assistant (Temporary)	Engineering

There were five (5) terminations:

4 – Corrections Officers	Jail
1 – Senior Probate Clerk	Probate

There were no leaves of absence to report.

There was one promotion to report. An employee in the Probate office was promoted from Probate Clerk to Senior Probate Clerk.

Invitations were sent to two employees to attend the Personnel Board Meeting.

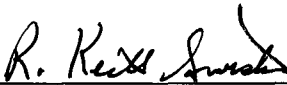
A wellness screening has been held and another wellness screening has been scheduled for employees who participate in the Local Government Healthcare on Monday, March 24th. Notices have been sent out to those who did not participate in the first screening.

The employee appreciation lunch has been set for Thursday, May 22nd. An employee newsletter was distributed to all employees.

XI. ADJOURNMENT

Chairman Windsor asked if any of the Board members would like to change the Personnel Board meeting back to the second Monday night of the each month since the Commission had stopped meeting on Monday and there would no longer be a conflict. He asked for this item to be placed on the agenda for next month's meeting.

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



 Keith Swisher, Board Secretary
 Marshall County Personnel Board
 Meeting Date: March 20th, 2014

4-17-14

 Date