

# **MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES**

**Monday, July 14, 2014**

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, July 14, 2014, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:35 P.M.

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

**Board member(s) absent:** None

Also present were Attorney Lea Hicks, representing Personnel Board Attorney Jeffrey McLaughlin; Personnel Administrator Christy Kelley; and Personnel Assistant Beverly Lemons.

## **I. CALL TO ORDER**

Board Chairman Jason Windsor called the meeting to order at 6:35 P.M. Chairman Windsor asked everyone to stand for prayer and the Pledge of Allegiance.

## **II. INVOCATION**

The invocation was offered by Board member Ben Gamel.

## **III. PLEDGE OF ALLEGIANCE**

Vice Chairman Keith Swisher led the Pledge of Allegiance.

## **IV. APPROVAL OF AGENDA**

Chairman Windsor asked for any changes to the agenda. Board member Charles Whisenant made the motion to approve the agenda. Board member Ben Gamel 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, June 19, 2014. Vice Chairman Keith Swisher made the motion to approve the minutes of the Personnel Board meeting. Board member Charles Whisenant 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 approval of Personnel Board Budget for FY 14-15.**

Chairman Windsor asked if there was any discussion or questions concerning the budget. There was none and the chairman asked for a motion to approve the Personnel Board Budget for FY 14-15. Board member Ben Gamel made a motion to approve the budget. Secretary Randall Haney seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board – Consider approval of the Request for Proposal for a Compensation and Classification Pay Study.**

Chairman Windsor explained that this is a request for proposal that will be sent out to different entities asking for a cost to prepare the study. These proposals will then be brought before the Board for review. The Board will then make the selection of the entity to perform the study. Chairman Windsor asked for a motion to approve the Request for Proposal. Secretary Randall Haney made a motion to approve the Request for Proposal. Board member Ben Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**IX. LEGAL UPDATE**

Attorney Lea Hicks, representing Board attorney Jeffrey McLaughlin, stated there was nothing to report to the Board. Chairman Windsor asked if there were any questions for the Board Attorney. There were none.

**X. STAFF REPORT**

Personnel Administrator Christy Kelley reported the following personnel actions for the period of June 14 to July 11, 2014:

There were three (3) new hires:

1—Probate Clerk	Probate
1—Road Maintenance Technician (Temporary)	District #3
1—Deputy	Sheriff’s Dept.

There were three (3) terminations:

2—Corrections Officers	Jail
1—Building Cleaner (P/T)	EMA-Maintenance

There were no leaves of absence to report.

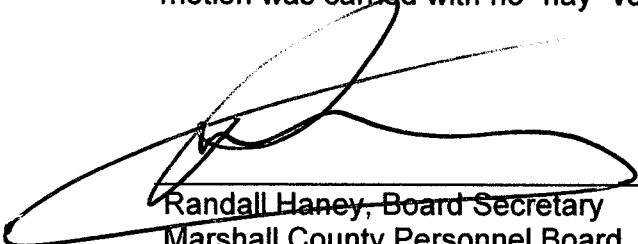
There were no promotions, demotions or transfers to report.

Invitations to attend the Board meeting were sent to two employees.

Chairman Windsor expressed his appreciation to Personnel Administrator Christy Kelley and Personnel Assistant Beverly Lemons for the work they do.

## XI. ADJOURNMENT

Chairman Windsor asked for a motion to adjourn. Board member Charles Whisenant made the motion to adjourn. Secretary Randall Haney seconded the motion. The motion was carried with no "nay" votes being cast.



\_\_\_\_\_  
Randall Haney, Board Secretary  
Marshall County Personnel Board  
Meeting Date: July 14<sup>th</sup>, 2014

8-11-14  
\_\_\_\_\_  
Date