

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, February 9, 2015

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, February 9, 2015, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Vice Chairman Keith Swisher called the meeting to order at 6:15 P.M.

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

**Board member(s) absent:** Jason Windsor, Chairman

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

## I. CALL TO ORDER

Vice Chairman Keith Swisher called the meeting to order at 6:15 P.M. Vice Chairman Swisher asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

The invocation was offered by Secretary Randall Haney.

## III. PLEDGE OF ALLEGIANCE

Board member Ben Gamel led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Vice Chairman Swisher asked for any changes to the meeting agenda. There were none. Vice Chairman Swisher then asked for a motion to approve the agenda as written. Board member Ben Gamel made the motion to approve the agenda as written. Secretary Randall Haney seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## V. APPROVAL OF MINUTES

Vice Chairman Swisher asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday, January 12, 2015. Board member Charles Whisenant made the motion to approve the minutes of the Personnel Board meeting. Board Member Ben Gamel 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**

**District #1 – Consider request from Commissioner Bill Stricklend to discuss current sick leave donation policy.**

A motion was made by Board member Charles Whisenant to set a public hearing at the next Personnel Board meeting to consider a change in the sick leave donation policy, specifically to 11.6.9. The motion was seconded by Board member Randall Haney. The motion was carried by voice vote with no "nay" votes being cast.

**Personnel – Consider request from Chairman Jason Windsor to review current Marshall County Drug Policy for possible revisions.**

**Personnel – Consider request from Chairman Jason Windsor to review current Performance Appraisal forms and process for possible revisions.**

Board member Charles Whisenant made a motion to table the above two items. Board member Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**X. LEGAL UPDATE**

Personnel Board Attorney Jeffrey McLaughlin stated there were no current hearings or proceedings involving the Board. He asked if the Board had any questions for him. There were none.

**XI. STAFF REPORT**

Personnel Administrator Christy Kelley reported the following personnel actions for the period of January 10 to February 6, 2015:

There was one (1) new hire:

1 – Road Maintenance Technician District #1

There was one (1) termination:

1—Corrections Officer Jail

There was one (1) leave of absence to report. An employee in the Revenue Office has been approved for FMLA leave for her own serious medical condition.

There were no promotions, demotions or transfers to report.


Wellness screenings have been set up on-site for Tuesday, February 10<sup>th</sup> with the State Employee’s Insurance Board.

Interviews have begun with Jennifer Swafford from Jacksonville State University and the employees.

Two invitations to attend the Personnel Board meeting were sent out.

**XII. ADJOURNMENT**

Vice Chairman Swisher 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.

  
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Randall Haney, Board Secretary  
Marshall County Personnel Board  
Meeting Date: February 9<sup>th</sup>, 2015

3-3-15  
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Date