

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, October 5, 2015

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, October 5<sup>th</sup>, 2015, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Vice Chairman Ben Gamel called the meeting to order at 6:40 P.M.

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

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

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

## I. CALL TO ORDER

Vice Chairman Ben Gamel called the meeting to order at 6:40 P.M. Vice Chairman Gamel asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

The invocation was offered by Vice Chairman Ben Gamel.

## III. PLEDGE OF ALLEGIANCE

Secretary Randall Haney led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Vice Chairman Gamel asked for corrections or additions to the agenda. Board member Charles Whisenant made the motion to approve the agenda as presented. Board member Don Mitchell seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## V. APPROVAL OF MINUTES

Vice Chairman Gamel asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday, September 14<sup>th</sup>, 2015. Secretary Randall Haney made the motion to approve the minutes of the Personnel Board meeting. Board member Don Mitchell seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## VI. PUBLIC COMMENTS

None.

**VII. OLD BUSINESS**

**Personnel Board – Consider approval of proposed handbook policy changes concerning promotions.**

Vice Chairman Gamel asked if there was a motion concerning this item. Secretary Randall Haney made a motion to table this item until the next meeting. Vice Chairman Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board – Consider approval of revised job descriptions (previously tabled.)**

Vice Chairman Gamel asked if there was a motion concerning this item. Secretary Randall Haney made a motion to leave this item tabled until all descriptions are completed. Board member Charles Whisenant seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**VIII. NEW BUSINESS**

**District #4 – Consider approval of request from Commissioner Jessie Swords to extend the temporary assignment of the District Foreman position until October 20<sup>th</sup>.**

Vice Chairman Gamel asked for a motion concerning this item. There was no motion offered and the item died for lack of motion.

**Personnel Board – Consider approval of date set for public hearing on proposed policy changes concerning promotions.**

Vice Chairman Gamel asked for a motion concerning this item. Board member Charles Whisenant made a motion to table this item. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**IX. LEGAL UPDATE**

Attorney McLaughlin stated that the hearing for the Jeffrey Mayes matter is set in Circuit Court for October 16. The Personnel Board has no role in this, but Attorney McLaughlin will inform the Board of the progress on this matter.

**X. STAFF REPORT**

Personnel Administrator Christy Kelley reported the following personnel actions for the period of September 5<sup>th</sup> through October 2<sup>nd</sup>, 2015.

**There were four (4) new hires:**

1 – Deputy – School Resource Officer (part-time)	Sheriff’s Dept.
1 – Bus Driver (part-time)	Council on Aging
1 – Equipment Operator I	District #4
1 – Equipment Operator III	District #3

**There were three (3) terminations:**

1 – Equipment Operator I	District #4 (Resigned)
1 – Equipment Operator I	District #4(Terminated)
1 – Chief of Operations	Sheriff's Dept. (Retired)

There were no leaves of absence to report for this period.

**There were two promotions:**

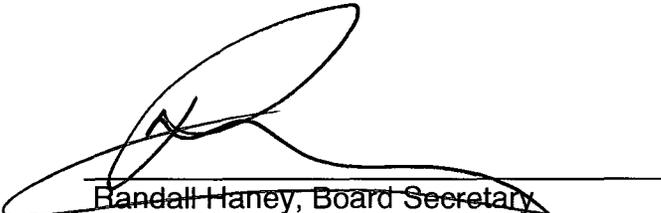
A Corrections Officer was promoted to Sr. Corrections Officer; and a Road Maintenance Technician was promoted to Sr. Road Maintenance Technician in District #2.

There was one transfer: A Road Maintenance Specialist in District #2 applied for and was awarded the position of Deputy.

**There were no demotions.**

**XI. ADJOURNMENT**

Vice Chairman Gamel asked for a motion to adjourn the Personnel Board meeting. Board member Charles Whisenant made the motion to adjourn. Board member Don Mitchell seconded the motion. The motion was carried with no "nay" votes being cast.

  
\_\_\_\_\_  
Randall Haney, Board Secretary  
Marshall County Personnel Board  
Meeting Date: October 5<sup>th</sup>, 2015

11-9-15  
Date