

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, December 14th, 2015

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, December 14th, 2015, 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
Randall Haney, Secretary
Ben Gamel, Vice Chairman
Don Mitchell, Board Member
Charles Whisenant, Board Member

Board member(s) absent: None

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

I. CALL TO ORDER

Chairman Jason Windsor called the meeting to order at 6:30 P.M. Chairman Windsor 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

Chairman Windsor asked for corrections or additions to the agenda. Vice Chairman Ben Gamel 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

Chairman Windsor asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday, November 9th, 2015. Board member Don Mitchell 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.

Chairman Windsor asked for a motion to approve the minutes of the Public Hearing held Monday, September 14th, 2015. Board member Charles Whisenant made the motion to approve the minutes of the Public Hearing. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

VI. PUBLIC COMMENTS

Chairman Windsor recognized Ms. Penni Windsor, Chief Clerk for the Sheriff’s Office.

VII. OLD BUSINESS

Personnel Board – Consider approval of proposed handbook policy that would change the amount of employee promotions to a minimum increase of 4%.

Chairman Windsor asked for a motion concerning this proposed change. Board member Charles Whisenant made a motion to approve the proposed change regarding promotions. Vice Chairman Ben Gamel seconded the motion. A roll call vote was taken with the following results:

Charles Whisenant	Yes
Ben Gamel	Yes
Don Mitchell	Yes
Jason Windsor	No
Randall Haney	No

The motion was declared passed with three (3) “yeas” and two (2) “nays.”

VIII. NEW BUSINESS

Personnel Board – Consider approval of leave without pay for employee in District #3.

Chairman Windsor asked if the Department Head had approved this leave. Personnel Administrator Christy Kelley stated that it had been approved. The leave was for a new employee who was sick and had not accrued enough leave to cover time off. The motion was made by Secretary Randall Haney to approve the leave without pay. The motion was seconded by Board member Charles Whisenant. 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 has been rescheduled for December 28, 2015.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of October 31st through November 27th, 2015.

There were five (5) new hires:

1 – Dispatcher	Jail
1 – Revenue Clerk (temporary)	Revenue
3 – Corrections Officers	Jail

There were three (3) terminations:

1 – Corrections Officer	Jail (Other Employment)
1 – Investigator	Sheriff's Dept. (Personal Reasons)
1 – Parks Worker (Temporary)	Parks (End of Temp. Assignment)

There was one (1) leave of absence to report for this period. An employee in District #3 requested leave without pay due to sickness. (Probationary employee with no leave accrued.)

There was one promotion:

An Equipment Operator I was promoted to Equipment Operator II in District #1.

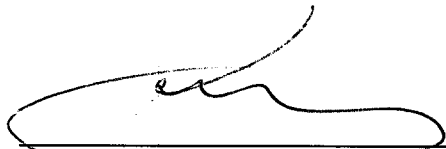
There were no demotions or transfers.

Invitations were sent to two employees.

Chairman Windsor expressed appreciation to Christy Kelley for the food provided to the Personnel Board tonight, and extended to everyone wishes for a Merry Christmas.

XI. ADJOURNMENT

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



Randall Haney, Board Secretary
Marshall County Personnel Board
Meeting Date: December 14, 2015

1-19-16
Date