

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, June 12th, 2017

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, June 12, 2017 in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:40 P.M.

Board member(s) present: Jason Windsor, Chairman
Ben Gamel, Vice Chairman
Don Mitchell, Secretary
Charles Whisenant, Board Member
David Watts, Board Member

Board member(s) absent: None

Also present were Attorney Jeff McLaughlin, Personnel Administrator Christy Kelley, and Personnel Assistant Janice Payne.

I. CALL TO ORDER

Chairman Jason Windsor called the meeting to order at 6:40 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

Board Member, Charles Whisenant led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Windsor asked for corrections or additions to the meeting agenda. There was no corrections or additions. Chairman Windsor asked for a motion to approve the agenda. Board Member, Charles Whisenant made the motion to approve the agenda. 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 May 18, 2017. Vice Chairman, Ben Gamel 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.

Chairman Windsor asked for a motion to approve the minutes of the Public Hearing held on May 18, 2017. Board Member, Don Mitchell made the motion to approve the minutes of the Personnel Board meeting. 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 asked for Public Comments. There were no one present in the audience.

Chairman Windsor welcomed Mr. David Watts, Senator Clay Scofield's board appointment. Chairman Windsor also expressed the boards appreciation for Mr. Randall Haney's service to the Marshall County Personnel Board. Mr. David Watts introduced himself. He has lived at Horton all his life, attended and graduated from Douglas High School, married to Chasity, has four children.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Sheriff's Office

Consider approval of request from Sheriff Scott Walls to change the Jail Administrator position (Grade 16), currently held by Jason Bremer, and the Chief of Operations position (Grade 18), currently held by Heath Thomas, from exempt status to non-exempt (hourly) status.

Board member, Charles Whisenant made the motion to table this item. Board Member Don Mitchell seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

Personnel Board – Consider election of Personnel Board Secretary to replace Randall Haney, whose term expired May 31, 2017.

Chairman Windsor turned the meeting over to Attorney, Jeffery McLaughlin for election of the office of Secretary for the remainder of the 2016-2017 fiscal year.

Attorney McLaughlin opened the floor for nominations for the office of Secretary of the Personnel Board. Don Mitchell was nominated by Vice Chairman Ben Gamel. The nomination was seconded by Board Member David Watts. A motion to close the nominations was made by Board Member Charles Whisenant and seconded by Board Member David Watts. The motion was carried by voice vote with no "nay" votes being cast.

A roll call vote in favor of Don Mitchell as Secretary of the Personnel Board was taken with the following results:

| | |
|-------------------|-----|
| Jason Windsor | yes |
| Ben Gamel | yes |
| Charles Whisenant | yes |
| Don Mitchell | yes |
| David Watts | yes |

Attorney McLaughlin declared Don Mitchell as Personnel Board Secretary.

IX. LEGAL UPDATE

Board Attorney Jeffery McLaughlin stated there was nothing to report at this time and that he would be happy to answer any questions, however, there were none.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of May 12th, 2017 to June 9th, 2017.

There were six (6) new hires:

| | | |
|------------------|----------------------------------|------------------|
| Thomas Robertson | Mower – Part-time | District # 3 |
| Jimmy Sims | Equipment Operator I | District # 4 |
| Nathan Champion | Construction Equipment Mech. P/T | District # 4 |
| Opal Canterbury | Homemaker – Temporary | Council on Aging |
| Michael Gibbs | Equipment Operator I – Temporary | District # 1 |
| Payton Floyd | Clerk – Temp. Part-time | Probate |

There were two (2) terminations:

| | | | |
|--------------|----------|------------------|----------------------------|
| Lura Clemons | Deceased | Homemaker | COA |
| Brandon Ryan | Resigned | Other Employment | Equip. Operator I Dist. #1 |

There was two leave of absences to report for this time period.

David Floyd, Equipment Operator in District # 3 was approved for FMLA leave for his own serious medical condition. He is currently out on donated sick leave. Herbert Goble, Deputy in the Sheriff's office, also is currently out on donated sick leave.

There was two (2) promotions for this time period.

Denise Houston in the Mapping & Appraisal department was promoted from a Real Property Appraiser III to the Mapping & Appraisal Administrator, effective 05/29/2017.

Robert Gage Wilson was promoted from a Corrections Officer to the Commissary Store Manager in the Jail Department, effective 05/17/2017.

Employee Appreciation Day

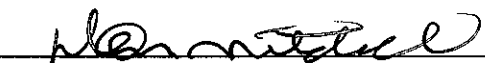
We had a great turnout for the employee appreciation lunch held on Tuesday, May 23rd. Employees enjoyed hamburgers, hot dogs, baked beans, chips and homemade desserts!

Invitations sent out for this meeting:

Invitations were not sent out for this meeting.

XI. ADJOURNMENT

Chairman Windsor 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 by voice vote with no "nay" votes being cast.



Don Mitchell, Secretary
Marshall County Personnel Board
Meeting Date: June 12, 2017

07-10-17
Date