

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, September 10th, 2018

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, September 10<sup>th</sup>, 2018 in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Chairman Charles Whisenant called the meeting to order at 4:55 P.M.

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

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

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

## I. CALL TO ORDER

Chairman Charles Whisenant called the meeting to order at 4:55 P.M. Chairman Whisenant asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

The invocation was offered by Board Member Penni Windsor.

## III. PLEDGE OF ALLEGIANCE

Board Member David Watts led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Chairman Whisenant asked for a motion to approve the September 10<sup>th</sup>, 2018 meeting agenda. Secretary Don Mitchell made the motion to approve the September 10<sup>th</sup> meeting agenda. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## V. APPROVAL OF MINUTES

Chairman Whisenant asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday August 13<sup>th</sup>, 2018. Board Member David Watts made the motion to approve the minutes of the Personnel Board meeting held on Monday August 13<sup>rd</sup> 2018. Board Member Penni Windsor seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## VI. PUBLIC COMMENTS

Chairman Whisenant asked for Public Comments.

Heather Lindsay Support Clerk in the Sheriff's Department introduced herself and gave a brief overview of her job functions at the Sheriff's office. The Board Members

and the Board Attorney introduced themselves, welcomed and thanked her for attending the meeting.

## VII. OLD BUSINESS

1. **Appraisal & Mapping-** Chairman Whisenant asked for a motion to continue to table the proposed Mapper job description and pay grade changes until placed back on the agenda. Board Member David Watts made the motion to continue to table the proposed Mapper job description and pay grade changes until placed back on the agenda. Board member Penni Windsor seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## VIII. NEW BUSINESS

1. **Personnel Board-** Chairman Whisenant asked for a motion to change the date of the October meeting to October 15<sup>th</sup>, 2018. Board Member Penni Windsor made the motion to change the October Board Meeting to the 15<sup>th</sup>. Secretary Don Mitchell seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

### LEGAL UPDATE

Attorney Jeff McLaughlin stated there was nothing to report at this time.

### STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of August 10<sup>th</sup>, 2018 to September 7<sup>th</sup>, 2018.

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

Kevin Cormier	Corrections Officer	Jail
Joshua Hilsman	Road Maintenance Worker-Temp	District 3
Taylor Clay	Chief Clerk – Sheriff	Sheriff's Department
Heath Thomas	Chief Deputy – Part Time	Sheriff's Department

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

Kevin Cormier	Resigned	Corrections Officer	Jail
Heath Thomas	Retired	Chief of Operations	Sheriff's Department
Tammy Richey	Resigned	Court Clerk	Sheriff's Department

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

Richard Mason, Sr. Corrections Officer in the Jail, is currently out on worker's comp leave.

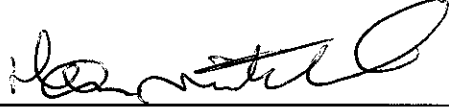
#### There was no promotion/s, demotions or transfers for this time period.

#### Invitations to the Personnel Board Meetings

There was one invitation sent out for the September meeting. Heather Lindsay, Support Clerk in the Sheriff's Department received an invitation.

## ADJOURNMENT

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



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Don Mitchell, Secretary  
Marshall County Personnel Board  
Meeting Date: September 10th, 2018

10-15-2018

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Date