

Minutes of the Marshall County Personnel Board
Public Hearing for Modifications to the Employee Handbook
Family and Medical Leave Act Policy

Thursday, April 12, 2012

A meeting of the Marshall County Personnel Board was held on Thursday, April 12, 2012, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. The purpose of the meeting was to hold a public hearing to discuss amending the Family and Medical Leave Act (FMLA) section of the Personnel Board's Policies and Procedures.

The following Board members were present:

Jason Windsor, Chairman
Martha Handschumacher, Vice-Chairman
Talmadge Butler, Secretary
Randall Haney, Board Member
Charles Whisenant, Board Member

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

Chairman Windsor announced that the purpose of the public hearing being held by the Marshall County Personnel Board was to discuss proposed policy changes to the Marshall County Employee Handbook. The changes are to amend the FMLA section of the Handbook.

Mrs. Andrea LeCroy of the Probate Judge's Office asked what the proposed changes are. Chairman Windsor explained the changes:

- 1) Change to the "rolling" backward method for calculating leave.
- 2) Including military-related leave as specified in the Family Medical Leave Act.
- 3) The employee is not required to take paid leave while on FMLA leave.
- 4) Check-off list will be provided to supervisors and employees outlining the steps to follow when requesting FMLA leave.

Chairman Windsor asked if there were other questions. There were none.



Talmadge Butler, Secretary
Marshall County Personnel Board