

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, December 10th, 2018

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, December 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 5:00 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, Deputy William Pickett, Commissioner Ronnie Shumate, and Martha Handschumacher.

## I. CALL TO ORDER

Chairman Charles Whisenant called the meeting to order at 5:00 P.M. Chairman Whisenant asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

The invocation was offered by Secretary Don Mitchell.

## III. PLEDGE OF ALLEGIANCE

Chairman Charles Whisenant led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Chairman Whisenant asked for a motion to approve the December 10<sup>th</sup>, 2018 meeting agenda. Board Member Penni Windsor made the motion to approve the December 10<sup>th</sup>, 2018 meeting agenda. Secretary Don Mitchell 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 October 15<sup>th</sup>, 2018. Board Member David Watts made the motion to approve the minutes of the Personnel Board meeting held on Monday October 15<sup>th</sup>, 2018. Vice Chairman Ben Gamel 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.

Deputy William Pickett stated he works for court division and transports inmates to court, doctor appointments, prison, and other facilities. He also stated he has worked for Marshall County for over 18 years.

## VII. OLD BUSINESS

None

## VIII. NEW BUSINESS

**Personnel Board-** Chairman Whisenant asked for a motion to schedule a public hearing for proposed Social Media Policy on February 11, 2019. Secretary Don Mitchell made the motion to schedule a public hearing for proposed Social Media Policy on February 11, 2019. Board Member Penni Windsor seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**Personnel Board-** Chairman Whisenant turned the meeting over to Attorney Jeffrey McLaughlin for election of officers for the 2018-2019 fiscal year.

Attorney McLaughlin opened the floor for nominations for the office of Chairman of the Personnel Board. Charles Whisenant was nominated by Vice Chairman Ben Gamel. The nomination was seconded by Board Member David Watts. Secretary Don Mitchell moved to close the nominations for Chairman; seconded by Board Member Penni Windsor.

A roll call vote was taken to close the nominations for Chairman with the following results:

Chairman - Charles Whisenant -	Yes
Vice Chairman - Ben Gamel -	Yes
Board Member – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Yes

Attorney Jeff McLaughlin announced that the nominations for Chairman were closed. Attorney Jeff McLaughlin then announced that he would conduct the election for the nominee for Chairman.

A roll call vote for Charles Whisenant as Chairman was taken with the following results:

Chairman – Charles Whisenant	Abstain
Vice Chairman - Ben Gamel -	Yes
Secretary – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Yes

Attorney McLaughlin declared Charles Whisenant as the Personnel Board Chairman.

Attorney McLaughlin opened the floor for nominations for the office of Vice Chairman of the Personnel Board. Ben Gamel was nominated by Secretary Don Mitchell. The nomination was seconded by Board Member Penni Windsor. Chairman Charles Whisenant moved to close the nominations for Vice Chairman; seconded by Board Member David Watts.

A roll call vote was taken to close the nominations for Vice Chairman with the following results:

Chairman - Charles Whisenant -	Yes
Vice Chairman - Ben Gamel -	Yes
Board Member – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Yes

Attorney Jeff McLaughlin announced that the nominations for Vice Chairman were closed. Attorney Jeff McLaughlin then announced that he would conduct the election for the nominee for Chairman.

A roll call vote for Ben Gamel as Vice Chairman was taken with the following results:

Chairman – Charles Whisenant	Yes
Vice Chairman - Ben Gamel -	Abstain
Secretary – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Yes

Attorney McLaughlin declared Ben Gamel as the Personnel Board Vice Chairman.

Attorney McLaughlin opened the floor for nominations for the office of Secretary of the Personnel Board. Penni Windsor was nominated by Charles Whisenant. The nomination was seconded by Vice Chairman Ben Gamel. Secretary Don Mitchell moved to close the nominations for Secretary; seconded by Board Member David Watts.

A roll call vote was taken to close the nominations for Secretary with the following results:

Chairman - Charles Whisenant -	Yes
Vice Chairman - Ben Gamel -	Yes
Board Member – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Yes

Attorney Jeff McLaughlin announced that the nominations for Secretary were closed. Attorney Jeff McLaughlin then announced that he would conduct the election for the nominee for Secretary.

A roll call vote for Penni Windsor as Secretary was taken with the following results:

Chairman – Charles Whisenant	Yes
Vice Chairman - Ben Gamel -	Yes
Secretary – Don Mitchell -	Yes
Board Member – David Watts -	Yes
Board Member – Penni Windsor -	Abstain

Attorney McLaughlin declared Penni Windsor as the Personnel Board Secretary.

**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 October 13<sup>th</sup>, 2018 to December 7<sup>th</sup>, 2018.

**There was seven (7) new hire:**

Dianne Murphy	Revenue Clerk – Temp	Revenue Dept.
Sandra Dyar	Center Manager – P/T	Council on Aging
Jonathan Chambers	Corrections Officer	Jail
Travis Helms	Corrections Officer	Jail
Jared Nicholas	Corrections Officer	Jail
Christopher Howard	Corrections Officer	Jail
Billy. J. Graham	School Resource Officer P/T	Sheriff's

**There were seven (7) terminations:**

Billy J. Wright	Resigned	School Resource Officer P/T	Sheriff's
Taylor Clay	Resigned	Chief Clerk	Sheriff's
Henry Rauschenberg	Assignment Ended	Voting Machine Attendant	Probate
Jimmy Cash	Assignment Ended	Voting Machine Attendant	Probate
Christian Kennedy	Resigned	Deputy	Sheriff's
Joshua Hillsman	Resigned	Road Maint Worker – Temp	Dist # 3
Billy J. Graham	Retired	Deputy	Sheriff's

**There was two (2) leave of absences to report for this time period.**

Vicki Harris, Building Cleaner in Albertville Courthouse currently out on FMLA for her own serious medical condition. Russell Justice, Communications/IT Officer in the EMA Department is currently out on FMLA for his own serious Medical condition.

**There was two (2) promotion/s, no demotions or transfers for this time period.**

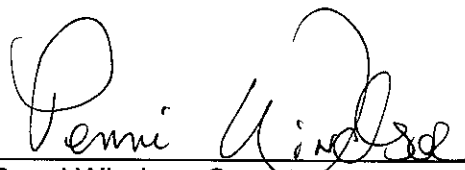
Christopher Bearden was promoted from Deputy Sergeant to Deputy Lieutenant, effective 10/13/2018. William Parmley was promoted from Deputy to Deputy Sergeant, effective 10/27/2018.

**Invitations to the Personnel Board Meetings**

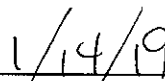
There were two invitations sent out for the December meeting to Eddie Ford and William E. Pickett, who are deputies in the Sheriff's office.

**ADJOURNMENT**

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



\_\_\_\_\_  
Penni Windsor, Secretary  
Marshall County Personnel Board  
Meeting Date: December 10th, 2018



\_\_\_\_\_  
Date