

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, September 12, 2016

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, September 12, 2016, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:15 P.M.

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

Board member(s) absent: None

Also present were Personnel Board Attorney Jeffrey McLaughlin and Personnel Administrator Christy Kelley.

I. CALL TO ORDER

Chairman Jason Windsor called the meeting to order at 6:15 P.M. Chairman Windsor asked everyone to stand for prayer and the Pledge of Allegiance. Chairman Windsor also requested a moment of silence for the 9-11 victims and for all of the military personnel who have paid the ultimate sacrifice for our freedoms.

II. INVOCATION

The invocation was offered by Secretary Randall Haney.

III. PLEDGE OF ALLEGIANCE

Board Member Charles Whisenant led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Jason Windsor asked for corrections or additions to the agenda. Board Member Charles Whisenant made the motion to approve the 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 Windsor asked for a motion to approve the minutes of the Personnel Board Meeting held on Tuesday, August 16, 2016. 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.

VI. PUBLIC COMMENTS

None

VII. OLD BUSINESS

District #1 – Consider request from Commissioner Bill Stricklend to revise the Equipment Operator I job description’s CDL requirements.

Chairman Windsor asked for a motion to table the request from Commissioner Bill Stricklend to revise the Equipment Operator I job description’s CDL requirements. The motion was carried by voice vote with no “nay” vote being cast.

Personnel Board – Consider approval of request from Chairman Jason Windsor to revise the current grievance procedure.

Chairman Windsor asked for the request to revise the current grievance procedure remain tabled.

VIII. NEW BUSINESS

Personnel Board – Consider approval of date change for the October 10th Personnel Board meeting due to the holiday.

Chairman Windsor asked for a motion to change the October 10th Personnel Board meeting to Tuesday, October 11th at 6:15 p.m. Board Member Charles Whisenant made the motion change the date. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with one “nay” vote being cast by Secretary Randall Haney.

Personnel Board – Consider approval of the Personnel Board Attorney Agreement.

Chairman Windsor asked for a motion to approve the Personnel Board Attorney Agreement. Board Member Charles Whisenant made the motion to approve the Personnel Board Attorney Agreement. Secretary Randall Haney seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board – Consider election of Personnel Board Officers for new Fiscal Year.

Chairman Windsor turned the meeting over to Attorney Jeffrey McLaughlin for election of officers for the 2016-2017 fiscal year.

Attorney McLaughlin opened the floor for nominations for the office of Chairman of the Personnel Board. Jason Windsor was nominated by Secretary Randall Haney. The nomination was seconded by Vice Chairman Ben Gamel. Vice Chairman Ben Gamel moved to close the nominations for Chairman; seconded by Charles Whisenant.

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

Jason Windsor	Abstain
Ben Gamel	Yes
Charles Whisenant	Yes
Randall Haney	Yes
Don Mitchell	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 Jason Windsor as Chairman was taken with the following results:

Jason Windsor	Abstain
Ben Gamel	Yes
Charles Whisenant	Yes
Randall Haney	Yes
Don Mitchell	Yes

Attorney McLaughlin declared Jason Windsor 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 Chairman Jason Windsor. The nomination was seconded by Secretary Randall Haney. A motion to close the nominations was made by Board Member Charles Whisenant and seconded by Board Member Don Mitchell.

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

Jason Windsor	Yes
Ben Gamel	Abstain
Charles Whisenant	Yes
Randall Haney	Yes
Don Mitchell	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 Vice Chairman.

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

Jason Windsor	Yes
Ben Gamel	Abstain
Charles Whisenant	Yes
Randall Haney	Yes
Don Mitchell	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. Randall Handy was nominated by Chairman Jason Windsor. The nomination was seconded by Vice Chairman Ben Gamel. A motion to close the nominations was made by Board Member Charles Whisenant and seconded by Board Member Don Mitchell.

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

Jason Windsor	Yes
Ben Gamel	Yes
Charles Whisenant	Yes
Randall Haney	Abstain
Don Mitchell	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 Randall Haney as Secretary was taken with the following results:

Jason Windsor	Yes
Ben Gamel	Yes
Charles Whisenant	Yes
Randall Haney	Abstain
Don Mitchell	Yes

Attorney McLaughlin declared Randall Haney as the Personnel Board Secretary.

The meeting was then turned back over to Chairman Windsor.

IX. LEGAL UPDATE

Chairman Jason Windsor asked Board Attorney Jeffrey McLaughlin for a legal update. Board Attorney Jeff McLaughlin stated that there was not anything to report at this time. He then stated that he would be working on the grievance procedure for the next meeting.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of August 5, 2016 to September 9, 2016.

There were seven (6) new hires:

1 – Appraiser Trainee Personal Property	Appraisal & Mapping
2 – Deputies	Sheriff's Department

1 – Equipment Operator I P/T
1 – Equipment Operator I
1 – Mower - Temp

District #1
District #1
District #4

There were five (5) terminations:

1 – SHIP D Coordinator P/T
2 – Corrections Officer
1 – Dispatcher
1 – Personnel Assistant (Temp)

Council on Aging (Resigned)
Jail (Terminated)
Jail (Resigned)
Personnel (Assignment Ended)

There were no leaves of absences to report for this time period.

There were two promotions. An employee was promoted from a Deputy to a Deputy Sergeant and an Equipment Operator I to an Equipment Operator II District #1.

Invitations were sent to two employees.

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.



Randall Haney, Board Secretary
Marshall County Personnel Board
Meeting Date: September 12th, 2016

10-20-16
Date