

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, June 11, 2012

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, June 11, 2012, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 7:25 P.M.

The following Board members were present:

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

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

I. CALL TO ORDER

Board Chairman Jason Windsor called the meeting to order at 7:25 P.M. He asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

Board member Randall Haney offered the invocation.

III. PLEDGE OF ALLEGIANCE

Vice Chairman Martha Handschumacher led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Jason Windsor asked if there were any corrections or additions to the meeting agenda. There were none. Chairman Windsor entertained a motion to approve the agenda as written. Secretary Talmadge Butler made a motion to approve the agenda as written. Board member Randall Haney 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 May 14, 2012 Personnel Board meeting. Board member Randall Haney offered a motion to approve the minutes. Vice Chairman Martha Handschumacher 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 Monday, May 14, 2012. Secretary Talmadge Butler made a motion to approve the minutes. Board member Randall Haney seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

None

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Personnel – Consider approval of Resolution 12-01 recommending that the County Commission award and approve merit pay increases to all eligible classified service employees of the County.

Chairman Windsor asked for a motion to approve Resolution 12-01. Vice Chairman Martha Handschumacher made a motion to approve the resolution. Secretary Talmadge Butler seconded the motion. The motion was carried with no “nay” votes being cast.

Personnel – Consider request to change sick leave use policy.

Chairman Windsor asked for a motion concerning this item. A motion to table this item was made by Vice Chairman Martha Handschumacher. The motion was seconded by board member Randall Haney. The motion was carried with no “nay” votes being cast.

Personnel – Consider request to change bereavement policy.

Chairman Windsor asked for a motion concerning this item. A motion to table this item was made by Vice Chairman Martha Handschumacher. Secretary Talmadge Butler seconded the motion. The motion was carried with no “nay” votes being cast.

Personnel – Consider request to change Section 11.9.5 – Benefits While in Leave Without Pay Status to reflect changes made to Sick and Annual leave policies.

Chairman Windsor asked for a motion concerning this item. Vice Chairman Martha Handschumacher made a motion to table this item. Board member Randall Haney seconded the motion. The motion was carried with no “nay” votes being cast.

Personnel – Discuss job categories of service and employment status of part-time employees.

Chairman Windsor asked for a motion concerning this item. A motion to table this item was made by Vice Chairman Martha Handschumacher. Secretary Talmadge Butler seconded the motion. The motion was carried with no “nay” votes being cast.

IX. LEGAL UPDATE

Attorney Lea Hicks stated there were no items to report to the Board.


X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the month of May, 2012.

- There were two (2) new hires for the month of May.
 - 1 – Road Maintenance Technician (P/T) District #2
 - 1 – Sr. Road Maintenance Technician (F/T) District #2
- There were four (4) terminations in the month of May.
 - 1 – Road Maintenance Specialist District #2
 - 1 – Corrections Officer Jail
 - 1 – Administrative Assistant (Temp) District #2
 - 1 – Sr. Road Maintenance Technician District #2
- There were no leaves of absence to report for the month of May.
- There were no promotions, demotions, or transfers in the month of May.
- The Personnel Board Employee Representative election was held on Tuesday, May 15th. Jason Windsor was re-elected as the Employee Representative.
- Employee Appreciation Day was held on Wednesday, May 23rd.
- Invitations were sent to two employees to attend the Personnel Board Meeting.

XI. ADJOURNMENT

Chairman Windsor asked for a motion to adjourn the meeting. Secretary Talmadge Butler made the motion to adjourn the meeting. Board member Randall Haney seconded the motion. The motion carried by voice vote with no "nay" votes being cast.



Talmadge Butler, Board Secretary
Marshall County Personnel Board
Meeting Date: June 11, 2012

8/13/12

Date