

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, April 10th, 2017

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, April 10, 2017 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
Randall Haney, Secretary

Board member(s) absent: Don Mitchell, Board Member
Charles Whisenant, Board Member

Also present were Personnel Board Attorney Jeffrey McLaughlin, Personnel Administrator Christy Kelley, Personnel Assistant Janice Payne, and Accounting Specialist Penni Windsor.

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.

II. INVOCATION

The invocation was offered by Vice Chairman Ben Gamel.

III. PLEDGE OF ALLEGIANCE

Chairman Jason Windsor led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Jason Windsor asked for corrections or additions to the meeting agenda. There was no corrections or additions.

Chairman Jason Windsor asked for a motion to approve the agenda. Secretary Randall Haney, 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, Jason Windsor asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday, February 27, 2017. Vice Chairman, Ben Gamel made the motion to approve the minutes of the Personnel Board meeting. Secretary Randall Haney seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

Chairman Windsor asked for Public Comments. There were no Public Comments.

Chairman Windsor recognized and thanked Michael Johnson, Revenue Commissioner and Penni Windsor, Accounting Specialist for attending.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

Personnel Board – Consider approval of request from Personnel Administrator Christy Kelley to change Section 9.14 of the handbook and 8.7.2.3 to align timeframe for filing an appeal with the Personnel Board for discharge, removal or demotion with the Legislative Act.

Chairman Jason Windsor asked for Board Attorney Jeffrey McLaughlin to explain.

Board Attorney Jeffrey McLaughlin explained to align timeframe with the Legislative Act employees will have five (5) calendar days to file an appeal of a suspension from the date of the order of the suspension and ten (10) calendar days for appeal of dismissal from time of notification of discharge, removal, or demotion.

Chairman Jason Windsor ask for a motion for a Public Hearing for Thursday May, 18th 2017 @ 5:30 pm. with Work Session @ 6:00 and the regular monthly meeting of the Marshall County Personnel Board @ 6:15pm. Secretary, Randall Haney made the motion. Vice Chairman, Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" vote being cast.

Secretary, Randall Haney thanked Personnel Administrator Christy Kelley for an outstanding job in recognizing changes that needed to be made in the timeframe for employees to file an appeal.

LEGAL UPDATE

Chairman Jason Windsor asked Board Attorney Jeffrey McLaughlin for a report. Board Attorney Jeffrey McLaughlin stated there was nothing to add at this time.

IX. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of February 18th, 2017 to, March 31th, 2017.

There were three (4) new hires:

Russell Justice	Communications/IT Officer	EMA
Tammy Maddox	Support Clerk	Sheriff's Office
Joshua Phillips	Deputy	Sheriff's Office
Billy J. Wright	SRO – Part Time	Sherriff's Office

There were six (6) terminations:

Hunter Barron	Resigned	Dispatcher	Jail
Doran Cooper	Other Employment	Commissary Store Manager	Jail
Mary Malone	Retired	Assess & Collect Admin.	Revenue
Charlotte Marchman	Retired	Appraiser I	Appraisal
Jonathon McClendon	Terminated	Corrections Officer	Jail
Rodney McCoy	Other Employment	Equipment Operator I	District # 4

There was no leave of absences to report for this time period.

There were no promotions for this time period.

Employee Appreciation Day:

The employee appreciation lunch will be held on Tuesday, May 23rd in the extension office on the ground floor.

Wellness Screening:

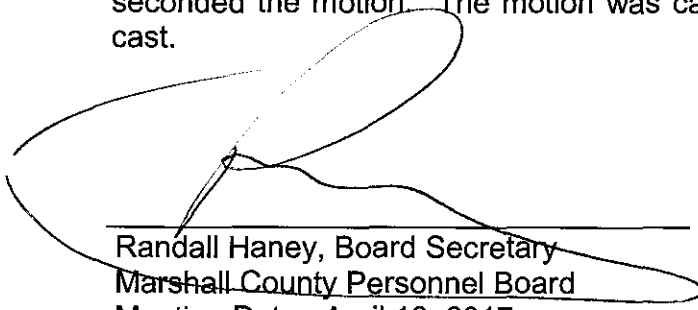
We did not meet the required percentage for the wellness screenings, however, the State Employee's Insurance Board will be returning for another visit on Tuesday, May the 4th.

Invitations sent out for this meeting:

James Orr, Advanced Maintenance Technician in the Sheriff's Office
Shirley Pankey, Accounting Clerk in the Probate Office.

X. ADJOURNMENT

Chairman Windsor asked for a motion to adjourn the Personnel Board meeting. Vice Chairman, Ben Gamel made the motion to adjourn. Secretary, Randall Haney 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: April 10, 2017

5-18-17

Date