

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Thursday, October 5, 2017

The regular monthly meeting of the Marshall County Personnel Board was held on Thursday, October 5<sup>th</sup>, 2017 in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Chairman, Charles Whisenant called the meeting to order at 6:15 P.M.

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

**Board member(s) absent:** None

Also present were Attorney Jeff McLaughlin, Personnel Administrator Christy Kelley, Personnel Assistant Janice Payne, Revenue Commissioner Michael Johnson, and Assessment & Collections Administrator Penni Windsor.

## I. CALL TO ORDER

Chairman, Charles Whisenant called the meeting to order at 6:15 P.M. Chairman Whisenant asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

The invocation was offered by Board Member, David Watts.

## III. PLEDGE OF ALLEGIANCE

Vice Chairman, Ben Gamel led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Chairman Whisenant asked for corrections or additions to the meeting agenda. There were no corrections or additions. Board Member, Jason Windsor made the motion to approve the agenda. Board Member, David Watts 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 September 11, 2017. Board Member, David Watts made the motion to approve the minutes of the Personnel Board meeting. Secretary, Don Mitchell 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. There were none.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

1. Revenue – Approval of the request from Revenue Commissioner, Michael Johnson, to abolish the vacant Accounting Specialist position (Grade 14), and to add a Revenue Office Supervisor position (Currently Grade 10 – Proposing change to Grade 11). Board Member, Jason Windsor made the motion to approve the request. Board Member, David Watts seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.
2. Personnel Board - Approval of Personnel Board Attorney Agreement. Vice Chairman, Ben Gamel made the motion to approve the Personnel Board Attorney Agreement. Board Member Jason Windsor seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.
3. Personnel Board - Secretary, Don Mitchell made the motion to approve Personnel Assistant Janice Payne to attend an AAPPA Education Course – Overview of Public Personnel Administration, on October 26-27, 2017 in Hoover, Al. Board Member Jason Windsor seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**IX. LEGAL UPDATE**

Board Attorney Jeffery McLaughlin stated there was nothing to report at this time.

**X. STAFF REPORT**

Personnel Administrator Christy Kelley reported the following personnel actions for the period of September 9th, 2017 to October 2nd, 2017.

**There were ten (10) new hires:**

Angela Shirley	Probate Clerk	Probate
Mark A. Jackson	Deputy	Sheriff’s Office
John C. Miller	Corrections Officer	Jail
Keisten Hammett	Dispatcher	Jail
Jimmy Cash	Voting Machine Attendant	Probate – Elections
Andy Atchley	Groundskeeper	Maintenance
Kathryn Edgeworth	Appraisal Trainee – Personal Property	Appraisal & Mapping
Donna Womack	Revenue Clerk	Revenue
Nicholas Mauldin	Corrections Officer	Jail
Jeremy Hasty	Corrections Officer	Jail

**There were four (4) terminations:**

Rice, Cory	Terminated	Equipment Oper II	District # 2
Lavasseur, Adam	Resigned	Corrections Officer	Jail
Marchman, Charlotte	Resigned	Revenue Clerk -Temp	Mapping & Appraisal
Herbert Will Goble	Retired	Deputy	Sheriff’s Office

**There was one (1) leave of absences to report for this time period.**

Timothy Beadle, Equipment Operator III in District # 3 is currently out on Worker's Comp leave.

**There was one (1) promotion/s for this time period.**

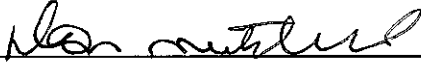
David Floyd, Equipment Operator I in District # 2, was promoted to an Equipment Operator II, effective 10/02/2017.

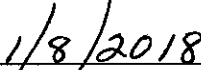
**Invitations to the Personnel Board Meetings**

There were no invitations sent out for the October meeting.

**XI. ADJOURNMENT**

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

  
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Don Mitchell, Secretary  
Marshall County Personnel Board  
Meeting Date: October 5<sup>th</sup>, 2017

  
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Date