

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, October 15th, 2018

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, October 15<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 and Deputy Rob Savage.

## 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 Vice Chairman Ben Gamel.

## III. PLEDGE OF ALLEGIANCE

Secretary Don Mitchell led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

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

Robert Savage spoke on his behalf concerning his grievance.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

1. **Personnel Board-** Chairman Whisenant asked for a motion to change the date of the November meeting to November 13<sup>th</sup>, 2018. Secretary Don Mitchell made the motion to change the November Board Meeting to November 13<sup>th</sup>. Board Member David Watts seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.
2. **Personnel Board-** Chairman Whisenant asked for a motion to approve leave without pay for Revenue & Building Maintenance employees. Board member Penni Windsor made the motion to approve leave without pay for Revenue and Building Maintenance employees. Board Member David Watts seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.
3. **Personnel Board-** Chairman Whisenant asked for a motion considering the employee grievance concerning pay. Board Member Penni Windsor made a motion to deny the grievance concerning pay based on the 5-day policy and suggested a letter be sent to the sheriff’s office requesting that Mr. Savage be placed back into the deputy position, since that is what he is being paid to do. Board Member Secretary Don Mitchell seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

**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 September 8<sup>th</sup>, 2018 to October 12<sup>th</sup>, 2018.

**There was one (1) new hire:**

Donald Gaffney	Corrections Officer	Jail
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**There were two (2) terminations:**

Colby Bohanan	Resigned	Corrections Officer	Jail
Zachary Smith	Terminated	Corrections Officer	Jail

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

Vicki Harris, Building Cleaner in Albertville Courthouse, and Donna Womack, Revenue Clerk in the Revenue Office, were out of leave without pay due to personal reasons.

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

Alan Edmonds was promoted from Deputy Lieutenant to Chief of Operations, effective 09/17/2018. Frank Richard Mason was promoted from Sr. Corrections to Corrections Sergeant, effective 10/01/2018.

**Invitations to the Personnel Board Meetings**

There was one invitation sent out for the October meeting to Terry Buchanan, Equipment Operator I in District # 3.

**Flu Shots**

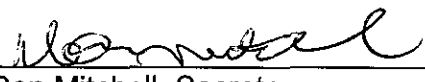
On-Site flu shots are scheduled in the Auditorium on the ground floor on Thursday, October 18<sup>th</sup> from 8:00 to 11:00 a.m.

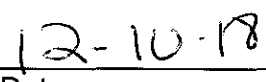
**Benefits Open Enrollment**

Open enrollment for 2019 Health and Dental coverage with Local Government will begin on Thursday, November 1<sup>st</sup>, and continue through Friday, November 30<sup>th</sup>. Open enrollment for 2019 voluntary benefits will be from Monday, November 5<sup>th</sup> thru Thursday, November 15<sup>th</sup>. Notices about open enrollment will go out in the next week with summaries of employee's current benefits.

**ADJOURNMENT**

Chairman Whisenant asked for a motion to adjourn the Personnel Board meeting. Vice Chairman Ben Gamel 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 15th, 2018

  
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Date