

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, July 22, 2024

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, July 22, 2024, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama.

Board member(s) present: David Watts, Chairman
Penni Windsor, Vice Chairman
Tim White, Secretary
Michael Clay, Board Member
Charles Whisenant, Board Member

Board member(s) absent:

Also, present was Personnel Administrator Christy Pierce and Personnel Specialist Terri Brown.

I. CALL TO ORDER

Chairman David Watts called the meeting to order.

Chairman David Watts asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

Vice Chairman Penni Windsor offered the invocation.

III. PLEDGE OF ALLEGIANCE

Board Member Michael Clay led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Board Member Charles Whisenant asked for a motion to amend the agenda to add an executive session, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no "nay" votes being cast.

Chairman Watts asked for a motion to approve the amended agenda. A motion was made by Board Member Charles Whisenant, duly seconded by Secretary Tim White. The motion was carried by voice vote with no "nay" votes being cast.

V. APPROVAL OF MINUTES

Chairman Watts asked for a motion to approve the minutes of the Regular Board meeting held on Monday June 10, 2024. A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

Chairman David Watts asked for Public Comments.

There were None.

- VII. Went into executive session. Came out of Executive Session at 6:35 to resume regular meeting. A motion was made by Board Member Charles Whisenant to come out of executive session, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no "nay" votes being cast.

VIII. OLD BUSINESS

1. **Personnel** - Chairman Watts asked for a motion to approve Pay for Performance Plan (Previously tabled) A motion was made by Board Member Charles Whisenant to set a Public Hearing August 26, 2024, duly seconded by Board Member Tim White. The motion was carried by voice vote, two nay votes one by Vice Chairman Penni Windsor and the other by Board Member Michael Clay.
2. **Revenue** - Chairman Watts asked for a motion to table request for Revenue Commissioner Michael Johnson to add a Deputy Revenue Commissioner. (Previously tabled). A motion was made by Board Member Charles Whisenant, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with one abstain vote by Vice Chairman Penni Windsor.

IX. NEW BUSINESS –

1. **Personnel** - Chairman Watts asked for a motion to approve Resolution 24-02 recommending a COLA for all eligible employees Fiscal Year 24-25. A motion was made by Board Member Charles Whisenant, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with with no "nay" votes being cast.
2. **Personnel** - Chairman Watts asked for a motion to approve Resolution 24-03 recommending that the County Commission fund a Pay Scale Study in Fiscal Year 24-25. A motion was made by Vice Chairman Penni Windsor, duly seconded by Secretary Tim White. The motion was carried by voice vote with no "nay" votes being cast.
3. **Personnel** - Chairman Watts asked for a motion to approve request to set public hearing for proposed Nepotism policy. A motion was made by Board Member Charles Whisenant, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.
4. **Personnel** - Chairman Watts asked for a motion to approve Personnel Board budget for Fiscal Year 24-25. A motion was made by Secretary Tim White, Vice Chairman Penni Windsor. The motion was carried by voice vote with no "nay" votes being cast.

LEGAL UPDATE

Board Attorney – Mallory Brown provided clarification on COLA Pay increase recommendations. In section 45-48-121-1.3

IX. STAFF REPORT

Personnel Administrator - Christy Pierce.

Personnel Update – July 2nd, 2024

July 22nd, 2024 – Board Meeting

New Hires

Name	Position	Hire Date	Step Hired At
John Young	Assistant Chief Deputy P/T	06/10/2024	N/A
Kristal Jones	Administrative Assistant – Engineering	06/17/2024	107-1
Phoenix Johnson	Corrections Officer	06/18/2024	106-1
Summer Yarbrough	Corrections Officer	06/18/2024	106-1

Terminations

Name	Position	Termination Date
Courtney Halvorson	Corrections Officer	06/10/2024
Ethan Edwards	Corrections Officer	06/13/2024
Daniel Stokes	Maintenance Technician	06/14/2024
Colten Dorsett	Equipment Operator Technician – Dist. 4	06/18/2024
Alyssa Davis	Appraiser I – Personal Property	06/21/2024
William Buckelew	Corrections Officer	06/27/2024
Jody Cottingham	Corrections Officer	06/27/2024
Stephanie Hancock	Support Clerk – Sheriff	06/27/2024
Justin C. Simmons	Deputy – SRO	06/28/2024

Promotions, Demotions & Transfers

Effective 06/15/2024: SHERIFF – Ted Thompson voluntarily demoted from Deputy Sergeant to Deputy.

Employee Wellness Screenings

Unfortunately, we did not reach our required wellness goal of 80%. Currently, we are only at 70% participation. Only 15 people showed up for the on-site wellness screening held on 02/03/2024. Notices were sent to all individuals who had NOT screened, and reminders were sent to the department heads.

*Update – We have met our goal of 80%!

I. ADJOURNMENT

Chairman Watts asked for a motion to adjourn the Personnel Board meeting. A motion was made by Vice Chairman Penni Windsor duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.



Secretary Tim White
Marshall County Personnel Board
Meeting Date: July 22, 2024

Date