

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, September 9, 2024

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, September 9, 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

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

Personnel Administrator Christy Pierce and Personnel Specialist Terri Brown were also present.

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

Secretary Tim White led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Watts asked for a motion to approve the agenda. 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.

V. APPROVAL OF MINUTES

Chairman Watts asked for a motion to approve the minutes of the Regular Board meeting held on Monday August 26, 2024. A motion was made by Board Member Michael Clay, duly seconded by Secretary Tim White. 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. OLD BUSINESS

1. Personnel - Chairman Watts asked for a motion to approve Nepotism Policy (Previously tabled).
 - a. A motion was made enter executive session at 7:26 pm by Chairman David Watts, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast
 - b. A motion was made by Vice Chairman Penni Windsor to come out of Executive Session at 8:24 pm, and resume regular meeting, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.
2. Personnel - Chairman Watts asked for a motion to approve Nepotism Policy (Previously tabled). A motion was made by Board Member Michael Clay, 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 for Revenue Commissioner Michael Johnson to add a Deputy Revenue Commissioner (Previously tabled) and to set the pay at \$55,000. A motion was made by Board Member Michael Clay, duly seconded by Secretary Tim White. The motion was carried by voice vote with no "nay" votes being cast. Vice Chairman Penni Windsor abstained from voting.
4. Personnel - Chairman Watts asked for a motion to amend the proposed Employee Performance Appraisal Policy by changing wording from "shall to may." A motion was made by Secretary Tim White, duly seconded by Chairman David Watts. A motion was carried with two "yea" votes by Secretary Tim White and Chairman David Watts, with two "nay" votes by Vice Chairman Penni Windsor and Board Member Michael Clay, resulting in a tie vote.

VIII. NEW BUSINESS –

1. Personnel - Chairman Watts asked for a motion to consider approval of date change for the October board meeting to October 15, 2024, due to the holiday. 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.
2. Personnel - Chairman Watts asked for a motion to consider approval of date change for the November board meeting to November 12, 2024, due to the holiday. A motion was made by Secretary Tim White, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no "nay" votes being cast.
3. Personnel - Chairman Watts asked for a motion to consider approve of revised Compensation Table for the 2% Cost-of-Living increase. 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.

4. **Personnel** - Chairman Watts asked for a motion to consider approve of Attorney Support Agreement for the new fiscal year. 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.

Personnel Board – Chairman Watts turned the meeting over to Attorney Mallory Brown-Nabors to conduct the Election of Board Members for the 2024-2025 Fiscal Year.

Attorney, Mallory Brown-Nabors opened the floor for nominations for the office of **Chairman of the Personnel Board**

Charles Whisenant was nominated by Secretary Tim White. The nomination was second by Chairman – David Watts. Chairman David Watts moved to close the nominations for Chairman; second by Board Member – Michael Clay.
Attorney Mallory Brown-Nabors announced that the nomination for Chairman was closed.

Roll Call Vote was taken for election for Chairman with the following results:

Chairman – David Watts	yes
Vice Chairman – Penni Windsor	yes
Secretary – Tim White	yes
Board Member – Michael Clay	yes
Board Member – Charles Whisenant	Absent

Attorney Mallory Brown-Nabors declared Charles Whisenant as the **Personnel Board Chairman**.

Attorney, Mallory Brown-Nabors opened the floor for nominations for the office of **Vice Chairman of the Personnel Board**.

Penni Windsor was nominated by Chairman David Watts. The nomination was second by Board Member Michael Clay. Chairman David Watts moved to close the nominations for Vice Chairman; second by Board Member Michael Clay: Attorney Mallory Brown-Nabors announced that the nomination for Vice Chairman was closed.

Roll Call Vote was taken for election of Vice Chairman with the following results:

Chairman – David Watts	Yes
Vice Chairman – Penni Windsor	Abstain
Secretary – Tim White	Yes
Board Member – Michael Clay	Yes
Board Member – Charles Whisenant	Absent

Attorney, Mallory Brown-Nabors declared **Penni Windsor** as the **Personnel Board Vice Chairman**.

Attorney, Mallory Brown-Nabors opened the floor for nominations for the office of **Secretary of the Personnel Board**.

Tim White was nominated by Chairman – David Watts. The nomination was second by Board Member Michael Clay. Chairman David Watts moved to close the nominations for Secretary; second by Secretary Tim White Attorney Mallory Brown-Nabors announced that the nomination for Secretary was closed.

Roll Call Vote was taken for the election of Secretary with the following results:

Chairman – David Watts	Yes
Vice Chairman – Penni Windsor	Yes
Secretary – Tim White	Abstain
Board Member – Michael Clay	Yes
Board Member – Charles Whisenant	Absent

Attorney Mallory Brown-Nabors declared **Tim White** as the **Personnel Board Secretary**.

Attorney Mallory Brown-Nabors turned the meeting back over to Chairman Watts.

LEGAL UPDATE

Board Attorney – Attorney Mallory Brown-Nabors stated there was nothing at this time.

IX. STAFF REPORT

Personnel Administrator - Christy Pierce.

Personnel Update – September 6th, 2024

**September 9th, 2024 – Board Meeting
New Hires**

Name	Position	Hire Date	Step Hired At
Jessica Wilburn	Appraiser Trainee – Personal Property	08/19/2024	106-1
Michael Wilson	Corrections Officer	08/19/2024	106-1
Jarrod C. Davis	Deputy – SRO	08/19/2024	108-3
Jacob Gipson	Corrections Officer	08/26/2024	106-1
Christopher Snellings	Bus Drive COA – P/T	09/03/2024	N/A

Terminations

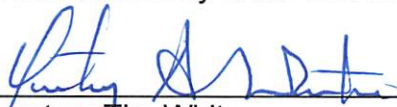
Name	Position	Termination Date
Jennifer Rios Reyes	Appraisal Tech I	08/14/2024
Ted Thompson, Jr.	Deputy	08/26/2024
Haley Snellings	Bus Driver COA / P/T	08/30/2024

Promotions, Demotions & Transfers

None to report.

I. ADJOURNMENT

Chairman Watts asked for a motion to adjourn the Personnel Board meeting. A motion was made by Secretary Tim White, duly seconded by Vice Chairmen Penni Windsor. The motion was carried by voice vote with no “nay” votes being cast.



Secretary Tim White
Marshall County Personnel Board
Meeting Date: September 9, 2024

11-12-24

Date