

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, September 8, 2025

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, September 8, 2025 in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama.

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

Also present were Attorney Mallory Brown-Nabors, Personnel Administrator Christy Pierce and Personnel Specialist Terri Brown.

I. CALL TO ORDER

Chairman Charles Whisenant called the meeting to order.

Chairman Charles Whisenant 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. AMEND THE AGENDA

Chairman Charles Whisenant asked for an agenda amendment to ratify the by-laws made in the meeting on Thursday, August 21, 2025. A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no "nay" votes being cast

Charles Whisenant asked for a motion to adopt the agenda as amended. 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.

V. APPROVAL OF MINUTES

Chairman Charles Whisenant asked for a motion to approve the minutes of the Regular Board meeting held on Thursday August 21, 2025. A motion was made by Board Member Tim Howard, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no "nay" votes being cast.

Chairman Charles Whisenant asked for a motion to approve the minutes of the Public Hearing meeting held on Thursday August 21, 2025. 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.

VI. PUBLIC COMMENTS

None

VII. OLD BUSINESS

1. **Personnel Board** - Chairman Charles Whisenant asked for a motion to table the approval to create a sick leave bank/donation policy or consider Short-term disability policy for employees. A motion was made by Board Member Tim Howard; the motion was duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no “nay” votes being cast.
2. **Personnel Board**- Chairman Charles Whisenant asked for a motion to approve to ratify the by-laws made in the meeting on Thursday, August 21, 2025. 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

VIII. NEW BUSINESS

1. **District #4**- Chairman Charles Whisenant asked for a motion to consider approval for request from Commissioner Joey Baker to add a part-time Equipment Operator Technician position. A motion was made by Secretary Tim White; the motion was duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with four “yay” votes being cast.
2. **Sheriff** - Chairman Charles Whisenant asked for a motion to consider approval for request from Sheriff Sims to change a vacant Deputy position (Grade 108 – Step 1 - \$18.42/hr.) to a K-9 Investigator position. (Grade 110 – Step 1 \$21.09/hr.). A motion was made by Board Member Michael Clay; the motion was duly seconded by Board member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.
3. **Personnel Board**- Chairman Charles Whisenant asked for a motion to consider approval to change the next Personnel Board Meeting to Tuesday, October 14th 2025 due to the holiday. A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.
4. **Personnel** - Chairman Charles Whisenant asked for a motion to consider approval of Attorney Support Agreement for the new fiscal year contingent upon

approval of the new budget. 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.

5. **Personnel** - Chairman Charles Whisenant asked for a motion to consider approval of election of Board Officers for the new 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 Board Member Michael Clay. Attorney Mallory Brown-Nabors moved to close the nominations for Chairman. A motion was made by Secretary Tim White; duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no “nay” votes being cast.

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

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

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 Charles Whisenant. The nomination was second by Board Member Michael Clay. Attorney Mallory Brown-Nabors moved to close the nominations for Chairman. A motion was made by Board Member Michael Clay; duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.

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 – Charles Whisenant	Yes
Vice Chairman – Penni Windsor	Abstain

Secretary – Tim White	Yes
Board Member – Michael Clay	Yes
Board Member – Tim Howard	Yes

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 Board Member Michael Clay. The nomination was second by Chairman Charles Whisenant. Attorney Mallory Brown-Nabors moved to close the nominations for Chairman. A motion was made by Board Member Michael Clay; duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.

Attorney Mallory Brown-Nabors announced that the nomination for **Secretary** was closed.

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

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

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 –Mallory Brown-Nabors explained that she had received a filing by the Commission which is a supplement to the original filing of undisputed fact. She is working on a response.

IX. STAFF REPORT

Personnel Administrator - Christy Pierce.

Personnel Update –thru September 5th,2025

September 8th, 2025 – Board Meeting

New Hires

Name	Position	Hire Date	Step Hired At
Sherry Taylor	Probate Clerk	08/25/2025	104-1
Jennifer Stewart	Support Clerk Sheriff	09/02/2021	104-1

Terminations

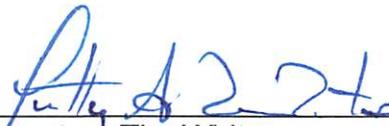
Name	Position	Termination Date
William Denny	Corrections Officer	08/24/2025
Christy Brodzinski	Probate Clerk	08/27/2025
Larry Griffith	Equipment Tech – Temp	09/01/2025

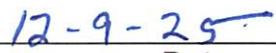
Promotions, Demotions & Transfers

Effective 09/02/2025: Jail – David Hardin was promoted from a Corrections Officer position to a Corrections Sergeant position.

I. ADJOURNMENT

Chairman Charles Whisenant asked for a motion to adjourn the Personnel Board meeting. 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.


Secretary Tim White


Date

Marshall County Personnel Board
Meeting Date: September 8, 2025