

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, January 12, 2026

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, January 12, 2026 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

Secretary Tim White offered the invocation.

III. PLEDGE OF ALLEGIANCE

Board Member Tim Howard led the Pledge of Allegiance.

IV. AMEND THE AGENDA

Charles Whisenant asked for a motion to amend the agenda to include creating Job Descriptions and create jobs for the following positions:

1. Animal Control Investigator (Grade 110)
2. Animal Shelter Manager (Grade 107)
3. Animal Control Investigator Assistant (Grade 105)

A motion was made by Board Member Tim Howard, duly seconded by Secretary Tim White. The motion was carried by voice vote with no "nay" votes being cast.

V. APPROVE THE AMENDED AGENDA

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

VI. APPROVAL OF MINUTES

Chairman Charles Whisenant asked for a motion to approve the minutes of the Regular Board meeting held on Monday January 12, 2026. A motion was made by Vice president Penni Windsor, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.

VII. PUBLIC COMMENTS

Chairman Charles Whisenant asked for Public Comments.

None

VIII. OLD BUSINESS

1. **Personnel Board** - Chairman Charles Whisenant asked for a motion to set a public hearing for March 9th, 2026 to discuss approval for a sick leave donation policy for employees. A motion was made by Board Member Tim Howard; duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no “nay” votes being cast.

IX. NEW BUSINESS –

1. **Commission** - Chairman Charles Whisenant asked for a motion to create a position of Animal Control Investigator (Grade 110). A motion was made by Board Member Tim Howard, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.
2. **Commission** - Chairman Charles Whisenant asked for a motion to consider approval for the Job Description of Animal Control Investigator position (Grade 110). A motion was made by Secretary Tim White, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.
3. **Commission** - Chairman Charles Whisenant asked for a motion to create a position of Animal Shelter Manager (Grade 107). A motion was made by Board Secretary Tim White, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with four “yay” vote being cast. Vice Chairman Penni Windsor cast a “nay” vote.
4. **Commission** - Chairman Charles Whisenant asked for a motion to consider approval for the Job Description of Animal Control Manager position (Grade 107). A motion was made by Secretary Tim White, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.
5. **Commission** - Chairman Charles Whisenant asked for a motion to create a position of Animal Control Investigator Assistant (Grade 105). A motion was made by Board Member Tim Howard, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast

6. **Commission** - Chairman Charles Whisenant asked for a motion to consider approval for the Job Description of Animal Control Investigator Assistant (Grade 105). A motion was made by Board Member Tim Howard, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.
7. **Revenue** - Chairman Charles Whisenant asked for a motion to consider approval from Michael Johnson to extend the temporary assignment of James Harkins for 30 days in the Mapping & Appraiser Administrator position. 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.
8. **Revenue** - Chairman Charles Whisenant asked for a motion to consider approval from Michael Johnson to remove the boating licenses requirement from the Appraisal I-III -Real Property Appraiser job description. 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

X. LEGAL UPDATE

Board Attorney – Attorney Mallory Brown-Nabors the hearing with the Commission is set for tomorrow January 13, 2026. I will update the Board.

According to the Alabama Legislature regarding Active Military vs Veterans status:

- Veterans are given preferences.
- Active Military is not given preference.

IX. STAFF REPORT

Personnel Administrator - Christy Pierce

Personnel Update –thru January 9th,2026

January 12th, 2026 – Board Meeting

New Hires

Name	Position	Hire Date	Step Hired At
Jeremy Hasty	Corrections Officer	12/08/2025	106-1
Billy Atchley	Deputy	12/09/2025	108-1
Cynthia Anders	Nutrition Programs Coordinator	01/05/2026	110-1
Tiffany Crepps	Corrections Officer	01/05/2026	106-1
David Troup	Corrections Officer	01/05/2026	106-1
William Parmley	Assistant Chief Deputy P/T	01/05/2026	N/A

Terminations

Name	Position	Termination Date
Wanda Earles	Temp – Clerk	12/05/2025
Jerry Lambert	Bus Driver P/T COA	12/05/2025
Tonya Hamaker	Custodian	01/09/2026

Promotions, Demotions & Transfers

Effective 12/27/2025: Maintenance – Justin Teal transferred from a Maintenance Technician position to a Park Manager position.

I. ADJOURNMENT

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



Secretary Tim White

2-9-26

Date

Marshall County Personnel Board
Meeting Date: January 12, 2026