

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, May 11, 2015

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, May 11, 2015, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:30 P.M.

Board member(s) present: Jason Windsor, Chairman
Keith Swisher, Vice Chairman
Randall Haney, Secretary
Charles Whisenant, Board Member

Board member(s) absent: Ben Gamel, Board Member

Also present were Personnel Board Attorney Jeffrey McLaughlin, Personnel Administrator Christy Kelley, and Personnel Assistant Beverly Lemons.

I. CALL TO ORDER

Chairman Jason Windsor called the meeting to order at 6:30 P.M. Chairman Windsor asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

The invocation was offered by Vice Chairman Keith Swisher.

III. PLEDGE OF ALLEGIANCE

Board member Charles Whisenant led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Windsor asked for any changes to the meeting agenda. There were none. Chairman Windsor then asked for a motion to approve the agenda as written. Secretary Randall Haney made the motion to approve the agenda as written. Vice Chairman Keith Swisher seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

V. APPROVAL OF MINUTES

Chairman Windsor asked for a motion to approve the minutes of the Personnel Board Meeting held on Monday, April 13, 2015. Board member Charles Whisenant made the motion to approve the minutes of the Personnel Board meeting. Vice Chairman Keith Swisher seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

Chairman Windsor asked for a motion to approve the minutes of the Special Called Board Meeting held on Wednesday, April 22, 2015. Board member Charles Whisenant made the motion to approve the minutes of the meeting. Vice Chairman Keith Swisher seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

Chairman Windsor asked if there were any comments from those present at the meeting. There were comments and questions from two attendees concerning the role of the Personnel Board in regard to an issue in the Sheriff's Department.

Chairman Windsor recognized Marshall County employee Jennifer Lewis. Ms. Lewis explained her role as Accounting Clerk for the Commission Office.

VII. OLD BUSINESS

Personnel – Consider request from Chairman Jason Windsor to review current Marshall County Drug Policy for possible revisions. (Previously tabled)

Chairman Windsor stated this item would remain tabled.

Personnel – Consider request from Chairman Jason Windsor to review current Performance Appraisal forms and process for possible revisions. (Previously tabled)

Chairman Windsor stated this item would remain tabled.

VIII. NEW BUSINESS

Sheriff's Department – Consider request from Sheriff Scott Walls to extend paid administrative leave for employees Heath Thomas, Jeremiah McCormack and Christopher Bearden.

Chairman Windsor asked for a motion to extend the leave. Board member Charles Whisenant asked Attorney McLaughlin to state the Board's options concerning this matter.

Attorney McLaughlin stated the options were:

Approve the leave, which means that you defer to the administrative authority and the three employees are on administrative leave until their trial and they are either acquitted or found guilty.

Do not approve the leave, which means that Sheriff Walls would put the employees back to work.

Board member Charles Whisenant made the motion to extend the leave. Chairman Windsor asked for a second to the motion. There was none and the motion died for lack of a second.

Personnel Board – Consider request from Chairman Jason Windsor to review other County personnel business.

Chairman Windsor stated that this issue needed to be considered in executive session. Attorney McLaughlin certified that the issue pertained to the good name and character of certain employees and an executive session would be appropriate to discuss this matter.

Chairman Windsor then expressed appreciation to all those in attendance at the meeting. He then asked that those in attendance please leave so that the Board could go into executive session to consider this issue.

Chairman Windsor asked for a motion to enter into executive session. The motion was made by Board member Randall Haney. Vice Chairman Keith Swisher seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

After the discussion in executive session, Chairman Windsor asked for a motion to come out of executive session. Board member Charles Whisenant made the motion to come out of executive session. The motion was seconded by Secretary Randall Haney. The motion was carried by voice vote with no "nay" votes being cast.

IX. LEGAL UPDATE

None

XI. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of April 4th to May 1st, 2015:

There were five (5) new hires:

1—Road Maintenance Technician	District #4
2—Road Maintenance Tech (Temp)	District #3
1—Road Maintenance Tech	District #3
1—Park/Lawn Maintenance (Temp)	Parks

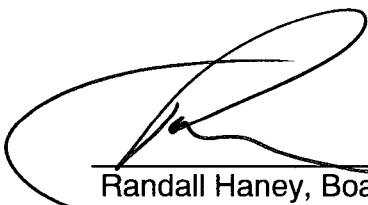
There was one (1) termination:

1—Administrative Assistant	Revenue (Retired)
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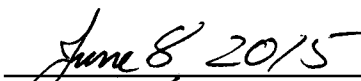
Employee Appreciation - Our employee appreciation lunch took place on Thursday, May 21st from 11:00 am – 1:00 pm in the County Agent Auditorium on the ground floor of the courthouse. The attendance was great and everyone seemed to enjoy the food and fellowship. Employees were served, hamburgers, hotdogs, chips, baked beans, dessert and all of the trimmings. Thank you letters are being sent to all who contributed.

XIII. ADJOURNMENT

Chairman Windsor asked for a motion to adjourn the Personnel Board meeting. Board member Charles Whisenant made the motion to adjourn. Secretary Randall Haney seconded the motion. The motion was carried with no "nay" votes being cast.



Randall Haney, Board Secretary
Marshall County Personnel Board
Meeting Date: May 11th, 2015



Date