

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, November 14th, 2016

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, November 14, 2016, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board Chairman Jason Windsor called the meeting to order at 6:15 P.M.

Board member(s) present: Jason Windsor, Chairman
Ben Gamel, Vice Chairman
Randall Haney, Secretary
Don Mitchell, Board Member

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

Also present were Personnel Board Attorney Jeffrey McLaughlin, Personnel Administrator Christy Kelley, and Personnel Assistant Janice Payne

I. CALL TO ORDER

Chairman Jason Windsor called the meeting to order at 6:15 P.M. Chairman Windsor recognized Veterans, Vice Chairman Ben Gamel and Secretary Randall Haney and thanked them for their service to our country and the Personnel Board. Chairman Windsor asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

The invocation was offered by Vice Chairman Ben Gamel.

III. PLEDGE OF ALLEGIANCE

Board Member Don Mitchell led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Jason Windsor entertained a motion to amend the agenda in order to reschedule the December Board Meeting and the public hearing to December 15, 2016 at 5:00 p.m. for changes to the Grievance Procedure. Vice Chairman Ben Gamel made the motion to amend the agenda. Board member Don Mitchell 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 agenda. Secretary Randall Haney made the motion to amend the agenda. Vice Chairman Ben Gamel 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, October 20, 2016. Vice Chairman Ben Gamel made the motion to approve the minutes of the Personnel Board meeting. Secretary Randall Haney seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

Chairman Windsor recognized Leslie Allen. Ms. Allen, Personal Property Appraisal Trainee explained her position with the county.

VII. OLD BUSINESS

Approval of the request from Chairman Jason Windsor to revise the current grieves procedure. This item remained tabled.

VIII. NEW BUSINESS

Chairman Windsor asked for a motion to reschedule the Public Hearing to December 15, 2016 at 5:00 pm. and also change the December Personnel Board meeting to the same date. Secretary Randall Haney made the motion to approve. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" vote being cast.

IX. LEGAL UPDATE

Chairman Jason Windsor asked Board Attorney Jeffrey McLaughlin for a report on changes to the grievance policy. Board Attorney Jeffrey McLaughlin stated he had nothing additional.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of October 19, 2016 to November 11, 2016.

There were three (3) new hires:

1 – Corrections Officer	Stephen Hancock	Jail
1 – Corrections Officer	Jon W. Brasher	Jail
1 – Dispatcher	Stephanie Smith	Jail

There were six (6) terminations:

1 – Deputy	Joseph Ford	Sheriff's	(Resigned)
1 – Support Clerk	Thereasa Miller	Sheriff's	(Resigned)
1 – System Analyst	Steven Burgett	Data Processing	(Resigned)
1 – Building Cleaner P/T	Melvin Snodgrass	Maintenance	(Resigned)
1 – Appraisal/Mapping Admin.	David Phillips	Appraisal Update	(Retired)
1 – Sr. Probate Clerk	Taye Langley	Probate	(Retired)

David Phillips, Appraisal & Mapping Administrator, was approved for administrative leave through October 31st, 2016.

There were two promotions. Randy Hughes was promoted to Equipment Operator III from an Equipment Operator II position in District 4, effective 10/29/2016. Jessica Harris was promoted to a Sr. Probate Clerk from a Probate Clerk position in the Probate office, effective 10/31/2016.

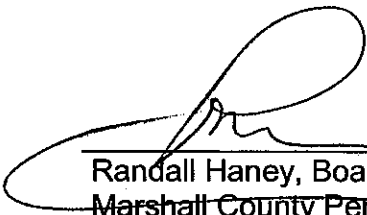
Marshall County employees will have the opportunity to add or drop healthcare coverage and voluntary benefits during the designated open enrollment periods in November. All employees have received personalized information sheets and open enrollment information. Representatives will be onsite November 15th, 16th and 21st to enroll eligible employees in voluntary benefits.

We now have a link for online applications at Marshallco.org.

Invitations were sent to two employees. Leslie Allen, a Personal Property appraiser trainee and Kristan Summers, a Deputy in the Sheriff's office.

XI. ADJOURNMENT

Chairman Windsor asked for a motion to adjourn the Personnel Board meeting. Board Member Don Mitchell made the motion to adjourn. Vice Chairman Randall Haney seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.



Randall Haney, Board Secretary
Marshall County Personnel Board
Meeting Date: November 14th, 2016

12-15-16

Date