

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, February 12th, 2018

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, February 12th, 2018 in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Chairman, Charles Whisenant called the meeting to order at 5:20 P.M.

Board member(s) present: Charles Whisenant, Chairman
Ben Gamel, Vice Chairman
Jason Windsor, Board Member
David Watts, Board Member

Board member(s) absent: Don Mitchell, Secretary

Also present were Attorney Lea Hicks, Personnel Administrator Christy Kelley and Personnel Assistant Janice Payne. Marshall County Commission Attorney Clint Mayes, Commission Chairman James Hutcheson, and Accounting Specialist Penni Windsor was present during the work session immediately prior to the board meeting.

I. CALL TO ORDER

Chairman, Charles Whisenant called the meeting to order at 5:20 P.M. Chairman Whisenant asked everyone to stand for prayer and the Pledge of Allegiance.

II. INVOCATION

The invocation was offered by Board Member, David Watts.

III. PLEDGE OF ALLEGIANCE

Chairman, Charles Whisenant led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Whisenant asked for corrections or additions to the meeting agenda. There were no corrections or additions. Board Member, Jason Windsor made the motion to approve 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 Whisenant asked for a motion to approve the minutes of the Personnel Board Meeting held on January 8, 2018. Board Member, David Watts made the motion to approve the minutes of the Personnel Board meeting. Vice Chairman, Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

VI. PUBLIC COMMENTS

Chairman Whisenant, asked for Public Comments.

There were none.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

1. **County Commission**- Consider request from the Marshall County Commission to consider necessary amendments to the Marshall County Handbook to pay employees performing essential operations, who are required to work during inclement weather while the Courthouse is closed.

Chairman Whisenant asked for a motion to table this item until Personnel Administrator Christy Kelley and the Personnel Board Attorney can research and provide more information on a policy revision. Board Member, Jason Windsor made the motion to table this item. Vice Chairman, Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

IX. LEGAL UPDATE

Attorney Lea Hicks stated that Attorney Jeff McLaughlin asked her to thank Personnel Administrator Christy Kelley for getting the policy and form ready for open records request.

X. STAFF REPORT

Personnel Administrator Christy Kelley reported the following personnel actions for the period of January, 1st 2018 to February 2nd, 2018.

There were six (6) new hires:

Cynthia King	Senior RX Coordinator – COA	Council on Aging
Joshua Willis	Deputy	Sheriff's
Ola M. Swords	Center Manager P/T	Council on Aging
Benjamin Walls	Equipment Operator I	District # 1
Breana Runge	Corrections Officer	Jail
Logan Gibson	Corrections Officer	Jail

There were eight (8) terminations:

Melanie Joye Baker	Retired	Appraisal Tech III	Mapping & Appraisal
Andrea Dorsett	Temp Assignment	Appraisal Tech I	Mapping & Appraisal
Ranzy Noble	Resigned	Deputy	Sheriff's
Kristan Summers	Resigned	Deputy	Sheriff's
Dylan Hathcock	Resigned	Corrections Officer	Jail
William Whitt	Retired	Dispatcher	Jail
Joshua Phillips	Resigned	Deputy	Sheriff's
Kathryn Edgeworth	Resigned	Appraiser Trainee	Mapping & Appraisal

There was one (1) leave of absences to report for this time period.

Vicki L. Harris, building cleaner in the Maintenance Department, awarded leave without pay.

There was two (2) promotion/s for this time period.

Tammy Richey, Support Clerk in the Sheriff's Office, was promoted to a Court Clerk in the Sheriff's office, effective 01/08/2018. Richard Wilkins, Corrections Officer in the Jail, was promoted to a Commissary Store Manager in the Jail, effective 01/22/2018.

Invitations to the Personnel Board Meetings

There were two (2) invitations sent out for the January meeting.

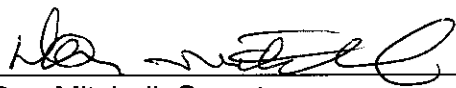
Invitations were sent to DeWayne Sherrod, Equipment Operator I in District # 3 and Alletta Green, Corrections Officer in the Jail.

XI. ADDITIONAL COMMENTS

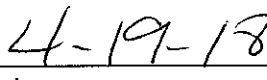
Board Member Jason Windsor recommended holding the monthly board meetings at a later time, so it would be more convenient for employees who worked to attend.

XII. ADJOURNMENT

Chairman Whisenant asked for a motion to adjourn the Personnel Board meeting. Board Member, Jason Windsor made the motion to adjourn, Vice Chairman, Ben Gamel seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.



Don Mitchell, Secretary
Marshall County Personnel Board
Meeting Date: February 12th, 2018



Date