

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, December 9th, 2019

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, December 9th, 2019. in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Chairman Charles Whisenant called the meeting to order at 5:39 P.M.

Board member(s) present: Charles Whisenant, Chairman
Ben Gamel, Vice Chairman
Penni Windsor, Secretary
Martha Handschumacher, Board Member

Board member(s) absent: David Watts, Board Member

Also, present were Attorney Jeff McLaughlin, Personnel Administrator Christy Kelley, Personnel Assistant Janice Payne.

I. CALL TO ORDER

Chairman Charles Whisenant called the meeting to order at 5:39 P.M. Chairman Whisenant 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

Chairman Charles Whisenant led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Chairman Whisenant asked for a motion to approve the meeting agenda. Secretary Penni Windsor made a motion to approve. Board Member Martha Handschumacher 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 Tuesday November 12th, 2019. Secretary Penni Windsor 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 Charles Whisenant asked for Public Comments.

There were none.

VII. OLD BUSINESS

Personnel Board - Chairman Whisenant asked for a motion to adopt a resolution recommending that the County Commission elect to provide the same retirement benefits given to Tier I plan members to its Tier II plan members. Vice Chairman Ben Gamel made the motion. Secretary Penni Windsor seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board - Chairman Whisenant asked for a motion to change Section 12.9 – Special Pay Provisions in the Marshall County Personnel Handbook. Secretary Penni Windsor made the motion. Board Member Martha Handschumacher seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

VIII. NEW BUSINESS

Personnel Board - Chairman Whisenant asked for a motion to schedule a public hearing for January 13th, 2020 to discuss changing Section 11.6 – Sick Leave in the Marshall County Personnel Handbook. Board Member Martha Handschumacher made the motion. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board - Chairman Whisenant asked for a motion to schedule a public hearing for January 13th, 2020 to discuss changing Section 11.5 – Annual Leave in the Marshall County Personnel Handbook. Secretary Penni Windsor made the motion. Vice Chairman Ben Gamel seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board - Chairman Whisenant asked for a motion to approve request from Personnel Administrator Christy Kelley to change the Compensation Wage Table to reflect the DOL’s New Overtime Rules that go into effect on January 1, 2020. Vice Chairman Ben Gamel made the motion. Secretary Penni Windsor seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Personnel Board - Chairman Whisenant asked for a motion to approve request from Personnel Administrator Christy Kelley to change the job description affected by reflect the DOL’s New Overtime Rules that go into effect on January 1, 2020. (*Nutrition Program Coordinator - COA, SHIP-AL Cares & Transportation Systems Coord, Chief Clerk-Sheriff, Chief Clerk-Probate, Accountant – Commission & Assessment & Collections Administrator.*) Secretary Penni Windsor made the motion. Martha Handschumacher seconded the motion. The motion was carried by voice vote with no “nay” votes being

LEGAL UPDATE

Attorney Jeff McLaughlin stated there was nothing to report at this time.

STAFF REPORT

Personnel actions for the period of November 9th, 2019 to December 6th, 2019 were:

There were five (5) new hires:

Victoria Word	Corrections Officer	11/25/2019
Jake Barnhill	Deputy	11/25/2019
Juan Taylor	Appraiser Trainee RP	11/25/2019
Jordan Burns	Corrections Officer	11/25/2019
Robert Cooper	Corrections Officer	11/25/2019

There were three (3) terminations:

Matthew Hyde	Resigned	Jail	11/18/2019
Clarissia Benson	Resigned	Dispatcher	11/18/2019
Cynthia Henson	Assignment Ended	District #2	11/27/2019

Leave of Absence

None to report

There was (1) one demotion, (1) one transfer and (1) one promotions for this time period.

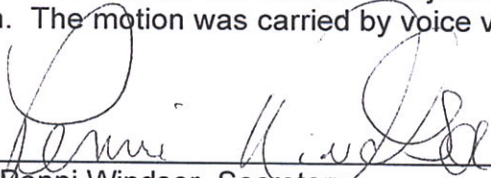
Michelle Chastain took a voluntary demotion from a dispatcher to Appraisal Technician I position, effective December 2nd, 2019. Amanda Pearce transferred form an Appraisal Technician III position to a Court Clerk – Revenue position, effective November 4th, 2019. Sonya Cantrell was promoted from a Support Clerk position to a Chief Clerk position in the Sheriff's office, effective November 26, 2019.

Invitations

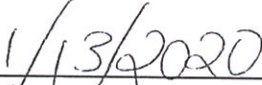
Invitations were sent to Erin Putlovic, Deputy in the Sheriff's office and Emory Hefner, Corrections Officer at the Sheriff's office.

ADJOURNMENT

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



Penni Windsor, Secretary
Marshall County Personnel Board
Meeting Date: December 9th, 2019



Date