

MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Tuesday, December 14th, 2021

The regular monthly meeting of the Marshall County Personnel Board was held on Tuesday, December 14th, 2021, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Chairman Charles Whisenant called the meeting to order.

Board member(s) present: Charles Whisenant, Chairman
Penni Windsor, Vice Chairman
David Watts, Secretary
Tim White, Board Member

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

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

CALL TO ORDER

Chairman Charles Whisenant called the meeting to order. Chairman Whisenant asked everyone to stand for prayer and the Pledge of Allegiance.

I. INVOCATION

The invocation was offered by Secretary David Watts.

II. PLEDGE OF ALLEGIANCE

Board Member Tim White led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Chairman Whisenant asked for a motion to amend the agenda to include a 30-day time frame for submission of information to Personnel when department heads request to create a new position or change an existing position. Vice Chairman Penni Windsor made a motion to amend the agenda. Secretary David Watts seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

Chairman Whisenant asked for a motion to approve the meeting agenda as amended. Vice Chairman Penni Windsor made a motion to approve the agenda. Board Secretary David Watts seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

IV. APPROVAL OF MINUTES

Chairman Whisenant asked for a motion to approve the minutes of the Regular Board meeting held on Monday, November 15th, 2021. Vice Chairman Penni Windsor made a motion to approve the minutes. Board Member Tim White seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

V. PUBLIC COMMENTS

Chairman Charles Whisenant asked for Public Comments.

There were none.

VI. OLD BUSINESS

None

VII. NEW BUSINESS –

Sheriff – Chairman Whisenant asked for a motion to approve a request from Sheriff Phil Sims to add an Investigator position that was previously unbudgeted. (Funding was approved by the County Commission on 12/08/2021) Secretary David Watts made the motion. Vice Chairman Penni Windsor seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Sheriff –Chairman Whisenant asked for a motion to approve a request from Sheriff Phil Sims to add two jail sergeant positions that was previously unbudgeted. (Funding was approved by the County Commission on 12/08/2021) Secretary David Watts made the motion. Board Member Tim White seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

Sheriff – Chairman Whisenant asked for a motion to approve a request from Sheriff Phil Sims to change an existing Deputy & Deputy SRO position to Deputy Sergeant positions. The new positions will replace the existing positions (Funding was approved by the County Commission on 12/08/2021) Secretary David Watts made the motion. Board Member Tim White 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 a Resolution to the County Commission to fund a one-time payout of Annual leave to employees who have over 300 hours of annual leave on December 31st, 2021. Board Vice Chairman Penni Windsor made the motion. Member Tim White 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 a 30-day time frame for submission of information to Personnel when department heads request to create a new position or change an existing position. Vice Chairman Penni Windsor made a motion. Board Secretary David Watts seconded the motion. The motion was carried by voice vote with no “nay” votes being cast.

VIII. Legal Update –

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

IX. Staff Report –

Personnel Administrator Christy Kelley reported the following for period November 8th, 2021, thru December 14th, 2021.

New Hires

Shania Owens	Corrections Officer	11/29/2021
Anthony Porterfield	Dispatcher	12/07/2021

Terminations

Jared Nicholas

Corrections Officer 11/08/2021

Promotions, Demotions & Transfers

Effective 11/20/2021, Willie Orr transferred from Deputy Lieutenant to Chief Investigator. Mark Jackson was promoted from a Deputy Sergeant to a Deputy Lieutenant effective 12/04/2021. Austin Shirley was promoted from a Groundskeeper to a Maintenance Technician Assistant, effective 12/04/2021.

Longevity Pay

All full-time and part-time employees employed on November 10th, 2021, received a one-time longevity payment based on the following:

0 months to 12 months	\$100.00
1 year through 2 years	\$200.00
3 years through 4 years	\$300.00
5 years through 9 years	\$500.00
10 years through 14 years	\$700.00
15 years through 19 years	\$900.00
20 years through 25 years	\$1,200.00
More than 25 years	\$1,500.00

X. ADJOURNMENT

Chairman Whisenant asked for a motion to adjourn the Personnel Board meeting. Secretary David Watts made the motion to adjourn. Board member Tim White seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.



David Watts, Secretary
Marshall County Personnel Board
Meeting Date: December 14th, 2021



Date