

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, September 11th, 2023

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, September 11th, 2023, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama.

**Board member(s) present:** David Watts, Chairman  
Penni Windsor, Vice Chairman  
Tim White, Secretary  
Michael Clay, Board Member  
Bill Stricklend, Board Member

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

## I. CALL TO ORDER

Chairman David Watts called the meeting to order.

Chairman Watts asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

Secretary Tim White offered the invocation.

## III. PLEDGE OF ALLEGIANCE

Board Member Bill Stricklend led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Chairman Watts asked for a motion to approve the meeting agenda. Board member Bill Stricklend made a motion to approve the agenda. Board Member Michael Clay seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## V. APPROVAL OF MINUTES

Chairman Watts asked for a motion to approve the minutes of the Regular Board meeting held on Monday July 10th, 2023. Secretary Tim White made a motion to approve the minutes. Vice Chairman Penni Windsor seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

## VI. PUBLIC COMMENTS

Chairman David Watts asked for Public Comments.

There was None.

## VII. OLD BUSINESS

There was None.

## VIII. NEW BUSINESS –

**Personnel Board** –Chairman Watts asked for a motion to approve the time change for Personnel Board Work Sessions to 5:30 pm. and Meeting to 6:00 pm. Vice Chairman Penni Windsor made the motion, duly seconded by Board Member Bill Stricklend. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board** –Chairman Watts asked for a motion to approve the revised Compensation Wage Table for the 8% Cost-of-Living increase FY 23- 24. Vice Chairman Penni Windsor made the motion, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board** –Chairman Watts asked for a motion to approve the Attorney Support Agreement for the new fiscal year. Board Member Bill Stricklend made the motion, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board** –Chairman Watts asked for a motion to suspend the rules. Board Member Bill Stricklend made the motion, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board** –Chairman Watts asked for a motion to approve the revised Personnel Board Budget FY 23-24. Board Member Bill Stricklend made the motion, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.

**Personnel Board** – Chairman Watts turned the meeting over to Attorney Jeffery McLaughlin to conduct the Election of Board Members for the 2023-2024 Fiscal Year.

Attorney, Jeffery McLaughlin opened the floor for nominations for the office of **Chairman of the Personnel Board**

David Watts was nominated by Board Member Bill Stricklend. The nomination was second by Vice Chairman Penni Windsor. Bill Stricklend moved to close the nominations for Chairman; second by Secretary Tim White  
Attorney Jeff McLaughlin announced that the nomination for Chairman was closed.

**Roll Call Vote was taken for election for Chairman with the following results:**

Chairman – David Watts	Abstain
Vice Chairman – Penni Windsor	yes
Secretary – Tim White	yes
Board Member – Michael Clay	yes
Board Member – Bill Stricklend	yes

Attorney McLaughlin declared **David Watts** as the **Personnel Board Chairman**.

Jeffery McLaughlin opened the floor for nominations for the office of **Vice Chairman of the Personnel Board**.

Penni Windsor was nominated by Chairman David Watts. The nomination was second by Board Member Michael Clay. Secretary Tim White moved to close the nominations for Vice Chairman; second by David Watts: Attorney Jeff McLaughlin announced that the nomination for Vice Chairman was closed.

**Roll Call Vote was taken for election of Vice Chairman with the following results:**

Chairman – David Watts	Yes
Vice Chairman – Penni Windsor	Abstain
Secretary – Tim White	Yes
Board Member – Michael Clay	Yes
Board Member – Bill Stricklend	Yes

Attorney McLaughlin declared **Penni Windsor** as the **Personnel Board Vice Chairman**.

Jeffery McLaughlin opened the floor for nominations for the office of **Secretary of the Personnel Board**.

Tim White was nominated by Board Member Bill Stricklend. The nomination was second by Chairman David Watts. Board Member Bill Stricklend moved to close the nominations for Secretary; second by Chairman David Watts. Attorney Jeff McLaughlin announced that the nomination for Secretary was closed.

**Roll Call Vote was taken for election of Secretary with the following results:**

Chairman – David Watts	Yes
Vice Chairman – Penni Windsor	Yes
Secretary – Tim White	Abstain
Board Member – Michael Clay	Yes
Board Member – Bill Stricklend	Yes

Attorney McLaughlin declared **Tim White** as the **Personnel Board Secretary**.

Attorney McLaughlin turned the meeting back over to Chairman Watts.

**Legal Update** – Board Attorney Jeffrey McLaughlin stated there was nothing at this time.

**IX. Staff Report** – Personnel Administrator – Christy Kelley

**Personnel Update for  
September 7<sup>th</sup>, 2023**

**September 11<sup>th</sup>, 2023, Board Meeting**

<b>New Hires</b>				
Name	Position	Hire Date	Step	Hired At
Nathan Seth Baker	Corrections Officer	07/17/2023	106-1	
David Hardin	Corrections Officer	07/17/2023	106-1	
Spencer Jacobs	Deputy	07/17/2023	108-1	
Shelby Blankenship	Probate Clerk	07/31/2023	104-1	
Larry Washburn	Equipment Oper II	07/31/2023	106-1	
Lisa Cirillo	Dispatcher	08/14/2023	105-1	
Andrea Waldrop	Corrections Officer	08/21/2023	106-1	
Anthony Hughes	Corrections Officer	08/28/2023	106-1	

Jerry Lambert	Bus Driver COA – P/T	08/31/2023	N/A
John Tyler Davis	Equip Oper. Tech – Dist. 2	09/05/2023	104-1

**Terminations**

Name	Position	Term Date
Emily Manning	Sr. Corrections Officer	0707/2023
Emily O’linger	Dispatcher	07/27/2023
Amy Buse	Corrections Officer	08/11/2023
Amanda Johnson	Dispatcher	08/22/2023
James Burke	Corrections Officer	08/24/2023
Glen Houston Jones	Deputy	08/24/2023
Abbie Lafollette	Bus Driver – COA P/T	08/25/2023
Martha J. Short	Probate Clerk (Retired)	08/31/2023

**Promotions, Demotions & Transfers**

Effective 08/12/2023: Jail – LaRena Davis was promoted from Corrections Officer to a Sr. Corrections Officer.

Effective 08/28/2023: Probate – Stefanie Talley was promoted from Probate Clerk to a Sr. Probate Clerk.

**8% Cost of Living Increase**


The Cost-of-Living increases will take effect on 10/07/2023, which is the first full pay period of the new fiscal year. Employees will receive a letter showing the increase and effective date.

**Wellness Screenings**

We met our goal! The County will retain their premium discount for the upcoming year.

**X. ADJOURNMENT**

Chairman Watts asked for a motion to adjourn the Personnel Board meeting. Secretary Tim White made the motion, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no “nay” votes being cast.

 _____ Secretary Tim White Marshall County Personnel Board Meeting Date: September 11 <sup>th</sup> , 2023	_____ 11-20-2023 Date
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