

Shelby County Law Enforcement Personnel Board
Special Meeting
July 18, 2013, 4:00 p.m.

The purpose of the special meeting was to further discuss with AUM's representatives the pending salary survey and promotional testing/assessment proposal.

Chairman Donaldson called the special meeting to order in the Sheriff's Office Training Center and asked Mr. Martin to give the invocation.

Board members and staff present were Mr. Donaldson, Mr. Brasher, Mr. Martin, Mr. Morris, Mr. Weatherford, and secretary Lucy Womac. Guests present were Mrs. Cindy Forehand and Dr. Brent Maulden with AUM; Chief Samaniego, and Capt. Jay Fondren.

The pending salary survey was discussed. AUM will send questionnaires to several comparative agencies and collect salary data. Mr. Donaldson said the Board members would meet and review the replies received. Chief Samaniego volunteered to prepare a cover letter requesting an exchange of information with the participants, and offering to return limited information to the agencies involved after the survey is complete. The Chairman signed the Memorandum of Agreement with AUM for the salary survey's development, administration, and analysis covering sixteen positions, and a final report outlining the results of the study.

There was a discussion on promotional testing expenditures. Mrs. Forehand and Dr. Maulden presented cost options for the LEPB to consider. All options included development, administration, and scoring of promotional testing cycles, and each listed dates to be included in the agreements. Option one includes the 2013 cycle of promotional testing. Option two includes the 2013 and 2015 cycles of promotional testing. Option three includes the 2013, 2015, and 2017 cycles of promotional testing, and would spread out the lowered costs over an extended period of time. There was also an additional service offering to do a job analysis study.

In answer to Mr. Martin's question, Chief Samaniego replied that approximately two employees are promoted per year, but everybody who goes through the testing process benefits. Mr. Martin opined that State Representative Mike Hill will get a better picture of the promotional assessment procedures from Chief Samaniego and Division Commander Ken Burchfield. Capt. Burchfield has gone through the promotional processes for Sergeant and Lieutenant and explained them to Representative Hill at the June 10 special meeting.

Mr. Morris told the other members that the LEPB budget amounts he was given differ from each other. There were no unanticipated legal fees until three years ago. He said he will go back to County Finance Manager Butch Burbage to discuss long-term spending. Chairman Donaldson will call a special meeting on the budget and testing.

After some discussion, the general consensus was that AUM's Option Three is the best. Chief Samaniego offered to see whether there was sufficient money left in the Sheriff's Office's fiscal year budget to help defray the costs of the promotional testing. As requested, the secretary gave the Board members a breakdown of expenses associated with open testing for the past five-plus years: written exams for various classifications, dates, costs for test materials and annual dues, main and supplemental administrative costs, want ads, keyboard tests, and totals. Mr. Martin asked whether the LEPB had contracted with AUM for promotional testing prior to 2009, and if so, requested that the information be added to the list of exam costs.

With no further business, the meeting was adjourned on motion of Mr. Morris.

Minutes approved by:

Randall W. Donaldson, Board Chairman

Bill M. Martin, Board Secretary

Teddy R. Brasher

Bruce P. Weatherford

Kevin W. Morris