

**Shelby County Law Enforcement Personnel Board**  
**Regular Meeting**  
**February 18, 2014, 6:30 p.m.**

Chairman Donaldson called the monthly meeting to order in the Sheriff's Office Training Center, asking Mr. Brasher to give the invocation.

Board members and staff present were Mr. Donaldson, Mr. Martin, Mr. Brasher, Mr. Weatherford, and secretary Lucy Womac. Guest welcomed was Capt. Chris George from the Sheriff's Office.

Mr. Martin moved to approve the minutes of the December 16 special meeting and the January 21 regular meeting. Mr. Weatherford seconded the motion and it carried.

**OLD BUSINESS**

There was a discussion concerning promotion testing/assessments. AUM is handling much of the Deputy Lieutenant and Corrections Lieutenant process. The secretary contacted the Training Center staff and test administrators regarding the implementation of the Deputy Sergeant and Corrections Sergeant testing process. Capt. George was asked about the disruption to the agency's work schedules with so many employees being off during the time it takes to test. Mr. Donaldson suggested that an email be sent to the employees saying testing will be the week of March 17, and March 1 is the cutoff date to register. With the candidates' test applications collected, further options going forward could then be considered. The other members agreed.

**NEW BUSINESS**

Mr. Weatherford moved to approve the secretary's time sheets and mileage. Mr. Martin seconded the motion and it passed.

Results from the February 1 Deputy and Corrections Officer written exams were presented. The members compared the alphabetized printouts from the scoring service with the Lists of Eligibles showing the scores in highest-to-lowest format. Mr. Weatherford moved to approve the new test results. Mr. Martin seconded the motion and it carried. Capt. George was given copies of the lists for the Sheriff's Office.

The Board then considered the transcript of Deputy Patrick R. Bloom. He graduated December 18 from Herzing University with a bachelor of science in criminal justice. Corrections Officer T. Richard Rary also graduated, with a bachelor of science degree in fire science administration from Waldorf College on January 18. Both employees have been earning the five percent educational incentive. Their official transcripts showed their respective schools' regional accreditation from the North Central Association of Colleges and Schools. Mr. Weatherford moved to approve educational incentives of ten percent for both employees. Mr. Martin seconded the motion and it passed.

The following invoices were considered: NeoGov's annual statement for \$2,500.00, AUM's installment of \$3,210.64 for the Lieutenant promotional process, IPMA's invoice for \$1,033.40 for the February 1 written exams, Amanda Waldrup's bill for \$277.33 as the main test administrator, and Jan Walker's bill for \$124.25 as the administrator to one applicant who had requested reasonable accommodations. Mr. Weatherford moved to approve all bills for payment. Mr. Martin seconded the motion and it carried.

As FYI, the members were presented lists showing fourteen employees whose step raises due in March had been approved, as well as one whose had been denied due to an earlier suspension. Also shown was a reply from Dr. Brent Maulden at AUM which thanked the LEPB for the opportunity to submit a proposal to create separate pay scales for the Sheriff's Office's clerical workers according to job description data AUM had collected.

The Board members present decided to move the next regular meeting date to Wednesday, March 19, still 6:30 p.m., pending agreement by Mr. Morris and scheduling by the Training Center staff.

With no further business, the meeting was adjourned by motion of Mr. Martin.

Minutes approved by:

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Randall W. Donaldson, Board Chairman

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Bill M. Martin, Board Secretary

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Teddy R. Brasher

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Bruce P. Weatherford