

Shelby County Law Enforcement Personnel Board
Special Meeting
January 9, 2014, 5:30 p.m.

The main purpose of the special meeting was to discuss unfinished business from the previous meeting.

Chairman Donaldson called the meeting to order in the County Services Building, asking Mr. Brasher to give the invocation.

Board members and staff present were Mr. Donaldson, Mr. Brasher, Mr. Morris, Mr. Martin, and secretary Lucy Womac. Guest present was Capt. Chris George.

The Board considered the statement from Bradley Arant Boult Cummings, LLP, for legal services rendered through November, 2013. The secretary had contacted the firm to have the July invoice forwarded, and to confirm that the most recent statement shows the current ending balance. Mr. Morris moved to approve that the statement be paid in the full amount of \$4,262.55. Mr. Brasher seconded the motion and it carried.

Deputy Steven T. Tucker had asked whether the LEPB would approve the educational incentive of fifteen percent for him once he finishes a master's degree at the University of Montevallo. He had sent information regarding the program for Counseling, Master's of Education. Chairman Donaldson said based on the school's criteria, this degree would fall under education, one of five disciplines for which the fifteen percent is automatically granted under the Rules. Capt. George added that Deputy Tucker is a former crisis negotiator and an asset to the Sheriff's Office. Mr. Morris moved, based on the Rules and the recommendation, that the master's in education with a concentration in counseling be accepted. Mr. Martin agreed, considering the recommendation and the fact that a counseling degree would be of great benefit to the department and his duties, and seconded. The motion passed. Mr. Morris went a step farther for the record, stating that with the preparation and testing for Lieutenant and Sergeant, we are talking about someone who could actually be of benefit to the Sheriff's Office when it comes to some of the analytical process, just with what the program says he will accomplish with that degree.

An applicant had submitted a Reasonable Accommodations request form and doctor's letter, asking for extended time to take the Corrections Officer written exam on February 1. The applicant will start the C. O. exam at 9:00 a.m. when the Deputy Sheriff exam begins, in order to allow sufficient time to finish earlier than the other C. O. examinees. Mr. Martin moved to approve the request. Mr. Morris seconded the motion and it carried.

Chairman Donaldson led a discussion on the latest budget figures presented. He opined that there should be sufficient funding to request a proposal from AUM to divide the clerical workers into different classifications according to responsibilities using AUM's job assessments, and create separate pay scales for them. The Board members are in agreement that the pay scales need to have more steps added at each end. Mr. Morris

noted that replacing retiring clerical workers should not cause budget issues, as the starting pay will be lower. The Chairman asked the secretary to contact Dr. Brett Maulden at AUM concerning the creation of the new pay scales. There was a brief discussion on updating the title of Radio Dispatcher to Communications Officer. Mr. Donaldson said he needs Excel lists of the employees showing their classifications and steps. The secretary offered to send him her Step Raises list containing all employees still continuing up the steps and those topped out, as well as another list showing hire-in dates.

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

Minutes approved by:

Randall W. Donaldson, Board Chairman

Bill M. Martin, Board Secretary

Teddy R. Brasher

Kevin W. Morris