

Shelby County Law Enforcement Personnel Board
Special Meeting
July 2, 2015, 5:00 p.m.

The main purpose of the special meeting was to consider Corrections Officer Ricky Mitchell's request to receive time from the Reserve Sick Leave Bank.

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

Board members and staff present were Mr. Donaldson, Mr. Mitchell, Mr. Martin, Mr. Brasher, and secretary Lucy Womac. Guests present were Sheriff Samaniego and Chief Deputy Chris George.

OLD BUSINESS

Chairman Donaldson led a discussion on the latest budget figures presented from Commission Accounting, updated since the June regular meeting.

NEW BUSINESS

Officer Rick Mitchell was granted up to thirty days from the Reserve Sick Leave Bank at the regular meeting in May. He was off for a few weeks and upon his return to work, the remaining time was deposited back into the Bank. The Board members were now shown his new request to use RSLB days, accompanied by recent FMLA paperwork from his doctor. Mr. Mitchell moved to grant Officer Mitchell's request for up to thirty more RSLB days. Mr. Martin seconded the motion and it carried.

The current pay scales were created by AUM and approved by the Board last fall. In April, the Radio Dispatcher and Dispatcher Supervisor job classifications titles were replaced by Communications Officer and Records Supervisor. At the Sheriff's request, six former Dispatchers were reclassified as Communications Officers, three were hired as Corrections Officers, and one was hired into an Admin. I position. The secretary informed the Board members that Payroll and Personnel must have the job titles on the pay scales match the job titles which are on the Payroll Change Notices. After discussion, Chairman Donaldson stated that the pay scales should now show the new job titles and the header should indicate the scales were revised on July 2, 2015.

Sheriff Samaniego addressed the members concerning the low number of applicants signed up for the C. O. Sergeant testing process later in July. In order to give more employees the opportunity for promotion, he proposed extending the deadline to apply until Friday, July 10, and the Board agreed.

The annual Post Office Box rental fee was discussed. Mr. Martin moved to go ahead and approve the \$114.00 bill for payment. Mr. Mitchell seconded the motion and it passed. As

usual, the secretary will ask Commission Accounting for a check in that amount and will bring back a receipt from the Post Office.

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

Lyle D. Mitchell