

Shelby County Law Enforcement Personnel Board
Regular Meeting
March 21, 2016, 6:30 p.m.

Chairman Donaldson called the meeting to order at the Sheriff's Office Training Center and asked Mr. Mitchell to give the invocation.

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

Added to the agenda was the secretary's contribution to her retirement account.

Mr. Martin moved to approve the minutes of the February 16 regular meeting as written. Mr. Mitchell seconded the motion and it carried.

OLD BUSINESS

The LEPB's last budget information from Commission Accounting was redistributed and discussed. It was noted that a copy of AUM's Memorandum of Agreement recently signed by Chairman Donaldson has not yet been returned with Chancellor Veres' signature.

NEW BUSINESS

Mr. Mitchell moved that the secretary's time sheets and mileage for the month be approved as submitted. Mr. Brasher seconded the motion and it passed.

The Board then considered educational incentives for two new employees. Corrections Officer Matthew L. Mosley's transcript from American Military University did not show a graduation date, but a letter from the Registrar's office indicates that he has completed all coursework for his bachelor of science in criminal justice, to be conferred in the coming months. Clerk Kristen M. Cabaniss holds a bachelor of science in criminal justice from the University of Alabama at Birmingham. Mr. Mitchell moved to approve the five-percent incentive for Officer Mosley, and the ten-percent incentive for Mrs. Cabaniss. Mr. Brasher seconded the motion and it carried. Officer Mosley has been informed that a new transcript showing his graduation date will be needed before the Board members could consider granting him ten percent.

Mrs. Womac had presented a letter concerning the 2015 contribution to her IRA retirement account with a copy of the check attached. Mr. Mitchell moved to approve reimbursement for up to five percent of her salary, as per the 2007 agreement with the LEPB. Mr. Martin seconded the motion and it passed. A letter requesting reimbursement, a copy of the check, and her W-2 form will be turned in to Shelby County Finance Manager Butch Burbage.

As FYI, the Sheriff had signed seven employees' step raises due in April. Also, the Deputy who was recently granted Reserve Sick Leave Bank time had submitted a doctor's release to return to work with no restrictions.

A special meeting was called for 5:00 p.m. Monday, April 25 to discuss the budget and AUM projects. Chairman Donaldson asked that the secretary contact Mr. Lewis first, and arrange for the small conference room at the County Services Building in Pelham if available.

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

Minutes approved by:

Randall W. Donaldson, Board Chairman

Bill M. Martin, Board Secretary

Teddy R. Brasher

Lyle D. Mitchell