

Shelby County Law Enforcement Personnel Board
Regular Meeting
October 17, 2016, 6:00 p.m.

Chairman Donaldson called the meeting to order at the Butch Ellis Community Services Building, asking Mr. Mitchell to give the invocation.

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

Mr. Martin moved to approve the minutes of the September 19 regular meeting and the September 26 and October 3 special meetings as written. Mr. Lewis seconded the motion. After discussion, Mr. Martin amended the motion to include rewording of a sentence in the October 3 minutes. The amended and seconded motion carried.

OLD BUSINESS

The Board members reviewed the September budget information from Commission Accounting. Chairman Donaldson will contact Finance Manager Butch Burbage about carrying over the balance to be used in the coming fiscal year.

NEW BUSINESS

The Board discussed who should sign Secretary Bill Martin's expense reports when the Chairman was not present. Mr. Donaldson decided the secretary could scan and email the document to him, and he would sign and return it for processing.

A classified employee had contacted Chief George about a previously-discussed adjustment to the proposed LEPB Rule changes. The Chief now presented an edit to Section 7.05(a) Types of Examinations, Promotional which would increase options to the proposed service and educational requirements to test for Corrections Officer Sergeant: that employees must have four years' experience as a sworn law enforcement officer or corrections officer, three of which are with the Shelby County Sheriff's Office, and hold an associate degree or junior class status from an accredited college or university, or have seven years' experience, four of which are with the Sheriff's Office.

This adjustment will be emailed to the Board members, Sheriff, and Chief; the Sheriff's Office employees will receive it prior to the next LEPB meeting, before a legal check and reformatting of the Rules are completed. Mr. Lewis moved to go forward with this change. Mr. Martin seconded the motion and it passed.

Mr. Mitchell moved that the secretary's time sheets and mileage for the month be approved as submitted. Mr. Lewis seconded the motion and it carried. Mr. Donaldson told the secretary the members did not want to hold her up on receiving her step raise and

previously-approved COLA, so she should submit the paperwork and her evaluation would be done soon.

Invoice #8 on the current contract for promotional testing had been received from AUM SummaSource in the amount of \$5,321.27; no cost reimbursables were accrued. Mr. Lewis moved to approve the bill for payment. Mr. Martin seconded and the motion passed.

A special meeting was called for Monday, November 14 to further discuss pending business, contingent upon the availability of a conference room. The regular monthly meeting on Tuesday, November 15 will begin at 6:00 p.m.; on the agenda will be further discussion on the proposed Rule changes after sufficient time for input from all interested parties. With no further business, the meeting was adjourned by motion of Mr. Lewis.

Minutes approved by:

Randall W. Donaldson, Board Chairman

Bill M. Martin, Board Secretary

Teddy R. Brasher

Lyle D. Mitchell

Christopher J. Lewis, Sr.