

**Shelby County Law Enforcement Personnel Board**  
**Regular Meeting**  
**November 28, 2016, 6:30 p.m.**

Chairman Donaldson called the meeting to order at the Sheriff's Office Training Center, asking Mr. Martin to give the invocation.

Board members and staff present were Mr. Donaldson, Mr. Lewis, Mr. Mitchell, Mr. Brasher, Mr. Martin, and secretary Lucy Womac. Guests present were Chief Deputy Chris George and Corrections Officer Joseph Green.

Mr. Martin moved to approve the minutes of the October 17 regular meeting as written. Mr. Mitchell seconded the motion and it carried.

**OLD BUSINESS**

The Board members were given the October budget information from Commission Accounting. It was noted that the excess from the previous fiscal year had not been carried over. The secretary was asked to request that the surplus be added to the budget printouts.

**NEW BUSINESS**

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

An employee had earlier contacted Chief George about a previously-discussed adjustment to the proposed LEPB Rule changes. The Chief's correction to Section 7.05(a) Types of Examinations, Promotional would increase options to the proposed service and educational requirements to test for C. O. Sergeant. Mr. Lewis now moved to change the memo's date and send it out to the employees. Mr. Mitchell seconded; motion carried.

Results of the November 5 written examinations for Deputy and Corrections Officer were presented. Mr. Lewis moved to approve the new lists of eligibles and give copies to the Chief. Mr. Mitchell seconded and the motion passed.

The Board was given copies of transcripts for two new employees. C. O. Jessica Kelly Stephens graduated from Judson College in June with a bachelor of science in criminal justice. Deputy Robin Blake Turner, Jr. holds a master of science in criminal justice from Troy University. Mr. Lewis moved to grant them educational incentives of ten percent and fifteen percent respectively. Mr. Mitchell seconded the motion and it carried.

An employee had requested to use time from the Reserve Sick Leave Bank. The Board went into executive session from 6:55 to 6:58 p.m., and the request was granted.

The Board considered IPMA's invoice for the November 5 Deputy and Corrections Officer written exams for \$841.82, and Cherlyn Thomley's bill for \$351.87 for administering those exams. Invoice #9 on the current contract for promotional testing had been received from AUM SummaSource in the amount of \$5,321.27 with no cost reimbursables accrued for the month. Mr. Mitchell moved to approve all the bills for payment. Mr. Lewis seconded the motion and it carried.

As FYI, the Sheriff had signed eight step raises due in November and December, plus a recent suspension. The Board went back into executive session from 7:08 to 7:16 p.m. Also presented was Deputy Steven Tucker's request to return to work after deployment. The Chairman asked the secretary to request a copy of his DD214 discharge document.

A special meeting was called for 4 p.m. Thursday, November 8 for the secretary's evaluation, contingent upon the availability of a conference room. The Board will meet later to review the secretary's evaluation with her. It was decided that the regular monthly meeting on Tuesday, December 20 at the Training Center will begin at 6:00 p.m. With no further business, the meeting was adjourned by motion of Mr. Lewis.

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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Lyle D. Mitchell

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Christopher J. Lewis, Sr.