

**Shelby County Law Enforcement Personnel Board**  
**Regular Meeting**  
**October 24, 2017, 6:30 p.m.**

Secretary Bill Martin called the meeting to order at the Sheriff's Office Training Center, asking Mr. Brasher to give the invocation.

Board members and staff present were Mr. Lewis, Mr. Martin, Mr. Brasher, Mr. Mitchell, and secretary Lucy Womac. Guests present were Chief Deputy Chris George, Sgt. Tim Billingsley, Deputy Ryan Gibson, and Administrative Assistant Bridget Kennedy.

Mr. Mitchell moved to approve the agenda. Mr. Lewis seconded the motion and it carried. Mr. Lewis moved to approve the minutes of the September 18 regular meeting. Mr. Mitchell seconded the motion and it passed.

**OLD BUSINESS**

Budgets had not yet been distributed by Commission Accounting, pending year-end preparations. Those in attendance were asked for comments on the LEPB Rules rewrite. Chief George said he thought it was great. There was no further discussion on the Rules.

**NEW BUSINESS**

At the September 18 meeting, Sgt. Tim Billingsley had requested an educational incentive of fifteen percent for completing a master of arts Human Services Counseling: Life Coach from Liberty University. The Board requested that he attend this meeting to answer questions. He explained that the degree emphasizes professional leadership development. The Critical Incident Stress Management program started the ball rolling. If a program is developed to help Sheriff's Office employees work through problems, Sgt. Billingsley wants to be a part of it. He will receive certification soon to be a qualified life coach, not a certified counselor, and hopefully in the future more individuals spread out through the agency would have the same peer-support training. Mr. Mitchell said that a lot of churches have those ministries. Chief George opined that Sgt. Billingsley had had the forethought to pursue this degree. Mr. Lewis said like in the military, it gives you someone to talk to, to be able to make that buffer so you could recommend they needed to get with a counselor or whatever is needed, maybe just to unload. Sgt. Billingsley said an agency in New York had prevented several suicides with this program. Mr. Lewis moved to approve the fifteen-percent incentive for Sgt. Billingsley; Mr. Mitchell seconded. Mr. Martin said as time goes on, he would like to see feedback on whether this is a viable program. The motion passed. The secretary asked for the incentive's effective date; Mr. Mitchell said today.

The Board then considered official transcripts of five other employees. New Deputy Collin Akers has an associate of science in engineering from Beville State Community College and had requested a five-percent educational incentive. New Deputy Josh

Donahoo holds a bachelor of science in business administration from Auburn University and requested the ten-percent incentive. Deputy Ryan Gibson has completed coursework for a master of justice administration degree at Faulkner University and requested the fifteen-percent incentive. Administrative Assistant Bridget Kennedy has finished coursework for a bachelor of criminal justice degree at Faulkner and requested the ten-percent incentive. Corrections Officer Joseph Szafranski recently earned a master of science/administration of justice and security from the University of Phoenix and was requesting the fifteen-percent incentive. Faulkner's Office of the Registrar had forwarded letters stating that Deputy Gibson and Mrs. Kennedy had completed all their respective program requirements and their degrees would be conferred on December 15. During discussion, Mr. Mitchell read from LEPB Rules Section 6.03: "All Educational Incentives, once verified by the granting institution, are subject to approval by the Board on an individual basis. Transcripts must reflect graduation before the classified employee is granted this incentive." Mr. Lewis then moved to approve the respective incentives for Deputies Akers and Donahoo and Officer Szafranski. Mr. Mitchell seconded the motion and it passed. The Board members asked Deputy Gibson and Mrs. Kennedy to have new transcripts sent when their date of graduation will be added after December 15.

For the February 3 Deputy and C. O. exams, the Board opted to take paper applications.

Mr. Brasher moved to approve the secretary's time sheets. Mr. Mitchell seconded the motion and it passed.

Bills and invoices were then considered. NeoGov had submitted an annual invoice in the amount of \$4,916.10. Screen Vision Media's bill was for \$1,976.00 to run recruitment ads in Patton Creek Theaters for the Sheriff's Office's jobs. Mr. Mitchell moved to approve both bills for payment. Mr. Lewis seconded the motion and it carried.

As FYI, the Sheriff had approved six employees' step raises due in November.

Mr. Mitchell asked to have a discussion on giving information at the next meeting. With no further business, the meeting was adjourned by motion of Mr. Lewis.

Minutes approved by:

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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.