

**Shelby County Law Enforcement Personnel Board**  
**Special Meeting**  
**January 22, 2018, 4:00 p.m.**

The main purpose of the special meeting was to discuss the paper and online employment applications and processes.

Chairman Donaldson called the meeting to order in the County Services Building in Pelham and asked Mr. Brasher to give the invocation. Board members and staff present were Mr. Donaldson, Mr. Brasher, Mr. Martin, Mr. Mitchell, and secretary Lucy Womac. Guests present were Chief Deputy Chris George and Mr. Brasher's nephew Ricky Jackson.

Mr. Martin moved to approve the December 13 regular meeting minutes. Mr. Mitchell seconded the motion and suggested edits. After discussion, the amended motion carried.

The Board discussed its current paper application and future online application process. Mr. Mitchell moved to update the 2007 application by using an online application in 2018. There was not a second; it was decided that the matter will be considered after input from NeoGov, and from Mr. Ellis concerning whether a thirty-day period between submitting a Reasonable Accommodation Request and testing is a legal requirement. NeoGov is to be contacted about the online application and process. IOS will be contacted concerning entry-level computer testing for C. O., Deputy, and Admin/Clerical positions.

Mr. Mitchell moved to order a card-access reader for the LEPB office door. Mr. Martin seconded the motion and it passed.

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

The regular monthly meeting was changed to January 25, 4:00 p.m. at the County Services Building in Pelham. The following regular meeting in Columbiana was moved to February 13. There being no further business, the meeting was adjourned.

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