

Shelby County Law Enforcement Personnel Board
Regular Meeting
September 9, 2019, 6:30 p.m.
Sheriff's Office Training Center

Chairman Donaldson called the meeting to order and Mr. Mitchell offered the invocation.

Board members and staff present were Mr. Donaldson, Mr. Martin, Mr. Brasher, Mr. Mitchell, Mr. Thornton, and secretary Lucy Womac. Guests present were Sheriff John Samaniego and Capt. Jay Fondren.

NEW BUSINESS

Minutes of the July 1 and August 14 special meetings, August 20 regular meeting, and July 12 and September 3 work sessions were approved.

The Board's budget report was reviewed and discussed.

The Board approved IOS's August 22 invoice for open tests, and an invoice from Pontifex Consulting Group, LLC dated August 15 for the recent compensation study and pay scale.

Results of the recent IOS Captain and Lieutenant testing processes, as well as the Deputy and C. O. exam results from August 23 and 30, were approved and given to the Sheriff.

Time sheets for administrative staff were approved as submitted.

Proposed new wording for LEPB Rule 7.02 *Entry Level Applications* concerning the frequency applicants may sit for an examination, was presented. The Board voted to send the proposed wording to the Sheriff to be announced to employees. Votes on whether to approve the proposed new wording, and to adopt the changed wording into the Rules, will be taken at upcoming meetings.

An educational incentive of five percent was approved for new C. O. Chelsea H. Cox.

The Board voted to accept their secretary's retirement letter, effective October 3, or at such time as her replacement and the test administrators have been trained.

The Board voted to concur with the Shelby County Commission's Resolution 19-08-12-04 for a 2% COLA payment for employees effective October 4, 2019, and to reduce the steps on the pay scale from fifteen to twelve. The Board also voted to accept the Sheriff's Office's proposed twelve-step pay scale for the Criminal Analyst position.

The secretary was instructed to contact Business Interiors, LLC, to invite a representative to the LEPB office for a consultation on purchasing a table and chairs for the space.

Chairman Donaldson advised that Ms. Nan Self may want to help administer the open exams. He volunteered to call Mr. Steve Grissett about also assisting with testing.

A special meeting was called for 3 p.m. Thursday, September 26 at the County Services Building in Pelham, for the main purpose of holding a public hearing and vote on the proposed changes to LEPB Rule 7.02. Results of the September 13, 20, and 25 Deputy and Corrections Officer exam scores will be presented for approval.

The secretary was instructed to again contact Facilities and request that a card reader be installed at the LEPB office door.

The Board voted to go into executive session. The purpose of this executive session was for (1) The Board to review and discuss the good name and character of LEPB employees and their related performance; and/or (2) to Discuss pending legal actions which either are or could be associated with the LEPB; and/or (3) any discussions that are associated with the good name and character of persons who may be affiliated with or affected by any action of the Shelby County Law Enforcement Personnel (LEPB).

The Board was to reconvene in open meeting in approximately forty-five minutes.

Time recessed: 7:55 p.m.

Time reconvened: 8:40 p.m.

With no further business, the meeting was adjourned.

Minutes approved by:

Chairman or Secretary of the Board