

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
October 3, 2023, at 4:00 PM
Sheriff's Office Training Center—Large Classroom
543 McDow Road Columbiana, AL 35051

I. CALL TO ORDER

Board Chairman, Mr. Jake Guercio called the meeting to order at 4:13 p.m.

II. INVOCATION

Mr. Alan Miller gave the invocation.

III. ROLL CALL

Present:

Mr. Jake Guercio, Board Chairman
Mr. Rick Ogden
Mr. Alan Miller
Danielle Warren, LEPB Office Administrator

Others Present:

Sheriff John Samaniego
Captain Mark Bishop
Lieutenant Nathan Kendrick
Deputy Josh Donahoo
Deputy Clayton Smith
Ms. Leigh Ann Bates

IV. ADOPTION OF AGENDA

Mr. Alan Miller made a motion to approve the agenda as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

V. CORRESPONDENCE AND MESSAGES

Notices from the Sheriff's Office were reviewed, no action required.

VI. READING/APPROVAL OF SEPTEMBER 19, 2023, REGULAR MEETING MINUTES

Mr. Alan Miller made a motion to approve the September 19, 2023, Regular Meeting Minutes as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

VII. OLD BUSINESS

1) Update on RSLB Balance following 1-Day Donations

a) Ms. Warren gave a brief update on the Reserve Sick Leave Bank.

Following the 1-day donations, the total days remaining increased to 281; however, there is a request for days from the bank under New Business. It was discussed in a previous meeting to allow any employee, not just RSLB Participants the opportunity to donate days to the RSLB and an application for those employees has been created and is listed under New Business for discussion. If the application is approved, then the application and a notice would be disseminated to SCSO employees.

2) Continued Discussion regarding 1,200 Sick Day Maximum

a) There had been questions as to why the sick day accrual maximum is set at 1,200 hours as well as what happens to any time in excess of the 1,200 hours. A member of the legislative delegation provided an update regarding the state of Alabama sick leave accrual policy. Basically, the LEPB policy mirrors the state of Alabama policy for the 1,200 accrued hours, with the exception of allowing SCSO employees to deposit excess days or hours into an “escrow account” like that of state of Alabama employees. Eligible state of Alabama employees may use those “escrowed days” for catastrophic illness or injury. The days must be requested through the Appointing Authority and would be reviewed on a case-by-case basis. The question the LEPB has is how would those “escrowed days” be accounted for. There is a question whether the current system used to track sick leave accumulation is able to track “escrowed sick leave days.” A rule change will be required to allow for the escrow of excess hours over the maximum 1,200 hours. Sheriff Samaniego stated the LEPB should pose the rule change consideration to Mr. Phil Burns for further advice. Sheriff Samaniego continued by stating the current reserve sick leave policy was expanded in 2010 or 2011 to cover illnesses or injuries covered by FMLA. Previously, the reserve sick leave policy covered a very narrow window of eligible illnesses or injuries. Mr. Rick Ogden noted that the policy would only change in regards to allowing hours in excess of the 1,200 maximum to be moved into an “escrow account.” All other portions of the rule would remain the same.

VIII. NEW BUSINESS

- 1) Review/Ratification of September 29, 2023, Deputy Sheriff and Jail Deputy Test Scores
 - a. Mr. Alan Miller made a motion to ratify the test scores as presented and recommended the qualified candidates be added to the eligibility list. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.
- 2) 2023 Sworn Promotional Scores
 - a. Mr. Alan Miller made a motion to approve the sworn deputy sergeant, lieutenant, and captain promotional process scores as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously. A copy of the promotional process test scores were provided to Sheriff John Samaniego.
- 3) Review/Discussion of Fleet Manager & Fleet Specialist Job Descriptions
 - a. Sheriff Samaniego stated the department has 220 vehicles and one (1) fleet manager. Vehicles are needing increased attention and new technology will be implemented soon and the up-fitted vehicles will need continued maintenance. He stated he expects the agency to grow within the next ten (10) years and believes bringing on a fleet specialist would be beneficial. There is a current open clerical position, but would prefer to take that FTE position and turn into the Fleet Specialist position, and stated that doing so has not been a problem in the past with other FTE positions. The Fleet Manager role was adjusted to account for the management requirement of the position. The proposed fleet specialist position is not a management role. Mr. Rick Ogden made a motion to approve the Fleet Specialist position as presented. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 4) Review/Discussion of RSLB One-Time Donation Application
 - a. Mr. Alan Miller made a motion to approve the one-time donation application as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.
- 5) RSLB Request from Lan Johnson
 - a. Mr. Rick Ogden made a motion to approve Lan Johnson's request to use 30 days from the Reserve Sick Leave Bank after exhausting their accumulated leave time. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

RECESS/ADJOURN


There being no further business, Mr. Alan Miller made a motion to adjourn the meeting. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

Board Chairman, Mr. Jake Guercio adjourned the meeting at 4:45 p.m.

X 

Board Chairman, Mr. Jake Guercio

Date: 10 / 17 /2023

X 

Date: 10 / 17 /2023

The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, October 17, 2023, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL, 35051.