

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
April 1, 2025, 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 4:03 p.m.

II. INVOCATION

Mr. Bill Keller gave the invocation.

III. ROLL CALL

Present:

Mr. Jake Guercio, Board Chairman
Mr. James Sellers, Board Secretary
Mr. Rick Ogden
Mr. Bill Keller
Danielle Warren, LEPB Secretary

Absent:

Mr. Alan Miller

Others Present:

Sheriff John Samaniego
Major Jay Fondren
Lieutenant Debbie Sumrall
Sergeant Tommy Maddox
Ms. Leigh Ann Bates
Mr. Phil Burns, Shelby County Chief Operating Officer
Mr. Brian Kilgore, Attorney—Wallace/Ellis

IV. ADOPTION OF AGENDA

Mr. James Sellers made a motion to approve the agenda as presented. The motion was seconded by Mr. Bill Keller. The motion passed unanimously.

V. DISCUSSION ON PROPOSED RESOLUTION 2025-03-18 REGARDING LANGUAGE IN CANDIDATE NOTICES (2nd Reading)

Board Chairman, Mr. Jake Guercio noted this was the second (2nd) reading of the proposed amendment. Mr. Guercio opened the floor for discussion. Ms. Warren stated that she's had candidates with APOST Corrections certification argue they should be exempt from examination because the language states "current or former law enforcement officer" and they contend they are law enforcement officers. Ms. Warren further stated that she explained to those candidates that certification must have come from a law enforcement academy and not Corrections academy. Mr. James Sellers suggested adding "with arrest powers". Sheriff John Samaniego responded that APOST Corrections officers do have limited arrest powers. Mr. Bill Keller asked what the concern is with the language. Sheriff Samaniego explained that APOST Corrections employees are limited in their arrest powers whereas APOST Law Enforcement officers are not limited. He further explained the extensive requirements involved for an APOST Corrections officer to qualify for the 3-week lateral refresher academy in addition to the LEPB approving the candidate. Major Jay Fondren asked Ms. Warren whether the language in contention is the "law enforcement certification" as well. Ms. Warren responded affirmatively. Mr. Guercio asked Ms. Warren whether it was a question of the language or an issue. Ms. Warren responded that from an applicant's standpoint, the language is the issue. She noted past contentions have been that Alabama DOC candidates state they are sworn law enforcement officers. Following further, brief discussion, the LEPB determined to leave the language as is and instructed Ms. Warren to include Major Fondren and Sheriff Samaniego in responses to APOST Corrections candidates applying for Deputy Sheriff positions and to include exemption status would apply if they were applying for the Jail Deputy position in that response. Mr. James Sellers made a motion to approve the proposed resolution as presented and to add the language to candidate notices. The motion was seconded by Mr. Bill Keller. The motion passed unanimously.

VI. CORRESPONDENCE & MESSAGES

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

VII. READING/APPROVAL OF MARCH 18, 2025, REGULAR MEETING MINUTES

Mr. James Sellers made a motion to approve the March 18, 2025, Regular Meeting Minutes as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

VIII. OLD BUSINESS

- 1) Update regarding recruitment efforts from Lt. Debbie Sumrall
 - a) Lieutenant Debbie Sumrall discussed having access to more information from CBS due to having dashboard access, which provides updates on the digital campaign. She noted YouTube videos are performing very well with a 70% completion rate along with 15,000 impressions. She further added that Facebook is far outperforming Instagram. She stated she would discuss this with Ms. Troxell and other associates because the target demographic is on Instagram and not Facebook. She is also receiving advertising spot times, currently she's received 18 during March Madness. Lt. Sumrall noted that, in speaking with Ms. Warren, there has not been an increase in applications yet; however, it took a couple of months to see an increase during the 2024 fall advertising campaign. Lt. Sumrall provided information from the ABC 33/40/Sinclair Broadcasting digital campaign. ABC 33/40 had a higher YouTube video completion rate of 98%. She stated she has been discussing different advertising packages with ABC 33/40 and CBS. She noted that when she has more information, she will present it to the Board. Mr. Guercio has seen soccer games on CBS and asked whether advertising could be done during those games. Lt. Sumrall stated she would ask Ms. Troxell about it.
- 2) Discussion regarding clarifying language in educational incentive
 - a) Ms. Warren read Mr. Alan Miller's recommended language, "Educational incentives are paid in arrears and are pro-rated based on any pay status employment actions." Mr. James Sellers recommended language, "date of separation from the Sheriff's Office" to cover termination, resignation, retirement, and transfers to other county offices. Mr. Jake Guercio opened the floor for discussion. Mr. Phil Burns spoke and stated this arose out of question from former employees on the manner in which the education incentive was paid and stated having the words "arrears" and "pro-rated" are the operative words needed to provide clear understanding on how the education incentive is paid. He noted they are not trying to change the policy but add clarity. Then followed discussion how new employees are affected by receiving a full education incentive payout without having been employed but for only a partial amount of the year. Discussion followed aligning eligibility to that of the Longevity Pay. Following brief discussion on the exact wording and qualifying dates, Ms. Warren read back "*Educational incentives are paid in arrears and are pro-rated based on any pay status employment actions. New employees must have been employed on September 30th of the prior year to qualify.*"

- b) Mr. Bill Keller made a motion to accept the amended rule with the additional and clarifying language. The motion was seconded by Mr. James Sellers. The motion passed unanimously.
- c) The proposed amendment will be read a 2nd time at the next LEPB meeting on April 15, 2025.

IX. NEW BUSINESS

- 1) Review/Ratification of March 28, 2025, Deputy Sheriff and Jail Deputy Test Scores
 - a) Mr. James Sellers 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) Discussion regarding application data
 - a) Ms. Warren presented data regarding applications received from 01/01/2023 to 03/21/2025. She also presented data showing the number of applicants versus the number of those who formally scheduled a test. Data also included the number of applicants versus those eligible. She noted that there is not a 1-to-1 correlation between those who apply and those who become eligible due to a candidate may apply in one month but not become eligible until one or more months later. The information she presented was for the Deputy Sheriff and Jail Deputy positions. She pointed out dates when new policies for exemption status became effective and also of advertising campaigns. She noted the fall 2024 campaign did not show an increase in applications until 2 months after the campaign began. She once again noted that there was not a 1-to-1 correlation between the number of applicants and the number of eligibles and more time would need to pass to see if the current advertising campaign will be effective.

X. FINANCIALS

- 1) February and March 2025 Budget Reports were reviewed, no action required.

XI. OTHER BUSINESS


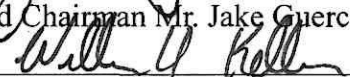
- a) Ms. Warren noted that the 2025 Promotional Process application period would open on Wednesday, April 2, 2025, and testing will take place the second week of September.
- b) Lt. Sumrall anticipated having more information to discuss a potential summer maintenance advertising campaign with CBS/WIAT 42.

RECESS/ADJOURN

There being no further business, Mr. James Sellers made a motion to adjourn the meeting. The motion was seconded by Mr. Bill Keller. The motion passed unanimously.

Board Chairman, Mr. Jake Guercio, adjourned the meeting at 4:55 p.m.

Meeting minutes submitted by LEPB Administrative Assistant, Danielle Warren, on 04/15/2024.

X 
Board Chairman Mr. Jake Guercio
X 

Date: 4 / 15 / 2025

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The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, April 15, 2025, at 4:00 p.m. at the Sheriff's Office Training Center, at 543 McDow Road, Columbiana, AL, 35051.