

# **NOTICE**

The Shelby County Law Enforcement Personnel Board will hold a public hearing on

**Tuesday, June 2, 2026**  
at  
**4:00 p.m.**  
at the  
**Sheriff's Office Training Center**  
**543 McDow Road Columbiana, AL 35051**

It is proposed to Amend Section 7.12 Classified Appointment

Proposed May 19, 2026

## **CURRENT:**

Section 7.12 Classified Appointment

Except as otherwise provided in the Rules, vacancies and newly created positions in the classified service shall be filled by transfer, promotion, classified appointment, classified reappointment or demotion, as necessary.

When a vacancy exists, the appointing authority shall submit to the Board a request for a certified list of eligibles for the position. The Board shall then compile the certified list as provided by the Rules, and submit the list to the appointing authority. The appointing authority shall then evaluate the eligibles and make a classified appointment from the certified list, or request a supplemental certification if necessary. If no classified appointment has been made in 90 days after the last certification list was submitted, the appointing authority shall notify the Board in writing, stating the reason no classified appointment has been made, and the status of the screening process.

## **TO:**

Section 7.12 Classified Appointment

***The Appointing Authority shall establish minimum eligibility criteria for the Senior Deputy Sheriff and Senior Jail Deputy classifications, Once established, the Appointing Authority will publish an application and approval process within the agency's written directives. The Appointing Authority retains the final determination of eligibility and must provide written notification of all classification changes to the Board. Eligibility for appointment to Senior Deputy Sheriff is limited to full-time Deputy Sheriffs and Deputy Pilots, while eligibility for Senior Jail Deputy is limited to full-time Jail Deputies.***