

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Meeting Minutes
Regular Meeting
June 14, 2022 at 4:00 PM
Sheriff's Office Training Center
543 McDow Road
Columbiana, AL 35051

I. CALL TO ORDER

Board Chairman, Mr. Randall Donaldson, called the meeting to order at 4:07 p.m.

II. INVOCATION

Mr. Alan Miller gave the invocation.

III. ROLL CALL

Present:

Board Chairman, Mr. Randall Donaldson

Board Secretary, Mr. Lyle Mitchell

Mr. Jake Guercio

Mr. Alan Miller

Mr. Bill Keller

Danielle Warren, LEPB Office Administrator

Others Present:

Major Jay Fondren

Major Clay Hammac

Sheriff John Samaniego

Mr. Josh Arnold of Ellis, Owens, Head, Justice & Arnold

IV. ADOPTION OF AGENDA

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

V. READING/APPROVAL OF MAY 31, 2022 MEETING MINUTES

Mr. Jake Guercio made a motion to accept the meeting minutes as presented. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

VI. CORRESPONDENCE AND MESSAGES

Notices from the Sheriff's Office including moves to new positions/classifications, disqualification(s) termination(s), and merit step raises were reviewed, no action required.

VII. OLD BUSINESS

- 1) Update on status of Pontifex Contract for salary study
 - a) Major Jay Fondren and Major Hammac informed the Board that they held a conference call with Pontifex and discussed that current market conditions could possibly affect the results of the salary study.
- 2) Update on status of a Transportability Study from IOS (Industrial/Organizational Solutions, Inc.)
 - a) LEPB Office Administrator, Danielle Warren updated the Board on the Statement of Work submitted by Industrial/Organizational Solutions, Inc., to conduct a more thorough transport/validity study to ensure the feasibility of administering the National Criminal Justice Officer Selection Inventory Form 2, currently only offered to Deputy Sheriff Candidates, for Jail Deputy Candidates. The Statement of Work included the cost of conducting the study (\$920.00) as well as the cost of fifty (50) deputy sheriff exams estimated to be used for remote testing candidates through PearsonVue testing centers (\$1,250.00). Mr. Bill Keller made a motion to approve the statement of work as presented, not to exceed \$2,170.00 as stated on the statement of work. The motion was seconded by Mr. Alan Miller. The motion passed.

VIII. NEW BUSINESS

- 1) Review/Approval of June 10, 2022, Deputy Sheriff & Jail Deputy Test Results.
 - a) Board Secretary, Mr. Lyle Mitchell made a motion to accept the test scores as presented. The motion was seconded by Mr. Alan Miller. The motion passed unanimously. A copy of the test scores were provided to Major Jay Fondren.
- 2) Deputy Shana Hudmon requested a 10% educational incentive for earning a Bachelor of Science Degree in Criminal Justice from Central State University. Central State University is accredited by the Higher Learning Commission, recognized by the U.S. Department of Education.
 - a) Board Secretary, Mr. Lyle Mitchell, made a motion to approve Deputy Shana Hudmon's request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 3) Discussion on Hiring Part-Time Employees.

- a) Sheriff John Samaniego presented a question to the Board regarding the use of part-time employees for use as School Resource Officers and whether or not the provisions of the current LEPB Rules apply to persons hired as part-time deputy sheriffs. Based upon Board Secretary, Mr. Lyle Mitchell's research, the provisions of the current LEPB Rules do not apply to part-time employees of the Sheriff's Office via Section 7.14 of Article VII of the LEPB Rules and Regulations. The decision of the Board concurring with this statement is included in a Memorandum of Understanding that will be maintained within the minutes.

IX. FINANCIALS

- 1) NeoGov Invoice #24795 for \$6,560.48 (Insight subscription).
 - a) The Board discussed possible conflicts using the Indeed application system and the NeoGov application system. Board Chairman, Mr. Randall Donaldson, asked Major Jay Fondren to look into possible solutions so as to avoid conflicts with recruiting efforts.
 - b) Mr. Jake Guercio made a motion to approve payment. The motion was seconded by Board Secretary, Mr. Lyle Mitchell. The motion passed unanimously.
- 2) May and June budget reports were reviewed with no action taken.

X. BOARD SECRETARY REPORT

None.

XI. EXECUTIVE SESSION

Board Secretary, Mr. Lyle Mitchell, made a motion to enter into Executive Session. The motion was seconded by Mr. Bill Keller. The motion passed unanimously.

The purpose of this executive session is for (1) The Board to review and discuss the good name and character of LEPB employees and their related performance and (2) Discuss pending legal actions which either are or could be associated with the LEPB and (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 Board (LEPB).

The Board will reconvene in open meeting in approximately 50 minutes.

(Time recessed 5:12 p.m. Time reconvened 6:02 p.m.)

XII. OTHER BUSINESS


No other business.

RECESS/ADJOURN

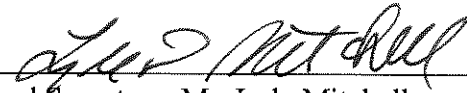
There being no further business, Mr. Jake Guercio made a motion to adjourn the meeting.

Board Chairman, Mr. Randall Donaldson, adjourned the meeting at 6:02 p.m.

Minutes submitted by Danielle Warren, LEPB Office Administrator, on 07/06/2022.

X 
Board Chairman, Mr. Randall Donaldson

Date: 8-16-2022

X 
Board Secretary, Mr. Lyle Mitchell

Date: 8-16-2022

The next meeting of the Shelby County LEPB is a regular meeting planned for July 6, 2022, at 4:00 p.m., at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL.