

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
August 16, 2022, at 5:00 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 5:25 PM

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

Danielle Warren, LEPB Office Administrator

Others Present:

Sheriff John Samaniego

Major Jay Fondren

Major Clay Hammac

Other Members and Staff of the Shelby County Sheriff's Office

Mr. William Gray, Attorney for former Deputy Miranda Pilato

Miranda Pilato

Mr. Brett Adair, Attorney for Sheriff's Office

Mr. Josh Arnold, Attorney for the LEPB

Members of the public (list of attendees attached to the minutes)

Absent:

Mr. Bill Keller

IV. ADOPTION OF AGENDA

Mr. Alan Miller made a motion to approve the agenda as presented. The motion was seconded by Board Secretary, Mr. Lyle Mitchell. The motion passed unanimously.

V. READING/APPROVAL OF AUGUST 4, 2022, REGULAR MEETING MINUTES

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

VI. CORRESPONDENCE AND MESSAGES

Correspondence from the Sheriff's Office including end of employment and merit step raises, were reviewed, no action required.

VII. OLD BUSINESS

- 1) Review DRAFT of Pilato Hearing Minutes
 - a) No concerns from the Board. Mr. Lyle Mitchell motioned to approve the minutes. Mr. Brett Adair referenced p. 36 & 37, spelling corrections. The motion was seconded by Mr. Jake Guercio to approve the minutes with the spelling corrections and notes to add the exhibits to the historical record. The motion passed unanimously.
- 2) Update on IOS Transportability Study from IOS
 - a) Validation results suggested that one test was adequate for both the Deputy Sheriff and Jail Deputy positions.
 - b) Mr. Lyle Mitchell made a motion to adopt one test, the NCJOSI², v. 3 Form 1 for both candidate tests. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 3) Update on Pearson Vue Testing
 - a) Danielle Warren informed the Board that the Pearson Vue candidate testing was ready to accept candidates. She presented registration instruction email templates that would be sent to candidates choosing the Pearson Vue testing option. Mr. Jake Guercio made a motion to move forward with notifying candidates of the Pearson Vue testing option. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 4) Update on candidate emails
 - a) Major Fondren discussed candidate invitation to test emails. The information contained in the emails are for CALEA purposes as well as to inform candidates of testing requirements and expectations. Additionally, the email should be the initial contact email for candidates. It's a fluid document that can easily be changed. The Board agreed to move forward with use of the email and a motion was not necessary.
- 5) Update on status of Jail Deputy Promotional Process.
 - a) The written test for the Jail Deputy Sergeant candidates will be administered by Danielle Warren on September 12, 2022, at 2:30 p.m. at the Sheriff's

Office Training Center, Large classroom. The Assessment center testing will be administered at different times between September 12, 2022, and September 16, 2022. The assessment center exercises will take place at the small groups building at Westwood Baptist Church in Alabaster, AL. The Sheriff's Office has agreed to handle hotel, food, and per diem.

VIII. NEW BUSINESS

- 1) Review/Approval of August 12, 2022, Deputy Sheriff, and Jail Deputy Test Scores
 - a) Mr. Alan Miller made a motion to approve the test scores as presented. The motion was seconded by Mr. Lyle Mitchell. The motion passed unanimously. A copy of the test scores were given to Major Clay Hammac.
- 2) Deputy Klinton Rhodes requests a 10% educational incentive for earning a Bachelor of Science degree in Criminal Justice from Troy University.
 - a) Mr. Lyle Mitchell made a motion to approve Deputy Klinton Rhodes' request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 3) Deputy Kevin Hand requests a 10% educational incentive for earning a Bachelor of Science degree in Criminal Justice from Central State University.
 - a) Mr. Jake Guercio made a motion to approve Deputy Kevin Hand's request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 4) Deputy Nicholas Lemoine requests a 5% educational incentive for earning junior status towards a Bachelor of Science degree in Homeland Security from Embry-Riddle Aeronautical University.
 - a) Mr. Lyle Mitchell made a motion to approve Deputy Nicholas Lemoine's request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 5) Deputy Aaron Christensen requests a 10% educational incentive for earning a Bachelor of Science degree in Emergency Management from George Washington University.
 - a) Mr. Jake Guercio made a motion to approve Deputy Aaron Christensen's request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 6) 2022 LEPB Pay Scale
 - a) Sheriff provided an update from the meeting with the County. The Sheriff is willing to allow two bills regarding the Chief Deputy and the Majors "sunset". The Sheriff does not agree with sunsetting any legislation relating to the Sheriff that he did not create. The Sheriff still wants to maintain the Sheriff's authority for appointing power, positions will not fall under classified. Fitness

incentive will remain unchanged. County asking for opportunity to pay one time \$3,000 annual payment, every year for those with master's degree. The Sheriff believes there is some flexibility for the LEPB to adopt the master's degree proposed payment as part of the LEPB Rules and Regulations.

- 7) Proposal to modify Section 6.03 of the LEPB Rules and Regulations adopted 2017.
 - a) The proposed Resolution needs to be written to reflect the educational incentive wording change. The item was tabled for further discussion at an upcoming meeting.

IX. FINANCIALS

- 1) Resolution 2022-08-16(1) to pay \$920.00 to Industrial/Organization Solutions, Inc. Invoice #C53784A for the 2022 Jail Deputy Synthetic/Transport Validity Study.
 - a) Mr. Alan Miller made a motion to approve payment. The motion was seconded by Mr. Jake Guercio. The motion passed unanimously.
- 2) Resolution 2022-08-16(3) to pay Invoice #C53934A from Industrial/Organizational Solutions, Inc. for \$2,025.00 for Deputy Sheriff candidate tests.
 - a) Mr. Lyle Mitchell made a motion to approve payment. The motion was seconded by Mr. Jake Guercio. The motion passed unanimously.
- 3) Review of July and August 2022 Budget Reports were reviewed, no action taken. If the Board reports a positive remaining balance, legislation stipulates the LEPB is supposed to contribute excess funds to the Sheriff's Office. When final fiscal year reports are submitted and show there is an excess, a Resolution will need to be drafted instructing the Commission to apportion the remainder to the Sheriff's Office. The LEPB would also like to put together budget plans for next year. Most budgetary expenses will go towards recruitment marketing.

X. OTHER BUSINESS

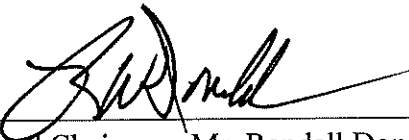
Former Deputy Miranda Pilato's rehearing will take place on September 20, 2022, at 5:00 p.m. at the Sheriff's Office Training Center, Large Classroom. The LEPB has requested a court reporter for the rehearing. The LEPB will hold a special meeting at 8:00 a.m. on Thursday, August 18th at LEPB Offices to vote on pay scales. The regular Board meeting scheduled for October 4th is to remain as scheduled and the LEPB will discuss fiscal year budget and hear a presentation from Mr. Les Rayburn from High Noon Productions regarding marketing proposals for Sheriff's Office recruitment efforts.

RECESS/ADJOURN

There being no further business, Mr. Alan Miller made a motion to adjourn the meeting.

Board Chairman, Mr. Randall Donaldson, adjourned the meeting at 7:45 p.m.

Minutes submitted by Danielle Warren, LEPB Office Administrator, on 09/20/2022.

X 

Board Chairman, Mr. Randall Donaldson

Date: 9-20-22

X 

Board Secretary, Mr. Lyle Mitchell

Date: 9-20-22

The next regular meeting of the Shelby County LEPB is scheduled for September 20, 2022, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL 35051.