

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
October 18, 2022, at 4:00 P.M.
Sheriff's Office Training Center—Large Classroom
543 McDow Road Columbiana, AL 35051

I. CALL TO ORDER

Board Secretary, Mr. Lyle Mitchell, called the meeting to order at 4:06 p.m.

II. INVOCATION

Mr. Bill Keller gave the invocation.

III. ROLL CALL

Present:

Mr. Lyle Mitchell, Board Secretary
Mr. Bill Keller
Mr. Jake Guercio
Danielle Warren, LEPB Office Administrator

Absent:

Mr. Randall Donaldson, Board Chairman
Mr. Alan Miller

Others Present:

Major Jay Fondren
Captain Mark Bishop
Sergeant Dylan Baker
Sheriff John Samaniego

IV. ADOPTION OF AGENDA

Mr. Biller Keller made a motion to adopt the agenda as presented. The motion was seconded by Mr. Jake Guercio. The motion passed unanimously.

V. CORRESPONDENCE AND MESSAGES

Notices from the Sheriff's Office including merit step raises were reviewed, no action required.

VI. OLD BUSINESS

- 1) Grandfathering provision for educational incentives
 - a. The Board discussed proposed wording for a “grandfathering” provision for educational incentives for employees hired prior to October 1, 2022, and who do not possess an associate or undergraduate degree. Mr. Bill Keller recommended existing Sheriff’s Office employees hired prior to October 1, 2022, have until the Fall semester of 2023, to enroll and begin classes at a regionally accredited post-secondary institution. Upon completion of the degree, the employee would then be eligible to receive the annual payment, either the \$1,000.00 for an associate degree or \$2,000.00 for a bachelor’s degree, under the revised Rule 6.03. The current employee would need to be continuously enrolled in at least one (1) class each semester, whether for an associate or bachelor’s degree. If the employee must withdraw for any reason, then the employee would no longer qualify for the educational incentive. If the employee withdrew from the educational program due to hardship, then the Board would reserve the right to consider the withdrawal due to hardship on a case-by-case basis. Board Secretary, Mr. Lyle Mitchell, asked Mr. Bill Keller to draft a proposal for Board consideration.
- 2) Media recruitment efforts for the Sheriff’s Office
 - a. The Sheriff stated that the media recruitment proposal recommended by Mr. Les Rayburn of High Noon Productions is financially cost prohibitive. He stated that the Sheriff’s Office is a small agency, and the proposed advertising recommendations were not in-line with the size of the agency. He recommended waiting for a period of approximately six (6) months and see how they do through other social media pushes.
- 3) Discussion of a “meet-and greet” with the LEPB and employees of the Sheriff’s Office
 - a. Board members discussed holding a type of social event to better engage with the Sheriff’s Office employees and sought feedback from Sheriff’s Office representatives in attendance their perspective and the idea was favorably received. Discussion on the matter is ongoing in nature.

VII. NEW BUSINESS

- 1) Review/Approval of October 14, 2022, Deputy Sheriff, and Jail Deputy Test Scores
 - a. Mr. Bill Keller made a motion to approve the test scores as presented. The motion was seconded by Mr. Jake Guercio. The motion passed

unanimously. A copy of the test scores were provided to Major Jay Fondren.

- 2) Review/Approval of October 14, 2022, Clerk I, Records Test Scores
 - a. Mr. Jake Guercio made a motion to approve the test scores as presented. The motion was seconded by Mr. Bill Keller. The motion passed unanimously. A copy of the test scores and score reports were provided to Major Jay Fondren.

VIII. BOARD SECRETARY REPORT

Board Secretary, Mr. Lyle Mitchell, stated that he spoke with the Board Chairman, regarding the upcoming job description update process and consultant, Ms. Katherine Webb, will attend one of the November Board meetings to go over the process and will begin the process soon after.

RECESS/ADJOURN

There being no further business, Mr. Bill Keller made a motion to adjourn the meeting. The motion was seconded by Mr. Jake Guercio.

Board Secretary, Mr. Lyle Mitchell, adjourned the meeting at 5:04 p.m.

Minutes submitted by Danielle Warren, LEPB Office Administrator, on 11/01/2022.

X Absent
Board Chairman, Mr. Randall Donaldson

Date: _____

X Lyle Mitchell
Board Secretary, Mr. Lyle Mitchell

Date: 11-1-2022

The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, November 1, 2022, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL 35051.