

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
December 20, 2022, at 4:00 PM
Sheriff's Office Training Center—Large Classroom
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. Bill Keller gave the invocation.

III. ROLL CALL

Present:

Mr. Randall Donaldson
Mr. Alan Miller
Mr. Bill Keller
Mr. James Sellers
Danielle Warren, LEPB Office Administrator

Not Present:

Mr. Jake Guercio

Others Present:

Major Jay Fondren
Ms. Leigh Ann Bates
Deputy Heather Parramore
Lieutenant Nathan Kendrick

IV. ADOPTION OF AGENDA

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

V. READING/APPROVAL OF DECEMBER 6, 2022, REGULAR MEETING MINUTES

a. Mr. Bill Keller made a motion to approve the December 6, 2022, regular meeting minutes as presented. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

VI. CORRESPONDENCE AND MESSAGES

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

VII. OLD BUSINESS

- 1) Update on status of the Sheriff's Office commercial recruitment video
 - a) Major Jay Fondren sent a draft video to the Board members. Editing continues and everyone is pleased with the work so far and are looking forward to the final product.
- 2) Brief update on the RSLB
 - a) Danielle Warren provided a brief update on the RSLB. Following the update, Board members determined that a resolution be presented at the next regular Board meeting providing quantifiable numbers, i.e, number of active participants, number of participants affected, with recommendations to resume the deduction process which will extend the timeframe of deductions that were supposed to occur during 2020 and 2021. Additionally, a letter be written to inform SCSO employees, staff, and active participants of the results of the RSLB audit and proposed steps forward in conjunction with the resolution. The Board wishes to lessen any potential burdens to participants and recommend a phased approach by suggesting the deductions be made this year as would normally have been done if not for extraneous circumstances and that one (1) day be contributed by active RSLB participants at the end of the fiscal year, Friday, September 29, 2023 with an audit to be conducted afterwards and the results disseminated to the SCSO employees, staff, and active participants. Discussion will continue with Board attorney's to see if other options are available that were recommended by SCSO employees in attendance to ensure any volunteer donations from non-participants are legally allowed and that information will be shared once available. To help keep stakeholders better informed, the Board also proposed an annual report on the RSLB at the beginning of the Open Enrollment period in October as well as individual statements to active RSLB participants at the same time. The Board asked Danielle Warren to draft a letter and resolution to be discussed at the next regular Board meeting.

VIII. NEW BUSINESS

- 1) Review/Approval of December 16, 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. James Sellers. The motion passed

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

- 2) Request from Sheriff John Samaniego to begin rehire hire, Hillary Castleberry, at Step 5 of the Deputy Sheriff pay scale.
 - a. Mr. James Sellers made a motion to approve Sheriff Samaniego's request. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 3) December 2022 Fitness Incentives were reviewed, no action necessary. A list of those who needed to make up the fitness test will be submitted after all make ups are completed.

IX. FINANCIALS

- 1) Resolution 2022-12-6 to transfer budget carry over of \$12,696.00 to the Sheriff's Office
 - a. Mr. Bill Keller made a motion to approve Resolution 2022-12-6. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 2) Resolution 2022-12-20 to pay \$2,484.88 to Net-to-Net, Inc., Invoice #10187 for technology services including service calls, software subscription renewals, and labor costs
 - a. Mr. Alan Miller made a motion to approve payment. The motion was seconded by Mr. James Sellers. The motion passed unanimously.
- 3) November and December 2022 month-to-date reports were reviewed, no action taken.

X. OTHER BUSINESS


Danielle Warren, LEPB Office Administrator, presented the 2022 RSLB Participation applications to the Board. Mr. James Sellers made a motion to approve eligible applications. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

RECESS/ADJOURN

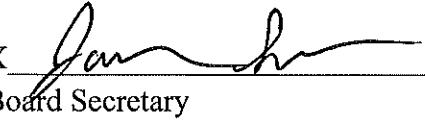
There being no further business, Mr. Bill Keller made a motion to adjourn the meeting.

Board Chairman, Mr. Randall Donaldson, adjourned the meeting at 4:50 p.m.

Meeting minutes submitted by Danielle Warren, LEPB Office Administrator, on 01/17/2023.

X  _____
Board Chairman

Date: 1 / 17 / 2023

X  _____
Board Secretary

Date: 1 / 17 / 2023

The next meeting of the Shelby County LEPB is a regular meeting scheduled for January 17, 2023, at 4:00 P.M. at the Sheriff's Office Training Center, Large classroom, at 543 McDow Road, Columbiana, AL, 35051.