

# SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006  
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board  
Regular Meeting Minutes  
July 5, 2023, at 4:00 PM  
Sheriff's Office Training Center—Large Classroom  
543 McDow Road Columbiana, AL 35051

## I. CALL TO ORDER

Board Secretary, Mr. James Sellers called the meeting to order at 4:01 p.m.

## II. INVOCATION

Mr. Alan Miller gave the invocation.

## III. ROLL CALL

Present:

Mr. James Sellers, Board Secretary  
Mr. Rick Ogden  
Mr. Bill Keller  
Mr. Alan Miller  
Danielle Warren, LEPB Office Administrator

Not Present:

Mr. Jake Guercio, Board Chairman

Others Present:

Major Jay Fondren  
Sergeant David Perry

## IV. ADOPTION OF AGENDA

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

## V. READING/APPROVAL OF JUNE 20, 2023, REGULAR MEETING MINUTES

Mr. Bill Keller made a motion to approve the June 20, 2023, Regular Meeting Minutes as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

## VI. CORRESPONDENCE AND MESSAGES

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

## **VII. OLD BUSINESS**

- 1) Discussion regarding the Open Meetings Act and an electronic meeting policy
  - a) Ms. Warren provided an update from attorney, Mr. Josh Arnold, regarding the Open Meetings Act and the Board instructed Ms. Warren to coordinate with Mr. Arnold to arrange a work session to review the Act and address any other related questions during that session.
- 2) Website update with Mr. Dale Gorham of Net-to-Net, Inc.
  - a) Mr. Gorham could not attend due to illness; however, Ms. Warren gave a brief update on the current status of the new website. The website is now live and she has begun adding events into the calendar and those can be viewed on the website. Additionally, Mr. Gorham submitted a proposal to the Board to purchase a subscription to Adobe Creative Suite to create fillable PDF documents as well as edit images, videos, and posts on the website that could be utilized in email marketing campaigns. The cost would be \$54.95 per month for the suite. Mr. Bill Keller made a motion to approve the proposal subject to the legal permissibility of utilizing electronic signatures on the Board's forms. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

## **VIII. NEW BUSINESS**

- 1) Review/Ratification of June 30, 2023, Deputy Sheriff and Jail Deputy Test Scores
  - a) Mr. Bill Keller made a motion to ratify the test scores as presented and recommended the qualified candidates be added to the eligibility list. The motion was seconded by Mr. Alan Miller. The motion was approved unanimously.
- 2) July 2023 Fitness Incentives
  - a) The July 2023 Fitness Incentives list was presented. Mr. Bill Keller asked what the difference is between receiving the fit day plus two (2) percent incentive and receiving only a fit day. Major Fondren explained that a person receives the fit day for making an attempt at the fitness test, but not passing whereas the individual who makes an attempt and passes will receive the fit day plus an additional two (2) percent. The fit day is the equivalent to an eight (8) hour day off.

## **IX. FINANCIALS**

- 1) Review of Amazon Order ShelbyLEPB2023-06-22\_21
  - a) Mr. Bill Keller made a motion to approve the Amazon invoice as presented. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 2) Review of WBRC/Fox 6 Invoice #3058573-1 & #3058616-1

- a) The LEPB already submitted payment for a three (3) month recruitment campaign with WBRC/Fox 6 and the invoice was for informational purposes only. The invoice broke down the cost per air time along with dates and times of being aired. Mr. Bill Keller asked when they could anticipate seeing results of the campaign. Major Fondren explained that it is a difficult question to answer. It could take a month or perhaps longer to see results.
- 3) Birmingham Reporting Service, Inc. Invoice #62086 for \$746.76 for Court Reporting Services for Mr. William Yazel Rehearing
  - a) Mr. Bill made a motion to approve payment of the invoice as presented. 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, The motion was seconded by Mr. Rick Ogden The motion passed unanimously.

Board Secretary, Mr. James Sellers, adjourned the meeting at 4:28 p.m.

Meeting minutes submitted by Danielle Warren, LEPB Office Administrator, on 07/18/2023.

X William H Keller

Date: 07 / 18 /2023

X James Sellers  
Board Secretary, Mr. James Sellers

Date: 7 / 18 /2023

The next meeting of the Shelby LEPB is a regular meeting planned for Tuesday, July 18, 2023, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL, 35051.