

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
July 18, 2023, at 4:00 PM
Sheriff's Office Training Center—Large Classroom
543 McDow Road Columbiana, AL 35051

I. CALL TO ORDER

Board Chairman, Mr. Jake Guercio, called the meeting to order at 4:01 p.m.

II. INVOCATION

Mr. Bill Keller gave the invocation.

III. ROLL CALL

Present:

Mr. Jake Guercio, Board Chairman
Mr. James Sellers, Board Secretary
Mr. Rick Ogden
Mr. Bill Keller
Danielle Warren, LEPB Office Administration

Not Present:

Mr. Alan Miller

Others Present:

Mr. Dale Gorham, Net-to-Net, Inc.
Sheriff John Samaniego
Major Jay Fondren
Ms. Leigh Ann Bates

IV. ADOPTION OF AGENDA

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

V. READING/APPROVAL OF JULY 5, 2023, REGULAR MEETING MINUTES

Mr. Bill Keller made a motion to approve the July 5, 2023, 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 including merit step raises were reviewed, no action required.

VII. OLD BUSINESS

- 1) Website update with Mr. Dale Gorham of Net-to-Net, Inc.
 - a) Mr. Dale Gorham provided the Board an update on the new website development. Mr. Gorham showed the Board the new site as well as discussed the various means the LEPB will be able to better engage with site visitors and prospective candidates through the use of newsletters, external links to the Sheriff's Office and Shelby County, and recruitment videos.
- 2) Status update regarding 2023 Sworn Promotional Process
 - a) Major Jay Fondren provided a brief update on the Sworn Promotional Process. Candidates are currently undergoing the Sheriff's Interview and the assessment center process is scheduled for the second week of September.

VIII. NEW BUSINESS

- 1) Review/Ratification of July 14, 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. Rick Ogden. The motion passed unanimously.
- 2) RSLB Request from Keith English
 - a) Mr. James Sellers made a motion to approve Lieutenant Keith English's request to use 30 days from the Reserve Sick Leave Bank after exhausting his accumulated leave time. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

IX. FINANCIALS

- 1) Resolution 2023-07-18 to pay United States Postal Service invoice for \$152.00 for twelve (12) months post office box renewal fee
 - a) Mr. Bill Keller made a motion to approve payment. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.
- 2) Update regarding Birmingham Reporting Service, Inc. invoice for \$746.76
 - a) Ms. Warren provided a brief update on the status of the invoice for Birmingham Reporting Service, Inc. She received the invoice initially as an email in April; however, a hard copy was delivered via regular mail in July. County Accounting issued payment in April and provided a copy of

the check. However, the check was issued for \$0.30 less than the invoiced amount. Birmingham Reporting Service was notified of the discrepancy and stated that sending a check for the remaining balance was unnecessary.

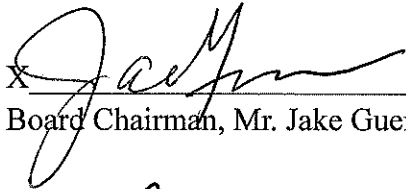
3) June and July 2023 Budget Reports were reviewed, no action taken.

RECESS/ADJOURN

There being no further business, Mr. James Sellers made a motion to adjourn the meeting. The motion was seconded by Mr. Bill Keller. The motion passed unanimously.

Board Chairman, Mr. Jake Guercio, adjourned the meeting at 4:40 p.m.

Meeting minutes submitted by Danielle Warren, LEPB Office Administrator, on 08/01/2023.

X 

Board Chairman, Mr. Jake Guercio

Date: 8 / 1 / 2023

X 

Board Secretary, Mr. James Sellers

Date: 8 / 1 / 2023

The next meeting of the Shelby LEPB is a regular meeting planned for Tuesday, August 1, 2023, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL, 35051.