

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
October 17, 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 4:04 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

Mr. Alan Miller

Danielle Warren, LEPB Office Administrator

Others Present:

Sheriff John Samaniego

Major Jay Fondren

Lieutenant Nathan Kendrick

Ms. Leigh Ann Bates

IV. ADOPTION OF AGENDA

Mr. Jake Guercio requested adding the review of the revised Administrative Assistant to the Board job description under New Business. Mr. Bill Keller made a motion to approve the agenda as amended. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

V. CORRESPONDENCE AND MESSAGES

Notices from the Sheriff's Office including merit step raises and promotional orders were reviewed, no action taken.

VI. READING/APPROVAL OF OCTOBER 3, 2023, REGULAR MEETING MINUTES

Mr. Rick Ogden made a motion to approve the October 3, 2023, Regular Meeting Minutes as presented. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

VII. OLD BUSINESS

1) Continued Discussion regarding 1,200 Sick Day Maximum

- a) Sheriff Samaniego stated that after looking at the state's model and its proposed implementation, and to make it advantageous to both the employees and the Sheriff's Office, the easiest method would simply be to remove the accrual cap, with the covenant that 1,200 hours would be the maximum an employee could be compensated, and still have the ability to accrue more days. This would not require any changes to software programs or other permissions. Employees could continue to accrue at the same rate, but at retirement could only use 1,200 hours towards retirement credit, or 600 hours in payment. This would not be a substantial policy change.

Mr. Bill Keller stated that it appeared that if the cap was removed, with the condition that upon retirement, an employee could only use 1,200 hours towards retirement credit or 600 hours paid, there wasn't any additional financial burden to the Sheriff's Office or the County, nor to the State. So the only added benefit would be for those that start young and accrue these hours for use in the latter part of their career when that time would be most needed. He asked if there were any legal issues. Sheriff Samaniego stated that he wasn't aware of any potential legal issues with the proposed policy change. Mr. Keller stated this would be a beneficial retention tool. Mr. James Sellers asked how many employees were "topped out." Sheriff Samaniego stated the number is close to 18 employees. Mr. James stated that it takes 13 years to even reach 1,200 accrued sick hours. Brief discussion regarding the Reserve Sick Leave Bank followed. Mr. Jake Guercio asked Ms. Warren to contact Mr. Josh Arnold to seek his legal opinion on removing the sick leave accrual cap.

2) Discussion/Update regarding media recruitment arrangements with Steak & Eggs Media

- a) Lieutenant Nathan Kendrick stated that he spoke with Mr. Chandler Wallace and he wanted to go back to the drawing board. He wanted to identify the target market in terms of age and what venues they will be at and then identify what benefits government employees are looking for, followed by salary, and other minutiae. He stated they originally planned a

small focus group to identify these items, and he believes they will be expanding that. He stated that he is looking at everything and seeing if there are any possible changes that may help recruiting efforts. Major Fondren stated that the initial idea was to have a focus group though now they are considering an employee survey. Mr. Wallace has existing content leftover from prior tapings, and they are trying to decide whether they should use the unused content or create new content, and also get his assistance in understanding which media platforms will yield the best recruiting results. They will be able to incorporate tools from Interview Now. Mr. Wallace and the Sheriff's Office are discussing possible ideas. Major Fondren recommended the Board consider a possible payment based per hour with a cap; though he believes this is going to be an ongoing process. They hope to come to the LEPB in December with some recommendations. Mr. Keller stated he believes they will need a recommendation, with costs, with the understanding that it could pivot during the process. Lieutenant Kendrick stated that he would like to bring something comprehensive. Mr. Keller stated he would rather take the time to ensure quality rather than rush the process and it negatively impacting recruitment efforts.

VIII. NEW BUSINESS

- 1) Review/Ratification of October 13, 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. James Sellers. The motion passed unanimously.
- 2) Administrative Assistant to the Board job description
 - a. Mr. Bill Keller made a motion to approve the job description with the following changes: to remove the physical fitness, medical physical, psychological, and polygraph requirements. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

IX. FINANCIALS

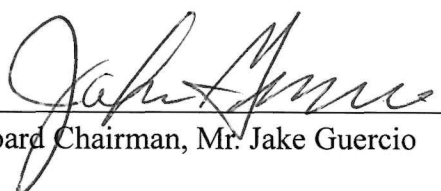
- 1) NeoGov Invoice #INV-39046 for \$7,793.85 for Annual Insight subscription fee (02/29/2024-02/27/2025)
 - a) Mr. Bill Keller made a motion to table review of the invoice until February. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

- 2) Review of Amazon Invoice #14KN-QY36-67FL (PO# ShelbyLEPB2023-10-11_23) for \$82.29 for Hammermill Printer Paper
- a) Mr. Bill Keller made a motion to approve payment. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

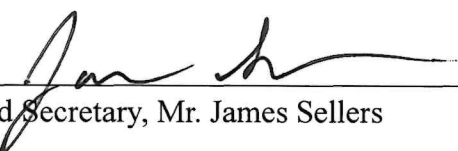
RECESS/ADJOURN

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 Chairman, Mr. Jake Guercio adjourned the meeting at 4:58 p.m.

X 
Board Chairman, Mr. Jake Guercio

Date: 11 / 7 / 2023

X 
Board Secretary, Mr. James Sellers

Date: 11 / 7 / 2023

The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, November 7, 2023, at 4:00 p.m. at the Sheriff's Office Training Center at 543 McDow Road, Columbiana, AL, 35051.