

SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board
Regular Meeting Minutes
November 7, 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 4:05 p.m.

II. INVOCATION

Mr. Alan Miller gave the invocation.

III. ROLL CALL

Present:

Mr. Jake Guercio, Board Chairman
Mr. James Sellers, Board Secretary
Mr. Rick Ogden
Mr. Alan Miller
Danielle Warren, LEPB Administrative Assistant

Others Present:

Sheriff John Samaniego
Major Jay Fondren
Lieutenant David Perry
Lieutenant Nathan Kendrick
Sergeant Johnathan Seales
Ms. Leigh Ann Bates
Mr. Carl O'Neal, of PeopleSmart, LLC
Mr. Josh Arnold, Attorney - Wallace/Ellis

IV. ADOPTION OF AGENDA

Mr. James Sellers 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 OCTOBER 17, 2023, REGULAR MEETING MINUTES

Mr. James Sellers made a motion to approve the October 17, 2023, Regular Meeting Minutes as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

VI. OLD BUSINESS

- 1) Continued Discussion regarding 1,200 Sick Day Maximum
 - a) Following from prior meeting discussions, Mr. Josh Arnold asked what the proposed intent of raising the limit would be. Sheriff Samaniego stated that one possible benefit of removing the cap would be to improve employee morale and increased retention. Mr. Arnold stated it is something worth exploring. He asked whether it could be used for leave such as vacation. Sheriff Samaniego responded that the time could only be used towards sick time. Mr. Arnold stated that so long as everybody understands the policy, there is nothing prohibiting its creation, only troubleshooting how to account for the time. Sheriff Samaniego stated the rules must be clear and hardened. He recommended creating a draft of the proposed policy change and allow Mr. Arnold to review it. He continued by stating that once a policy is formulated, then it would need to be discussed with the County. Mr. Guercio asked Ms. Warren to include the item on the next meeting agenda.
- 2) Sick Day Accrual Accumulation Clarification for LEPB Administrative Assistant
 - a) Mr. Jake Guercio stated the intent of the changes were to mirror the accumulation time afforded to Sheriff's Office employees.

VII. NEW BUSINESS

- 1) Review/Ratification of October 27, 2023, Deputy Sheriff and Jail Deputy Test Scores
 - a. Mr. Rick Ogden 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.
 - b. Mr. James Sellers made a motion to add the qualified Fleet Specialist applicants to the eligible list. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.
- 2) Request from Sheriff Samaniego regarding removal of applicant testing for candidates holding APOST certification
 - a. Sheriff Samaniego stated that the proposed change is an effort to enhance the Sheriff's Office ability to hire APOST certified candidates. The

candidates are still required to participate in the full hiring process, just exempted from taking the computer-based examination. He continued that out-of-state candidates holding law enforcement certification must meet or be able to meet APOST criteria. Mr. Guercio asked whether an out-of-state candidate would be required to complete a lateral transfer course. Sheriff Samaneigo answered in the affirmative stating he would require it. Mr. Rick Ogden made a motion to approve the Sheriff's request. The motion was seconded by Mr. James Sellers. The motion passed unanimously.

- 3) Discussion regarding adjusting qualifications for promotion
 - a. Mr. James Sellers stated that he proposes the wording be more specific recommending the promotional candidate have full time service with power to arrest as certified by a Peace Officers Standards and Training Commission instead of only having law enforcement experience. He stated that was the previous understanding; however, after review, the wording may be too lax. Major Fondren stated that there are a number of items within the current policy that need to be revised and updated. He proposed developing a draft of revised criteria and adopting all at once. Mr. Guercio asked Ms. Warren to include the item on the next meeting agenda.
- 4) Review/Approval of revised SCSO Job Descriptions
 - a. Mr. Guercio requested the item be tabled for further review. Major Fondren stated they would like to hire a jail social worker by the end of the year. Sheriff Samaniego stated that they have a position they have been holding open because the position was no longer required so they are going to turn that position into the jail social worker position. He stated adding this position is an effort to start an aftercare program for inmates following release to try to decrease recidivism rates. Mr. Guercio asked Ms. Warren to include the item on the next meeting agenda.
- 5) One-Time RSLB Donation Applications were reviewed, no vote required.
- 6) LEPB Administrative Assistant Health Insurance changes for 2024 were reviewed, no action required.

VIII. FINANCIALS

- 1) IOS Invoice #C58206A for \$1,875.00 for 75 entry-level candidate tests
- 2) Net-to-Net Invoice for \$336.98 for software license renewals and Adobe training
- 3) Expense report for Danielle Warren for mileage reimbursement
 - a) Mr. James Sellers made a motion to approve payment of both invoices and Ms. Warren's expense report in one motion. The motion was seconded by Mr. Alan Miller. The motion passed unanimously.

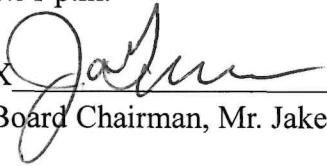
4) September and October 2023 Budget Reports were reviewed, no action taken.

IX. OTHER BUSINESS

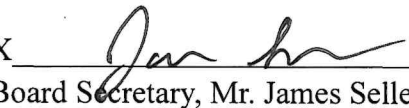
- 1) Notice of Court Action for Request for Status Conference in Pilato case
 - a) Mr. Arnold stated that no decision in the case has been entered. The status conference will include appeals from other personnel departments and the conference may be to enter rulings for this and other cases.

RECESS/ADJOURN

There being no further business, Board Chairman, Mr. Jake Guercio adjourned the meeting at 4:51 p.m.

X 
Board Chairman, Mr. Jake Guercio

Date: 11 / 21 / 2023

X 
Board Secretary, Mr. James Sellers

Date: 11 / 21 / 2023

The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, November 21, 2023, at 4:00 p.m. at the Sheriff's Office Training Center, at 543 McDow Road, Columbiana, AL, 35051.