

# SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006  
COLUMBIANA, AL 35051

Shelby County Law Enforcement Personnel Board  
Regular Meeting Minutes  
December 19, 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 3:59 p.m.

## **II. INVOCATION**

Mr. Rick Ogden gave the invocation.

## **III. ROLL CALL**

Present:

Board Chairman, Mr. Jake Guercio  
Mr. Rick Ogden  
Mr. Bill Keller  
Danielle Warren, LEPB Administrative Assistant

Others Present:

Major Jay Fondren  
Mr. Dale Gorham, Net-to-Net, Inc.

## **IV. ADOPTION OF AGENDA**

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

## **V. CORRESPONDENCE & MESSAGES**

Notices from the Sheriff's Office including merit step raises were reviewed, no action required.

## **VI. READING/APPROVAL OF DECEMBER 5, 2023, REGULAR MEETING MINUTES**

Mr. Bill Keller made a motion to approve the December 5, 2023, Regular Meeting Minutes as presented. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

## **VII. OLD BUSINESS**

- 1) Website update with Mr. Dale Gorham of Net-to-Net, Inc.
  - a) Mr. Dale Gorham provided a brief update regarding website traffic statistics and is currently working on revising the careers page. Once complete, he will send a draft page for review before publishing to the site. Statistics show website visitors are looking at the careers page and the “About Shelby County” pages the most. Mr. Bill Keller requested a link to 58 Inc. on the site and Mr. Gorham also stated he’d add a link to the County Chamber of Commerce. He also stated that in 2024 he’d like to see a newsletter sent to site visitors in an effort to maintain communication with prospective applicants.
- 2) Update regarding timekeeping software for the RSLB
  - a) Ms. Davis helped develop an interim solution to streamline maintaining information. Mr. Keller stated that he spoke with the County Manager and County CFO and they’re looking at vendor capabilities and are taking the RSLB into account.
- 3) Review/Approval of Reserve Sick Leave Bank Participation Applicants
  - a) Mr. Bill Keller made a motion to approve the eligible applicants. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.

## **VIII. NEW BUSINESS**

- 1) Review/Ratification of December 15, 2023, Deputy Sheriff and Jail Deputy Test Scores and Jail Social Worker Candidates
  - 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.
  - b. There was brief discussion on how applicants learned of job opportunities with the Sheriff’s Office and of the interview process.
- 2) Request from Sheriff Samaniego
  - a. Mr. Bill Keller made a motion to approve the Sheriff’s request. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.
- 3) Discussion regarding applicant testing services
  - a. Major Fondren requested tabling discussion until Captain Mark Bishop could be present. Board Chairman, Mr. Jake Guercio granted Major Fondren’s request.

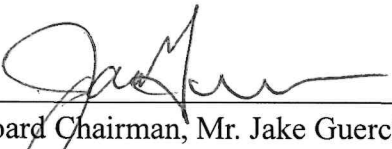
**IX. FINANCIALS**

- 1) Expense report for Danielle Warren for mileage reimbursement
  - a) Mr. Bill Keller made a motion to approve Ms. Warren's expense report. The motion was seconded by Mr. Rick Ogden. The motion passed unanimously.
- 2) November and December 2023 Budget Reports were reviewed, no action taken.

**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 4:32 p.m.

X   
\_\_\_\_\_  
Board Chairman, Mr. Jake Guercio

Date: 1 / 23 / 2024

X   
\_\_\_\_\_

Date: 1 / 23 / 2024

The next meeting of the Shelby County LEPB is a regular meeting planned for Tuesday, January 16, 2024, at 4:00 p.m. at the Sheriff's Office Training Center, at 543 McDow, Columbiana, AL, 35051.