

# MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES

Monday, May 13th, 2024

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, May 13<sup>th</sup>, 2024, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama.

**Board member(s) present:** David Watts, Chairman  
Penni Windsor, Vice Chairman  
Tim White, Secretary  
Michael Clay, Board Member  
Charles Whisenant (attended by phone)

**Board member(s) absent:**

Also, present was Personnel Administrator Christy Pierce.

## I. CALL TO ORDER

Chairman David Watts called the meeting to order.

Chairman Watts asked everyone to stand for prayer and the Pledge of Allegiance.

## II. INVOCATION

Vice Chairman Penni Windsor offered the invocation.

## III. PLEDGE OF ALLEGIANCE

Board Member Michael Clay led the Pledge of Allegiance.

## IV. APPROVAL OF AGENDA

Chairman Watts asked for a motion to approve the agenda. A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.

## V. APPROVAL OF MINUTES

Chairman Watts asked for a motion to approve the minutes of the Regular Board meeting held on Monday April 8<sup>th</sup>, 2024, the Public Hearing held on Monday April 8<sup>th</sup>, 2024, and the Special Called Board Meeting held on Thursday, April 25<sup>th</sup>, 2024. A motion was made by Board Member Charles Whisenant, duly seconded by Secretary Tim White. The motion was carried by voice vote with no "nay" votes being cast.

## VI. PUBLIC COMMENTS

Chairman David Watts asked for Public Comments.

There were None.

## **VII. OLD BUSINESS**

There was no Old Business to consider.

## **VIII. NEW BUSINESS –**

1. **Sheriff** – Chairman Watts asked for a motion to approve the request from Sheriff Sims to add an Assistant Chief Deputy (Part-Time) position. A motion was made by Board Member Charles Whisenant, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.
2. **Revenue-** Chairman Watts asked for a motion approve the request from Revenue Commissioner Michael Johnson to add a Deputy Revenue Commissioner position. A motion was made by Board Member Charles Whisenant to table the request until additional information is provided, duly seconded by board member Michael Clay. The motion was carried by voice vote with no “nay” votes being cast.
3. **Revenue -** Chairman Watts asked for a motion to approve the request from Revenue Commissioner Michael Johnson to change the years of experience for a Sr. Revenue clerk to 3 years instead of 5 years. A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Charles Whisenant. The motion was carried by voice vote with no “nay” votes being cast.
4. **Personnel** - Chairman Watts asked for a motion to approve the Personnel Board Attorney Agreement A motion was made by Vice Chairman Penni Windsor, duly seconded by Board Member Tim White. The motion was carried by voice vote with no “nay” votes being cast.
5. **Personnel** – Chairman Watts asked for a motion to approve the Pay for Performance Plan. A motion was made by Board Member Charles Whisenant to table the item until a written plan was created, duly seconded by Board Member Tim White. The motion was carried by voice vote with one “nay” vote being cast by Vice Chairman Penni Windsor.

## **IX. Legal Update – VACANT**

## **X. Staff Report – Personnel Administrator – Christy Pierce**

## Personnel Update – May 10<sup>th</sup>, 2024

May 13<sup>th</sup>, 2024 – Board Meeting

### New Hires

Name	Position	Hire Date	Step Hired At
Trever Manley	Deputy	04/09/2024	108-2
Barry Maze	Equipment Operator I – Dist. 3	04/29/2023	105-1
Allison Brown	Clerk – P/T Temporary – Commission	05/06/2024	N/A

### Terminations

Name	Position	Termination Date
James Rousseau	Corrections Officer	04/08/2024
Brandon J. Williams	Corrections Officer	04/12/2024
Andrew L. Bailey	Corrections Officer	04/30/2024

### Promotions, Demotions & Transfers

Effective 04/22/2024: COMMISSION – Edna Winfrey was promoted from Custodian to Account Clerk I.

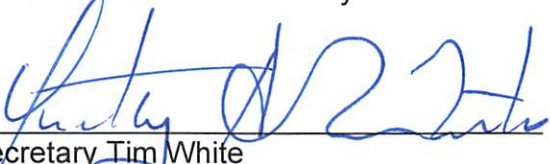
### Employee Wellness Screenings

The on-site wellness screenings will take place on Thursday, May 16<sup>th</sup>, from 8:30 am – 1:30 pm, in the Commission Chambers on the third floor. All employees have been notified about the screening.

Employee Representative Elections will take place on Tuesday May 14<sup>th</sup> (Monday morning, May 13<sup>th</sup>, for the shift working off, Tuesday, May 14<sup>th</sup>, and Wednesday May 15<sup>th</sup> for the Sheriff's office) to accommodate their alternating shifts. Votes will be counted at 3:00 p.m. on Wednesday May 15<sup>th</sup>.

#### **XI. ADJOURNMENT**

Chairman Watts asked for a motion to adjourn the Personnel Board meeting. A motion was made by Board Member Charles Whisenant, duly seconded by Board Member Michael Clay. The motion was carried by voice vote with no "nay" votes being cast.

  
Secretary Tim White  
Marshall County Personnel Board  
Meeting Date: May 13<sup>th</sup>, 2024

6-10-24  
Date