

# **MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES**

**Thursday, August 21, 2025**

The regular monthly meeting of the Marshall County Personnel Board was held on Thursday, August 21, 2025, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama.

**Board member(s) present:** Charles Whisenant, Chairman  
Penni Windsor, Vice Chairman  
Tim White, Secretary  
Michael Clay, Board Member  
Tim Howard, Board Member

Also present were Attorney Mallory Brown-Nabors, Personnel Administrator Christy Pierce and Personnel Specialist Terri Brown.

## **I. CALL TO ORDER**

Chairman Charles Whisenant called the meeting to order.

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

## **II. INVOCATION**

Secretary Tim White offered the invocation.

## **III. PLEDGE OF ALLEGIANCE**

Board Member Tim Howard led the Pledge of Allegiance.

## **IV. APPROVE THE AGENDA**

Chairman Charles Whisenant 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 Charles Whisenant asked for a motion to approve the minutes of the Regular Board meeting held on Thursday August 21, 2025. A motion was made by Secretary Tim White, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no "nay" votes being cast.

## **VI. PUBLIC COMMENTS**

Chairman Charles Whisenant asked for Public Comments.

None

## **VII. OLD BUSINESS**

1. **Personnel Board** - Chairman Charles Whisenant asked for a motion to approve proposed changes to **Section 1.4 – Sexual and Other Forms of Harassment Provisions** in the Marshall County Personnel Handbook. A motion was made by Vice Chairman Penni Windsor, duly seconded by Secretary Tim White. The motion was carried by voice vote with no “nay” votes being cast.

## **VIII. NEW BUSINESS –**

1. **Personnel** - Chairman Charles Whisenant asked for a motion to consider approval of proposed changes to updated the Personnel Board By-Laws which include but not limited to changing the time of the Personnel Board meeting to 5:00pm or as specified by the Board. A motion was made by Board Member Michael Clay, duly seconded by Vice Chairman Penni Windsor. The motion was carried by voice vote with four “yay” votes being cast.
2. **District #4** - Chairman Charles Whisenant asked for a motion to consider approval of request from Commissioner Joey Baker to change two Equipment Operator I (Grade 105) to Equipment Operator Technician (Grade 104) (Non-CDL) positions. A motion was made by Secretary Tim White, duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no “nay” votes being cast.

## **IX. LEGAL UPDATE**

Board Attorney – Attorney Mallory Brown-Nabors.

None

## **IX. STAFF REPORT**

Personnel Administrator - Christy Pierce

## **Personnel Update –thru August 15<sup>th</sup>,2025**

**August 21<sup>st</sup>, 2025 – Board Meeting**

### **New Hires**

<b>Name</b>	<b>Position</b>	<b>Hire Date</b>	<b>Step Hired At</b>
Vicki Lowery	Temp – Probate Office	07/25/2025	N/A
Aspen Lloyd	Corrections Officer	08/04/2025	106-1
Keith Paine	SRO P/T	08/04/2025	N/A
Salvador Linares	Corrections Officer	08/11/2025	106-1
Eric Lemaster	Deputy	08/11/2025	108-2

### **Terminations**

<b>Name</b>	<b>Position</b>	<b>Termination Date</b>
Jerry Ray Vanwey	Road Tech – Temp Dist. #2	07/17/2025
Joseph Chamblee	Road Tech – Temp Dist. #3	07/21/2025
Linda Howard	Support Clerk – Sheriff	07/25/2025
Gracyn Robeson	Clerk – Commission – Temp	07/31/2025
Graham Segrest	Corrections Officer	08/07/2025

### **Promotions, Demotions & Transfers**

**Effective 07/30/2025: Jail** – **Jason Bremer** was promoted from an Assistant Jail Administrator position to a Jail Administrator position.

**Effective 08/01/2025: Probate** – Brandi Rains was promoted from a Court Clerk position to an Administrative Coordinator position.

**Effective 08/09/2025: Jail** – Joshua Kirkland was promoted from a Commissary Store Manager position to an Assistant Jail Administrator position.

### **Wellness Screenings**


We met our wellness screening requirement for the Local Government Health Insurance discount!

### **Pay Increases for FY 25-26**

The Count Commission voted, in their August 13<sup>th</sup> meeting, to grant a **2% Cost of Living increase** effective the first pay period in October and the regular **Merit Increases** for the new fiscal year.

I. **ADJOURNMENT**

Chairman Charles Whisenant asked for a motion to adjourn the Personnel Board meeting. A motion was made by Vice Chairman Penni Windsor duly seconded by Board Member Tim Howard. The motion was carried by voice vote with no "nay" votes being cast.

  
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Secretary Tim White  
Marshall County Personnel Board  
Meeting Date: August 21<sup>st</sup>, 2025

  
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Date