

REVISED MEETING AGENDA
PERSONNEL BOARD OF JEFFERSON COUNTY
April 11, 2017

- I. OPENING REMARKS BY L. KENNETH MOORE, CHAIR

- II. OPERATIONAL UPDATES
 - Personnel Director's comments – Lorren Oliver
 - Deputy Director's comments – Jeff Crenshaw
 - Employment Testing – Brian Bellenger
 - Applicant Services – Guy Dewees
 - Employee Services – Kim Kinder
 - Business Office – Cynthia Holiness

- III. ACTION ITEMS
 - a) Board minutes for the meeting held on March 14, 2017.

 - b) ITEM WITHDRAWN

 - c) Recommendation that the Board authorize the renewal of a contract between the Personnel Board of Jefferson County and TekLinks for annual VmWare maintenance and support. The Board has moved most of their physical servers to a virtual environment. Virtual environments take up far less physical space, provide more flexibility and scalability, and are less maintenance intensive. VMware is the software that transforms a physical server into a virtual repository. This contract is for maintenance and support of the software product. It is recommended that the Three-Member Board approve renewal of the contract with TekLinks for VMWare maintenance and support for the period July 11, 2017 through July 10, 2020, at a cost of \$11,386.32.

 - d) Petition to amend Personnel Board Rule 11.2. Scott T. Morro, Attorney for Paul A. Irwin, Jr., presented the Three-Member Board with a Petition to Amend Rule 11.2 during the Board's regularly scheduled monthly meeting on March 14, 2017 (See Attached Petition). This petition was filed pursuant to Personnel Board Rule 2.4 which states that "Any interested person may file a petition with the Board to promulgate, amend, or repeal a Rule." Rule 2.4 of the Personnel Board Rules & Regulations requires that the Board shall either deny the petition or initiate rulemaking proceedings in accordance with Rule 2.

- IV. JURISDICTION CONTRACTS
 - a) Recommendation that the Board approve a new contract between the Jefferson County Department of Health and Claudia Hardy. Ms. Hardy will conduct focus groups in five (5) pre-selected Housing and Urban Development units in Jefferson County. The purpose of the focus groups is to obtain information from current and former smokers on opinions of tobacco use in an attempt to promote the discontinuation of the use of tobacco products. The contract term is seven (7) months, effective February 1, 2017 to

August 31, 2017 and the cost is \$2,500. Due to the temporary and sporadic nature of the services being performed, the contract is recommended for approval.

V. CONTESTED ITEMS - Appeal of Disciplinary Actions (Suspension, Demotion, Termination)

- a) Jermaine T. Reese vs. City of Birmingham Fire (DA-2016-290-BH) Joint Motion to Dismiss Appeal and Settlement Agreement
- b) LaTonya Samuel vs. Jefferson County Dept. of Health (DA-2016-2081-HD) - Joint Motion to Continue the Board's Consideration of the Hearing Officer Report & Recommendation
- c) **Carried over from March 14, 2017** - LaTonya Samuel vs. Jefferson County Dept. of Health (DA-2016-2081-HD) – Hearing Officer Report & Recommendation

VI. INFORMATION AND DISCUSSION ITEMS

a) Provisional Appointment(s)

1. Vickey Jones	Birmingham	Principal Auditor	Approved
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b) Advance Step(s)

1. Byrd, Tamera	Admin Clerk	Bessemer	Approved
2. Bolden, Diana	Prin Accountant	Birmingham	Approved
3. Guy, Kyle	Prin Accountant	Birmingham	Approved
4. Jones, Erica M.	Sr Accountant	Birmingham	Approved
5. Cooper, Natasha	Accounting Asst II	Center Point	Approved
6. Underwood, Jeremy	Court Clerk	Homewood	Approved
7. Conyers, Adrienne	Admin Clerk	Homewood	Approved
8. Carvin, Berlonda	LPN	Health Dept	Approved
9. Rachielle, Sue	LPN	Health Dept	Approved
10. Taylor, Equiller	LPN	Health Dept	Approved
11. Harris, Jesse	Hvy Equip Oper	Jefferson Co	Approved
12. Escott, Raynard	Security Officer	Jefferson Co	Approved
13. Franklin, James	Probation Officer	Jefferson Co	Approved
14. Paige, Zelda	Security Officer	Jefferson Co	Approved
15. Smith, Arthur	Security Officer	Jefferson Co	Approved
16. Terry, Nichole	Sr Accountant	Jefferson Co	Approved
17. Bondy, Dione	Accounting Asst I	Tarrant	Approved

c) March Bi-monthly Board Expenditure Report(s)

VII. EXECUTIVE SESSION