



Personnel Board of Jefferson County

The Foundation of Your Merit System Career

BOARD MEETING AGENDA - REVISED

August 14, 2018 – RESCHEDULED TO August 21, 2018

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 July 10, 2018.

IV. JURISDICTION CONTRACTS

- a) Recommendation that the Board approve a new contract between the Jefferson County Commission and J. J. Morley Enterprises, Inc. The vendor will provide inspection, repointing, cleaning and envelope veneer replacement at the Jefferson County Courthouse, Annex, Bridge and County Parking Deck. Repointing is the removal and replacement of old grout or sealant between the exterior stone panels on the building. Envelope veneer replacement is replacing the stone panels mounted to the outside of the building. These panels create the building's envelope, which is the physical separator between the interior and exterior environments. The work will take 180 days to complete and the cost is \$468,373. Based on the sporadic nature of the work, the specialized knowledge required to perform the services and the fact that Jefferson County does not have the equipment to perform the work, the new contract is recommended for approval.
- b) Recommendation that the Board approve a new contract between the Jefferson County Commission (Family Court Youth Detention Center) and UAB Health Services Foundation, P.C. The vendor will provide medical services to Jefferson County's Family Court Youth Detention Center residents. Medical services include initial health screenings to all new residents, sick call, education and training. In addition to the medical services, UAB Health Services Foundation, P.C. provides interns at no

- charge. This is a one (1) year contract (October 1, 2018 – September 30, 2019) and the cost is \$97,342.08. The Board approved Amendment 1 on January 9, 2018 and has approved similar contracts since 2012. The new contract is recommended for approval based on the limited nature of the services (12 hours/week) and the interdependency of the physician and nurse services.
- c) Recommendation that the Board approve a new contract between the Jefferson County Department of Health (Nutrition) and Kimberly Adams. The contractor will serve as a peer counselor in the community to provide telephone support/counseling for breastfeeding WIC patients of the Health Department. Peer counselors are recruited and hired from WIC's target population of low-income women and undergo training to provide mother-to-mother support. This is a one (1) year contract (June 1, 2018 – July 1, 2019) with an extension option of two (2) years. The cost is \$10.19/hour not to exceed \$11,000 annually. The Health Department has four (4) clinics and, with this contract, each clinic will have a dedicated support resource. The Board approved the three (3) other contracts in the same amount on April 10, 2018. Due to the sporadic nature of the services being provided, the new contract is recommended for approval.
- d) Recommendation that the Board approve the Jefferson County Department of Health request to create the new position of Senior Public Health Language Worker with a proposed pay grade of G-21 and a salary range of \$43,054 - \$66,791. This new position will be responsible for planning, directing, coordinating and supervising the work of the public health language workers who deliver services for limited English proficient individuals. Internal comparisons suggest a grade level of 21.
- e) Recommendation that the Board conditionally approved new contract agreements between the Jefferson County Sheriff's Office (JCSO) and TBD School Resource Officers (SRO). Retired Sheriffs will provide SRO services to all schools operated by the Jefferson County Board of Education and, as requested, to private schools when available. For the 2018-2019 school year, the JCSO plans to provide SROs to 24 of the 56 Jefferson County schools (and the one private school) with current staffing. The JCSO intends to provide SRO services through Merit System Deputy Sheriff's; however, in order to have SROs in each school, contract workers will be necessary to allow the JCSO sufficient time to hire and train individuals. This contract should allow the JCSO to be able to place SROs in the remaining 33 Jefferson County schools (including the one private school) for the 2018-2019 school year while recruiting and filling Merit System Deputy Sheriff positions. The cost of \$1,599,998 .40 is the maximum cost if the JCSO staffed at 40 SRO's. The annual rate per SRO is \$39,996.96. These new contracts will be for one year with an extension option of two years. Based on the fact that the JCSO plans to transition services to Merit System positions, the contract is recommended for conditional approval.

- V. ADMINISTRATIVE LEAVE WITH PAY
 - a) Angela Brickie Jefferson County Sheriff's Office 30 Days
- VI. APPEAL OF DIRECTOR'S DETERMINATION - None Submitted
- VII. CONTESTED ITEMS - Appeal of Disciplinary Actions (Suspension, Demotion, Termination, etc.)
 - a) Tanorence Moorer v. Jefferson County (Youth Detention Center) - Case No. DA- 2018-2141-JC - Joint Motion to Dismiss & Settlement Agreement
 - b) Wendell Bracy v. Jefferson County (Youth Detention Center) - Case No. DA- 2018-2142-JC - Joint Motion to Dismiss & Settlement Agreement
 - c) Mario Leonard v. Jefferson County (Youth Detention Center) - Case No. DA- 2018-2143-JC - Joint Motion to Dismiss & Settlement Agreement
 - d) Brian Kirkpatrick v. Jefferson County (General Services) - Case No. DA-2018- 2154-JC - Joint Motion to Dismiss & Settlement Agreement
 - e) Milton Burton, Jr. v. City of Birmingham (Mayor's Office/Security Division) - Case No. DA-2017-2128-BH - Joint Motion to Dismiss & Settlement Agreement
 - f) Cedrick Thomas v. Jefferson County Sheriff's Office - Case No. DA-2018- 2179-JC - Motion to Stay
 - g) Girard Armstead v. City of Birmingham (Police Department) - Case No. DA- 2018-2156-BH - Hearing Officer's Report & Recommendation
 - h) Patrick Rhodes v. City of Birmingham (Police Department) - Case No. DA- 2018-2177-BH - Motion to Set Scheduling Order Pursuant to Rule 12.5 (a) of the Rules & Regulations of the PBJC
 - i) Brian Sheets v. City of Birmingham (Police Department) - Case No. DA-2018- 2178-BH - Motion to Set Scheduling Order Pursuant to Rule 12.5 (a) of the Rules & Regulations of the PBJC
 - j) Cedrick Thomas v. Jefferson County Sheriff's Office - Case No. DA-2018- 2179-JC - Motion to Set Scheduling Order Pursuant to Rule 12.5 (a) of the Rules & Regulations of the PBJC
- VIII. INFORMATION AND DISCUSSION ITEMS
 - a) Recommendation that the Board approve a contract between the McWane Science Center and the PBJC. On December 13, 2018, the PBJC Training and Development Department will host session three (3) of its MPACT (Managers Preparing to Accomplish Change Today) Program. The McWane

Science Center has agreed to host this training session at their location in the Regions Room at no charge.

b) Recommendation that the Board adopt the proposed revisions to the Personnel Board of Jefferson County Rules & Regulations.

c) Provisional Appointment(s)

1. Yuval Yossefy	Data Management Specialist	Birmingham	Approved
2. Melanie Genkin	Eco. Dev. Mgr.-Operations	Birmingham	Approved
3. Rachel Harmon	Eco. Dev. Mgr.–Workforce Talent	Birmingham	Approved

d) Advance Step(s)

1. Wright, Shaun	Adm. Clerk	Bessemer	Approved
2. Dean, DarNetria	Accountant	Birmingham	Approved
3. Lumpkin, Earnest	Principal Acct.	Birmingham	Approved
4. Quarles, Stephen	Infor. Security Officer	Birmingham	Approved
5. Sanders, Wanda	Sr. Accountant	Birmingham	Approved
6. Shonae Eddins	Dir. of Parks & Rec	Birmingham	Approved
7. Taylor, Legiah	Senior Accountant	Birmingham	Approved
8. Brown, Vincent	Firefighter	Fairfield	Approved
9. Chambers, Brent	Bldg. & Grounds Wkr.	Health Dept.	Approved
10. Dean, DarNetria	Accountant	Health Dept.	Approved
11. Fowlkes, Alicia	Senior Accountant	Health Dept.	Approved
12. Traffanstedt, Darlene	Medical Director	Health Dept.	Approved
13. Bensko, Jereld	Comm. Coord.	Jefferson Co.	Approved
14. Brown, Jennifer	Bus. Systems Spec	Jefferson Co.	Approved
15. Jenkins, Cynthia	LPN	Jefferson Co.	Approved
16. Polland, Regina	LPN	Jefferson Co.	Approved
17. Quick, Jimmy	Fire Lieutenant	Vestavia	Approved

e) Reinstatements - None Submitted

f) Bi-monthly Board Expenditure Report

IX. EXECUTIVE SESSION