



# Personnel Board of Jefferson County

The Foundation of Your Merit System Career

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## **BOARD MEETING AGENDA**

February 12, 2019

I. OPENING REMARKS BY L. KENNETH MOORE, CHAIR

II. OPERATIONAL UPDATES

Director – 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) Recommendation that the Board approve the Board Minutes for the meeting held on January 8, 2019.
- b) Recommendation that the Board approve the Public Officials and Employment Practices Liability Insurance Policy between the Personnel Board of Jefferson County and Chubb USA in the amount of \$17,059. The policy coverage period is January 31, 2019 through January 31, 2020. The previous policy with Hiscox USA expired on January 31, 2019 and a binder for new coverage was obtained with Chubb-USA for coverage effective January 31, 2019. The new policy with Chubb-USA, increases the limit of liability from \$1,000,000 to \$2,000,000 and has a lower deductible (\$50,000 compared to \$75,000). The total cost for the new policy is \$17,059. The previous policy with Hiscox USA provided one million dollars in liability coverage and a \$75,000 deductible at a cost of \$14,966. No commission payable for this new policy.
- c) Recommendation that the Board approve the Jefferson County Commission – Board of Equalization Department request to create the new position of Principal Real Property Appraiser (#2662) with a pay grade of 26. Jefferson County Commission requests a new position responsible for planning, directing, and coordinating the work of Property and Senior Property Appraisers in the Birmingham and Bessemer Divisions of the Board of Equalization. Market data for a Principal Real Property Appraiser suggests a salary range of \$57,532 - \$79,247.
- d) Recommendation that the Board approve the City of Birmingham – Fire Department request to create two new positions: Paramedic (#05021) with a pay grade of 17 and Fire Medic (#05032) with a pay grade of 19. The Personnel Board has reviewed the existing class and premium pay structure associated with the existing Firefighter job class. Based on this review, these two new classes will better define the

responsibilities of these jobs with regard to responding to emergency medical calls, assessing the patient's condition and determining and administering appropriate treatment. The Firefighter position will retain all fire duties but not routinely perform medical responsibilities that, by law, are only able to be provided by licensed paramedics.

- e) Recommendation that the Board approve the Jefferson County Commission Resolution #3300 effective April 1, 2019, requesting all sworn personnel of the Jefferson County Sheriff's Office be granted a five percent (5%) cost of living increase to their respective rates of pay. Sworn personnel consist of the persons holding the following ranks within the Jefferson County Sheriff's Office: Major/Assistant Sheriff; Chief Deputy; Metro Area Crime Center Commander; Deputy Chief; Captain; Lieutenant; Sergeant; Corporal; and Deputy Sheriff. The cost of living adjustment for the sworn personnel requires the creation of a new public safety salary schedule. Since there was an election this year, the resolution is presented for Board approval.

#### IV. JURISDICTION CONTRACTS

- a) Recommendation that the Board **deny** a new contract between Jefferson County – Cooper Green Hospital and American Healthcare Resources. American Healthcare would provide staffing, on a limited basis as needed, during sick leave, vacation or holiday leave of Merit System healthcare positions with direct patient contact. This is a two (2) year contract at a cost of \$2,025,920. Based on the fact that Merit System positions exist that could perform the services and could be staffed at a lower cost, the fact that the services are performed continually and consistently with no known plan to transition healthcare to UAB and taking into account the current terms of the contract, this contract is recommended for denial.
- b) Recommendation that the Board **deny** a new contract between Jefferson County – Cooper Green Hospital and In Time Staffing. In Time Staffing would provide staffing, on a limited basis as needed, during sick leave, vacation or holiday leave of Merit System healthcare positions with direct patient contact. This is a one (1) year contract at a cost of \$1,633,340.80 with an extension option of two (2) years. Based on the fact that Merit System positions exist that could perform the services and could be staffed at a lower cost, the fact that the services are performed continually and consistently with no known plan to transition healthcare to UAB and taking into account the current terms of the contract, this contract is recommended for denial.
- c) Recommendation that the Board approve a new contract between Jefferson County – Cooper Green Hospital and NextGen Healthcare, Inc. NextGen Healthcare will provide information technology services, including consulting, implementation and training, to replace the legacy Emergency Medical Records (EMR) system at Cooper Green Mercy Health Services. This is a three (3) year contract effective February 21, 2019 through February 21, 2022, at a cost of \$1,395,381. Based on the fact that the services are temporary and typically contracted, this contract is recommended for approval.
- d) Recommendation that the Board approve a new contract between Jefferson County – Environmental Services and the U. S. Department of the Interior Geological Survey (USGS). USGS is to continue its operation of ten continuous-record streamflow gaging stations with data collection platforms in Jefferson County. Services will

- include water quality monitoring and temperature, specific, conductance and dissolved oxygen at seven (7) of the stations. The Board previously approved a one-year contract for similar services, with the most recent approval being February 13, 2018. This is a one-year contract to be executed upon approval. The total cost of the joint funding agreement is \$231,736: the County will pay \$141,156 and USGS will pay \$90,580. Approval of this contract is recommended based on the specialized scientific knowledge required, the fact that the County does not possess the equipment to perform the services and the fact that these services are traditionally contracted.
- e) Recommendation that the Board approve a new contract between Jefferson County – Information Services and Gartner, Inc. Gartner will develop a Request for Proposal (RFP) for a new sewer billing system and assist the County in evaluating the responses and selecting the best vendor. This is a four (4) month contract effective upon approval at a cost of \$208,770. Based on the fact that the services are temporary and typically contracted, this contract is recommended for approval.
  - f) Recommendation that the Board approve a new contract between Jefferson County – Community Development and UAB Board of Trustees. UAB will provide a Family Wellness Court Program by implementing and providing enhanced engagement and retention services, universal trauma screening of children, in-home trauma informed intervention for children and trauma education for caregivers. Services will be administered by the UAB Department of Psychiatry. This is a three (3) year contract effective November 30, 2018 – September 30, 2021 at a cost of \$838,496. Based on the fact that UAB has the infrastructure in place to offer the family wellness services and the fact that it would cost significantly more to perform in-house, this contract is recommended for approval.
  - g) Recommendation that the Board approve a new contract between Jefferson County – Environmental Services and Astadia, Inc. Astadia will migrate the County's outdated mainframe applications, databases and files to a windows environment in the Azure Cloud. There will be approximately 1.8 million lines of code that will be migrated. This is a two (2) year contract effective upon approval at a cost of \$1,243,780. Based on the fact that the services are temporary, as this is a one-time project, the fact that these types of services are typically contracted and the fact that the County does not possess the equipment to perform the work, this contract is recommended for approval.
  - h) Recommendation that the Board approve a new contract between Jefferson County – Environmental Services and Jacobs Engineering Group, Inc. Jacobs Engineering will provide training services and materials to assist the County in preparing individuals to obtain Water Reclamation Facility Operator certifications (Grade II, III and IV) as part of the Environmental Services Department (ESD) Apprenticeship Program. The Board approved the 24 month Apprenticeship Program in May of 2018. This is an eighteen (18) month contract to be executed upon approval at a cost of \$174,675, with an extension option of three (3) years. Based on the fact that the development and implementation of the specialized training program is not Merit System work and temporary in nature, this contract is recommended for approval.
  - i) Recommendation that the Board approve a new contract between Jefferson County – County Attorney and the Greater Birmingham Humane Society (GBHS). Jefferson

County requests to continue contracting with the GBHS to provide animal control services including animal pick-up and shelter facilities. This is a three (3) year contract effective February 2, 2019 – February 1, 2022, at a cost of \$1,388,000. This amount is estimated based on the annual projected average cost of \$462,789. The County projected in-house annual operating costs at \$686,828. In the past, the Board has approved two contracts with GBHS with the last three (3) year contract expiring January 31, 2019. Based on the potential cost savings to the County, this contract is recommended for approval.

- j) Recommendation that the Board approve a new contract between the City of Birmingham and American Regional Medical Services (ARMS). ARMS will provide health care services for all persons committed to the physical custody of the Birmingham City Jail, including all professional medical (physician), dental, nursing, mental health (psychiatry), pharmacy, and related health care for the inmates for a period of two years, at a rate of \$400,000 annually, with the option to renew for one (1) additional year. Due to the inability to consistently supply the City with a viable list of candidates who are interested in working in a full-time nursing capacity within the detention facility and the evidence to indicate that these types of services are frequently contracted, this contract is recommended for approval.

V. ADMINISTRATIVE LEAVE WITH PAY – None Submitted

VI. APPEAL OF DIRECTOR'S DETERMINATION – None Submitted

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

- a) Case No. DA-2018-2137-FF - Toni Q. Smith v. City of Fairfield (Mayor's Office) - Hearing Officer's Report & Recommendation
- b) Case No. DA-2018-2196-BH - Deric Patton v. City of Birmingham (Police Department) - Hearing Officer's Report & Recommendation
- c) Case No. DA-2018-2190-BH - Cedric Hill v. City of Birmingham (Department of Public Works) - Hearing Officer's Report & Recommendation
- d) Case No. DA-2018-2172-BH - Justin Feggins v. City of Birmingham (Police Department) - Request to Lift Motion to Stay

VIII. INFORMATION AND DISCUSSION ITEMS

a) Advance Step(s)

1. Burnett, Michael	Police Officer	Birmingham	Approved
2. Coar, Roosevelt	Emergency Comm. Mgr	Birmingham	Approved
3. Holzherr, A J	Crossplex Sports Mgr.	Birmingham	Approved
4. Jones Jr., Ernest	Police Officer	Birmingham	Approved
5. Jones, Alex	Electrical Inspector	Birmingham	Approved
6. Merritt, Veronica	Chief Compliance Officer	Birmingham	Approved
7. Rich, Scott	Police Officer	Birmingham	Approved
8. Smith Carl, Sandra	Police Officer	Birmingham	Approved

9. Straiton, Jesse	Police Officer	Birmingham	Approved
10. Carter, Jake	Skilled Laborer	Center Point	Approved
11. Anderson, David	Security Officer	Personnel Board	Approved
12. Jones, Edward	Security Officer	Personnel Board	Approved

b) Recommendation that the Board acknowledge the Board Expenditure Report(s) for January 12 – 25, 2019.

IX. EXECUTIVE SESSION