

Board Packet - 12/12/2022 Agenda

I. Opening Remarks

II. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on October 27, 2022.
- B. Recommendation that the Three-Member Board approves the contract renewal between High Ground Solutions and the PBJC for January 1, 2023, through December 31, 2023, for the amount of \$1,240.00. There is an \$440 increase in the contract amount from the preceding year due to the Board's increase in annual quantities for email and SMS transactions.
- C. The Personnel Board is seeking to contract with Richard Conroy, Ph.D., to deliver Emotional Intelligence Training for law enforcement officers. Growing evidence suggests emotional intelligence (EQ) is an important factor in work performance that involves regular interpersonal contact with people –the cornerstone of the law enforcement profession. The contract includes Dr. Conroy providing three full-day training sessions (between January 30 and February 4, 2023) that will include lecture, group and individual discussions, short video clips, individual and group activity completion exercises, pre-class EQ-i 2.0 assessment online, and an extensive personalized individual report of their EQ-i 2.0 assessment results. Cost of the contracted services is \$11,975, plus travel expenses (not to exceed \$3,225).
- D. Authorization for the Director to engage in a contract extension with ConvergeOne for the month of January, 2023, if needed, for Voice Over Interent Protocol (VOIP) services in the amount of \$2356. The Personnel Board has been working with AT&T and ConvergeOne to execute a migration of its VOIP services resulting from RFP # 37-22 "Hosted VOIP solution for the Personnel Board" from ConvergeOne to AT&T. In order maintain phone services while the migration is being fully executed, the Personnel Board has had to continue services with ConvergeOne through contract extensions

executed in November and December, 2022. The Director is seeking authorization to engage in an additional contract month, if needed, to ensure service is not disrupted if migration is not fully completed by the end of December.

- E. Recommendation that the Board approves two new jobs: Director of Information Technology I, job code #02509, Grade 32, and Director of Information Technology II, job code #02510, Grade 34. These positions will direct activities related to the overall planning, organizing, and execution of information technology functions for the city reporting directly to the Mayor or City Manager. Director of Technology I is for cities with a population of less than 20,000, and Director of Technology II is for cities with a population of 20,000 or more.
- F. Recommendation that the Board approves the Director's reinstatement decisions pursuant to Rule 10.3 of the Rules and Regulations.

III. Jurisdiction Contracts

- A. Recommendation that the Board approves a new contract between the Jefferson County General Services Department and Squeegee Squad to provide window washing services for all exterior windows and designated glass areas at twelve (12) facilities on an annual basis. Squeegee Squad will furnish all equipment and supplies necessary to complete these services. This is a three (3) year contract at a cost of \$71,880 per year, for a total contract cost of \$215,640. Based on the fact that these types of services are sporadic in nature, and generally contracted, this contract is recommended for approval.
- B. Recommendation that the Board approves new contracts between the Jefferson County Roads and Transportation Department and the following six contractors: Appraisals, Research & Consultants of Cullman; David W. Darden; Haller Real Estate Advisors; Integra Realty Resources; Real Estate Valuation Advisors; and Tillman Consulting. Said contractors will provide appraisal services for the Right of Way Division to include both appraisal reports and the review of appraisal reports conducted by the Merit System

positions for federally funded projects. The preparation of the report and the review of the report must be performed by independent agencies. This is a 2-year contract with an extension option of one 1-year period. The estimated cost is not to exceed \$100,000 (\$50,000 per year) for the term of the contract. The price per appraisal will be based on a fee sheet. Based on the fact that the work must be performed by an independent party, this contract is recommended for approval. The Board has approved similar contracts for these services previously.

- C. Recommendation that the Board approves a new contract between the Jefferson County Information Technology Department and Aspire Technology Partners. Aspire will provide real-time remote monitoring, device management, and incident management across the County's critical infrastructure 24 hours a day, 7 days a week, 365 days a year. The Aspire proprietary platform, VIGILENS™, provides the foundation for delivery of the managed infrastructure and monitoring services. Services include firewall configuration, administration, monitoring, report generation, and support of firewall-related software; incident management that will identify, troubleshoot, and restore normal operational functionality if an incident is detected in a Managed Cisco ASA Firewall; and proactive activities such as trend analysis, health checks, platform tuning, and continual service improvement. This is a 1-year contract at a cost of \$95,344. Because services of this nature are generally contracted, this contract is recommended for approval.

IV. Administrative Leave with Pay

- A. Deputy Sergio Smith, Jefferson County Sheriff's Office (30-day Admin Leave)

V. Contested Items

- A. Angel Armstrong vs. City of Birmingham (Fire & Rescue Service)- Case No. DA-2022-2386-BH (Suspension - 14 days (4 shifts) - Hearing Officer's Report & Recommendation
- B. Lee Powell vs. City of Birmingham (Office of the City Attorney) - Case No. DA-2022-2380-BH & DA-2022-2381-BH (Suspension 10 days & 5 days) - Joint

Motion to Dismiss Appeal & Settlement Agreement

- C. Stephon Green vs. City of Birmingham - Case No. DA-2019-225-BH -
Complainant's Motion to Lift Stay

VI. Appeal of Director's Determination

- A. Lakeiah Hall - Appeal of Disqualification of Applications Based on Past Merit System Employment Record
- B. Telia Hooks - Appeal of Disqualification of Application Based on Past Merit System Employment Record
- C. Alfonzo Taylor - Appeal of Disqualification of Applications Based on Past Merit System Employment Record
- D. Jasmine Thornton - Appeal of Disqualification of Application Based on Past Merit System Employment Record
- E. Jasper Wade - Appeal of Disqualification of Applications Based on Past Merit System Employment Record

VII. Information and Discussion Items

- A. Recommendation that the Board acknowledge the list of Advanced Steps.
- B. Recommendation that the Board acknowledges a Resolution adopted by the City of Irondale placing Public Safety Dispatcher and Public Safety Dispatch Supervisor (00652 and 00654) on their public safety salary schedule, which was effective October 5, 2022. Employees in these jobs will be placed on the public safety salary schedule for the pay period beginning November 3, 2022.
- C. Recommendation that the Board acknowledge a Resolution adopted by the City of Pleasant Grove providing a 3% cost of living increase.
- D. Recommendation that the Board acknowledge a Resolution adopted by the City of Warrior providing a 10% cost of living increase.
- E. Bi-monthly expenditure reports:

October 8, 2022 through October 28, 2022

October 29, 2022 through November 11, 2022

November 12, 2022 through December 2, 2022

F. Discussion of Board Meeting Schedule for 2023

VIII. Executive Session